CYPRESS COLLEGE
CURRICULUM COMMITTEE

Minutes
(Approved 9/5/2023)

Voting Members:

☑ Rassoul Alizadeh (Business)   ☑ Eric Bladh (Social Science)   ☑ Renay Laguana-Ferinac (Counseling)

☑ Jolena Grande (Health Science)   ☑ Jordan Hamamoto (Kinesiology)   ☑ Larry Ramos (Career Technical Education)

☑ Joseph Melodia (Language Arts)   ☑ Tony Maher (Fine Arts)

☑ Jacky Rangel (Articulation Officer)   ☑ Stephanie Spooner (Science, Engineering, Math)

Non-Voting Members:

☐ Margaret Fernandez (OCRC Dean)   ☑ Jolena Grande (CPL coordinator)   ☑ Jesus Ramirez, Jr. (A.S. Rep.)

☑ Marbelly Jairam (Curriculum Specialist)   ☑ Joyce Peacock (Curriculum Chair)   ☑ Colin Preston (Academic Dean)

☑ Kathleen Reiland (VPI and OCRC)   ☐ Patrick Tuufuli (Admissions & Records)

Guest: Angela Haugh, Regina Russell

Call to Order: by Joyce Peacock at 3:06 p.m.

Establish Quorum and Acknowledge Alternates:
Quorum established and no alternates in attendance.

Adoption of the Agenda: MSP: 9-0-0

Approval of May 2, 2023 *minutes*: MSP 5-0-2

Public Commentary (3 minutes per speaker)
No public commentary was received.

Curriculum Specialist Report
Curriculum Specialist welcomed everyone to the fall semester and shared updates about programs that were approved and still pending from this past summer. CurricUNET updates include the new PCAH, OCRC meeting dates for 23/24, and also the addition of a direct link to the Curriculum Specialist's email within course forms. Also shared information on 10 courses and 27 programs that were not prelaunched and are coming for review. If anyone has questions, please reach out to her.

Articulation Officer Report
Articulation Officer shared that 21 courses were submitted for UCTCA and are currently pending review. We will receive those decisions the end of September/early October. In addition, she worked with faculty over the summer for courses that need to be revised in order to make GE resubmission in December. Curriculum Specialist verified that in order for those courses to make BOT approval for a GE December submission, courses need to be ready for the October 31 curriculum meeting.

Division Reports: All division reps
Business/CIS: no report.
Career Technical Education: Acknowledged Curriculum Specialist for helping with PSLOs.
Counseling: no report

Health Science: Nursing faculty worked on redesigning curriculum over the summer for 2025 or 2026. Dental Hygiene is applying to add a baccalaureate degree with an estimated approval date in December, that will result in proposals in January for eventual curriculum approval in late 2024.

Kinesiology: Jordan Hamamoto is the new curriculum rep for Kinesiology, and was informed of KIN 255 C already reflects the changed FSAs.

Language Arts: no report.

Library: Busy with questions regarding the new Charger Book Pass program.

Science/Engineering/Math: no report.

Social Science: Asked clarifying questions regarding how to update courses and what else to consider when updating curriculum.

Visual and Performing Arts: no report.

CPL Coordinator Report

CPL Coordinator shared information gleaned from attending the Curriculum Institute held over the summer, mainly regarding CPL accepting ACE credit recommendations. Further discussion ensued regarding this and also Distance Education Accrediting Commission (DEAC). CPL Coordinator emphasized the need for Curriculum Committee to have conversations that will lead to a resolution later presented to Academic Senate for future policy.

Administration Report

Vice President of Instruction welcomed everyone to the fall semester and thanked everyone for their efforts that have resulted in a five percent increase in enrollment. Other highlights included the weekly meetings with the CVC and what actions are being taken to be fully onboarded before the late classes begin in October, as well Faculty Load and Compensation (FLAC). Regarding issues with textbooks, please send feedback to her for overall input that will lead to an evaluation of the program, if it is worth continuing.

The District is moving forward with winter intersession that begins on December 18, 2023, and goes to January 19, 2024. Deans will be asking faculty to help identify courses to schedule online. Registration for winter intersession courses will be held at the same time as spring semester registration, which goes live on October 4th. Division DOMS were acknowledged for all the work they are currently doing, and encouraged all to demonstrate kindness.

Reading Proficiency requirement language in the catalog

Discussion regarding changes needed to this section that contains outdated information, which the ability to change is pending updates to Title 5 that have not yet come through. Action by the committee was tabled for future discussion.

Health Science Ratio in the MD screen of CurricUNET

After understanding the history of why "Health Science Student/Instructor Ratio (lab only):" is included in the master database form and how accrediting bodies currently gather evidence of required ratios, it was confirmed that this line can be removed.

Chair Report

Chair shared that Extensive Lab applications are now linked in the contract, and are only being reviewed in the fall semester (not in spring). There is an AB1111 meeting this Thursday, August 31st.

Items to be posted in Canvas include: Curriculum Management System (CMS) demos, Cal-GETC Standards Version 1.0 (via ICAS), and documents gathered from the Curriculum Institute held over the summer.

Finally, a Curriculum Committee charter that needs to go through PBC and PAC will be drafted for review and vote at the September 5th meeting.

Curriculum Cycle-September 5, 2023 to February 10, 2024-Launch by April 6, 2024 Action: MSP

Discussion ensued that resulted in moving Distance Education out of level 1.5 and into 2. The Curriculum Approval Process will be reviewed with an update presented at the September 5th meeting.

Curriculum Annual Training
Curriculum Chair reviewed the annual training slides, which will be available in Canvas as well as on CurricUNET.

Info items:
Rearranged program title by placing "Associate in Science", to the end of program title. Programs are listed correctly in COCI, effective Fall 2023.
1. From Associate in Science Degree Career Technical Education-Tourism to Career Technical -Tourism Associate in Science Degree.
2. From Associate in Science Degree Computer Programming to Computer Programming Associate in Science Degree.
3. From Associate in Science Degree Mortuary Science to Mortuary Science Associate in Science Degree.
4. From Associate in Science Degree Pre-Engineering to Pre-Engineering Associate in Science Degree.
5. From Associate in Science Degree Psychiatric Technology to Psychiatric Technology Associate in Science Degree.
6. From Associate in Science Degree Travel/Tourism to Travel/Tourism Associate in Science Degree.

Rearranged program title by placing "Bachelor in Science Degree", to the end of program title. Program is listed correctly in COCI, effective Fall 2023.
1. From Bachelor in Science Degree in Funeral Service to Funeral Service Bachelor in Science Degree.

Mechatronics, Robotics and Automation Associate in Science Degree-corrected total units to 39-41 from 39-42, board approved 1/22/2019, effective fall 2023.

Other-any additional concerns committee members might want to bring up for items that do not require vote
No other topics or concerns brought forward.

Meeting adjourned at 5 p.m.