

**CYPRESS COLLEGE  
CURRICULUM COMMITTEE  
Tuesday, September 4, 2018  
3:00 p.m.**

**MINUTES**  
(approved 9-11-18)

**PRESENT:** Silvie Grote (chair), Allison Gotoh, Jane Jepson, Mike Kasler, Danny Lind, Marcus McMillan, Joseph Melodia, Joyce Peacock, Jacquelyn Rangel, Ann Solis, Jane Walker

**ABSENT:** Kathleen Reiland, Carlos Urquidi

**GUESTS:** Holly Iris, Kathleen McAlister

**Recorder:** Terry Carpenter

**Call to Order:** by Silvie Grote at 3:03 pm

**Approval of May 15, 2018 minutes: MSP 7-0-3**

**Chair Report**

Silvie welcomed the new Curriculum Representatives Allison Gotoh, Jane Walker and Joseph Melodia. Holly Iris from Kinesiology and Mike Kasler (interim EVP) attended and were introduced along with each of the returning committee members.

An icebreaker game of bingo was played with the abbreviated Curriculum related terminology in the squares as a way of familiarizing everyone to some of the information used in the meetings.

The catalog and schedule for Cypress will be completed by Laurie Triefenbach at Fullerton College, since Donna Landis has retired.

Timelines for the Curriculum, DCCC and Board meeting deadlines were discussed. The Prelaunch deadline of February 1, 2019 and Launch deadline of April 1, 2019 were approved by the committee for the effective term for fall 2020 Curriculum.

The Curricunet Home Page was reviewed along with the Links and where to find information. The meeting dates and deadlines will be updated after the committee approves the draft.

Adding additional Curricunet notifications was discussed and it will be checked into to see if the system has the ability to do it - adding notifications at Level 2 for those who have not completed their review within a certain time frame as well as improving the message to Launch to add a visual note and a prompt to review comments.

New representatives expressed concerns regarding their ability and skill level to assist their division faculty in creation of new courses, revisions of current courses and completion of review. It was suggested that a temporary, hourly position of a "floating

rep” would be considered for funding. The chair will inquire with the Instruction Office.

**Other**

Jacky provided updates and a handout regarding the list of certificates and degrees that have been Board approved but need to be submitted to the State. She is working on the NEW certificates for 2016 and Terry is working on submissions of ADTs. As the courses are cleaned up in the system, the 2017 and 2018 certificates and degrees will be submitted to the State. Jacky reviewed the requirements for submittals including program narratives and will email the information to the committee.

Jacky Rangel and Jane Jepson attended the Curriculum Institute in July along with Kathy Wada. This event provided an overview of how to do Curriculum and specific sessions for Articulation subjects and stackable certificates. Information is available on the ASCCC website. A workshop on the new Funding Formula is scheduled and Jacky will send the link to the committee.

**Effective Fall 2018 - Curriculum Committee Email vote approved 5-24-18**

COURSES SUBMITTED FOR AAGE		
COURSE ID	AAGE AREA	EFF DATE
HIST 170 C History of the United States I	D Social Sciences	Fall 2018
HIST 170HC Honors History of the United States I	D Social Sciences	Fall 2018
HIST 171 C History of the United States II	D Social Sciences	Fall 2018
HIST 171HC Honors History of the United States II	D Social Sciences	Fall 2018
HIST 270 C Women in United States History	D Social Sciences	Fall 2018

**Effective Spring 2019**

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
NURS 297 C Medical-Surgical Nursing III Units: 5 Lecture: 2.25 Laboratory: 8.25  <b>ACTION: MSP</b>	* Fee increase from \$35 to \$45	40	This course consists of two components, a minor component of lecture and a major component of lab (clinical practicum). The clinical component is mandated by discipline accreditation standards to a maximum of 10 students per instructor. The course cohort consists of four (4) lab sections that can be accommodated by a lecture size of 40.	2019 Spring	Fee increased on the cost of the National League of Nursing (NLN) predictor exam which provides students an itemized printout of their individual outcome (score in each content area). This review of content is used for the two year program in preparation for the licensing exam (NCLEX).