



CYPRESS COLLEGE CURRICULUM COMMITTEE

Tuesday, January 31, 2023

<https://cypresscollege-edu.zoom.us/j/9998989857?pwd=bmdFK01zNVZpdVFzTOZDTjlyN3RYQT09>

Minutes

(Approved 2/14/2023)

Voting Members:

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Rassoul Alizadeh (Business) | <input checked="" type="checkbox"/> Eric Bladh (Social Science) | <input checked="" type="checkbox"/> Juan Garcia (Counseling) |
| <input checked="" type="checkbox"/> Jolena Grande (Health Science) | <input checked="" type="checkbox"/> Mark Canner (Kinesiology) | <input checked="" type="checkbox"/> Tony Maher (Fine Arts) |
| <input checked="" type="checkbox"/> Joseph Melodia (Language Arts) | <input checked="" type="checkbox"/> Joyce Peacock (Library) | <input checked="" type="checkbox"/> Larry Ramos (Career Technical Education) |
| <input checked="" type="checkbox"/> Jacky Rangel (Articulation Officer) | <input checked="" type="checkbox"/> Stephanie Spooner (Science, Engineering, Math) | |

Non-Voting Members:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Margaret Fernandez (OCRC Dean) | <input checked="" type="checkbox"/> Jolena Grande (CPL coordinator) | <input type="checkbox"/> Jesus Ramirez, Jr. (A.S. Rep.) |
| <input checked="" type="checkbox"/> Marbelly Jairam (Curriculum Specialist) | <input checked="" type="checkbox"/> Joyce Peacock (Curriculum Chair) | <input type="checkbox"/> Colin Preston (Academic Dean) |
| <input checked="" type="checkbox"/> Kathleen Reiland (Interim VPI and OCRC) | <input type="checkbox"/> Patrick Tuufuli (Admissions & Records) | |

Guest: Jill Bauer, Kellori Dower, Selene Estudillo, Angela Haugh, Regina Russell, David Soto, Janet Vera

Call to Order: by Joyce Peacock at 3:01 p.m.

Establish Quorum and Acknowledge Alternates: No alternates in attendance. Mark Canner was introduced as the new committee representative for Kinesiology.

Adoption of the Agenda: MSP

Approval of November 29, 2022 minutes: MSP

Public Commentary (3 minutes per speaker)

No public commentary received.

Curriculum Specialist Report

Curriculum Specialist shared with committee curriculum update report for Spring 2023 and Fall 2022. She will email report out this week to committee and post on our CNET homepage. She also reminded committee that Friday, February 3rd, is the last day to prelaunch courses and programs that are out of compliance (list is on Canvas). Final reminder that there are courses and programs outstanding in the queue for Fall 2023; new deadline of February 15th.

Articulation Officer Report

Articulation Officer attended meeting for AB 928 that she will obtain notes for and later share with committee.

Division Reports: All division reps

Business: Shared some information regarding several BUS/CIS courses that are in a five-year cycle, some of which will be deactivated or revised. Will also be addressing courses for prelaunch.

Career Technical Education: Going through the queue and clarified process for making corrections or suggesting revisions based on role.

Counseling: Looked at the list and will follow-up with courses that are not compliant.

Fine Arts: Will review out of compliance list and reach out to all departments to complete prelaunch.

Health Science: Working to remediate course revisions to include information from the master database, specifically adding back in FSAs that were inadvertently omitted.

Kinesiology: Andrew Alhadeff is working on coordinating an open lab for the upcoming fitness center, that will be available to students and surrounding communities. Whether usage will be for credit or noncredit is still unknown. Andrew is also launching courses for area C3 (AB 928).

Language Arts: Some revisions for Foreign Language and English certificates are coming through. All else is going smoothly.

Library: No report.

Science/Engineering/Math: Working to complete prelaunch.

Social Science: Discussed revisions with department before and after winter break, in hopes to get these completed soon. Psychology is trying to launch a new course and is working on the checklist.

CPL Coordinator Report

CPL Coordinator shared that she and Margaret Fernandez responded to a consortium inquiry. Also, a request has been made to Institutional Research, under § 55050 (I), to collect disaggregated data every three years that is reported to the Chancellor's Office. Elaborated on categories for this data, which even though it is the responsibility of the governing board, we must provide. The CPL Coordinator also stated that there may be a time that we need to add this data type to the master database.

Administration Report

The Interim Vice President of Instruction deferred to the MIS Analyst who shared an update on coding for courses for AP, which we are collecting through MIS since last summer and should have for fall. The MIS Analyst also shared with the CPL Coordinator that because of a new process, 28 fall semester students will not be reported until spring.

The Interim Vice President of Instruction presented registration information for fall, further discussing Financial Aid fraudulent activity. Because of this, FTES might drop to net zero, and thus all are encouraged to add students into their classes wherever they can, further noting that the census date is Sunday, February 5th.

The Interim Vice President of Instruction also shared information on AB 1111 common course numbering, which may include renumbering of courses such as 100 to 1000, as there are not enough numbers to achieve the goal of this legislation.

Non-Credit Courses and Course Numbering in the catalog: Guest Jill Bauer, Accreditation Faculty Chair

On behalf of the accreditation team, Jill Bauer shared information on Standard II.A.4 for instructional programs. Jill elaborated on the issue of inconsistencies in the catalog. Jill sought permission to fix these inconsistencies from the committee, however after discussion, it was determined to be best practice that the area programs be approached to discuss changes before being implemented, as they too might need to go through CurricUNET if they are related to a course or program. For other areas that are not tied to a program or course, Jill will work with David Soto and the Curriculum Specialist to update. If changes cannot be made in time to submit with evidence for accreditation, a description of pending changes needs to be submitted. Jill will also share this list reviewed in the meeting with the Vice President of Instruction.

Catalog Rights + Retroactive Awards language added to Catalog: Jacky Rangel, Articulation Officer

Jacky presented the catalog rights attachment, noting that the highlighted portion is what is being proposed to add to current policy. How far back this will be allowed is not determined at this point, and additional language to guide students to a counselor to start the process will be added. This is a first read, and it will be brought back for a second read and vote before going to Academic Senate. Fullerton College is also taking this to their Curriculum Committee as the goal is to align this process throughout the District, which means it will also need to be agendaized with DCCC after being endorsed.

February meetings

Curriculum Committee meetings for the month of February (14/28) 2023 were proposed for a vote to be held in an online format. It was also explained that after February 28, 2023, the emergency provisions for teleconferencing will expire, and quorum (of 7 voting members) for in-person meeting will be required. **MSP 8-0-2**

Spring rep rotation schedule

The Curriculum Chair reviewed the curriculum representative rotation schedule and reminded reps, for those that have their term due this spring 2023, to find replacement.

Curriculum Chair: Joyce Peacock (Fall 2022)

Term ends Spring 2023

Business (Russ Alizadeh)
Counseling (Juan Garcia)
Fine Arts (Tony Maher)
Library (Joyce Peacock)

Term ends Spring 2024

Language Arts (Joseph Melodia)
Kinesiology (Silvie Grote/Mark Canner)
Science/Engineering/Mathematics (Stephanie Spooner)

Term ends Spring 2025

Health Science (Jolena Grande)
Social Science (Eric Bladh)
Career Technical Education (Larry Ramos)

Chair Report

The Chair acknowledged Dr. Dower's sharing of Fine Arts being renamed to Visual and Performing Arts effective July 1, 2023.

The Chair also reminded reps about the prelaunch deadline of Friday, February 3rd. The list of courses that need to prelaunch is posted on Canvas.

There is a CTE and Noncredit South Regional Workshop through ASCCC coming up on Monday, March 20, 2023. It is an in-person only event being held at Compton College, starting at 9 a.m.

Also, through ASCCC, there is a 2023 Spring Plenary Session held in-person at the DoubleTree Hilton Hotel in Anaheim, and virtually, from Thursday, April 20, 2023 to Saturday, April 22, 2023. The deadline to register for this event is Wednesday, April 12, 2023, 5 p.m.

Approval of Curriculum

Info items

HS 030 C-Course updated to add FSA: R50 effective Spring 2023, previously board approved 1/28/2020.

LARN01 C-Update FSAs to include, A30 (Biological Sciences), A95 (English), B05 (ESL), C10 (Mathematics), C60 (Reading), effective Spring 2023, previously board approved 5/24/2022.

Physics Associate in Science Degree for Transfer (AS-T) – Degree name updated from Physics Associate in Science Degree for CSU Transfer (AS-T) to remove CSU in title effective Fall 2023, previously board approved 11/8/2022.

DEACTIVATE COURSES		
COURSE ID	EFF DATE	JUSTIFICATION
PHOT 227 C Retouching and Digital Workflow Action: MSP	2023 Fall	Course content is redundant and repetitive from Digital and Advanced Digital.
PHOT 235 C Drone Photography and Video Action: MSP	2023 Fall	Under achieving/low enrolled course, bulk units for majors

PHOT 277 C Food Photography Action: MSP	2023 Fall	Course information is redundant from PHOT203 Studio Lighting Techniques. Unnecessarily keeps students taking classes.
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NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
MAD 175 C Entertainment Design Studio Units: 3 Lecture: 2 Laboratory: 4 Action: MSP	*New Course *Distance Education: Partially Online *Class Fee: \$20.00 *Prerequisite: None *Advisory: None *CSU/UC Transfer	25	Individualized Instruction 25 Most of the time the students are engaged in practicing the skill(s) they are learning and the instructor gives each student individual instruction as the class proceeds.	2023 Fall	This course is designed to provide students recent technology education in order to obtain entry level working skills in cutting edge technology fields such as projection design, 3D, augmented reality. Students will gain hands on skills.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ACR 150 C ACR/Special Projects Units: 2-3 Lecture: 1 Laboratory: 3-6 Action: MSP	*Outline Update *Course number update from ACR 050 C. *Schedule Description Update *CSU Transfer	24	Class provides highly individualized one on one training both in lecture and in lab settings. NATEF certification requirement - class size 24 The Automotive Collision Repair Department follows guidelines and standards established by both: ASE - the National Institute for Automotive Service Excellence and I-CAR – the Inter-Industry Conference on Auto Collision Repair. NATEF certification is awarded to programs that implement their processes, procedures and testing methodologies and class size thereby establishing a baseline for quality technicians entering the workforce. STD 6.4	2023 Fall	Course number change for transferability and marketability. Outline, course number, and schedule description updated to better reflect course content.
AT 109 C Introduction to Toyota Automotive Technology Units: 4 Lecture: 3 Laboratory: 3 Action: MSP	*Outline Update *Advisory: Note that this is a restricted course. Students desiring to enroll in this course must have participated a T-TEN overview meeting and/or the T-TEN orientation meeting	24	All automotive technology courses at Cypress College involve lecture/individualized instruction and lab that involve extensive individualized feedback to develop vocational skills. With extensive involvement with our advisory committees (both general automotive and	2023 Fall	Add text to course catalog and schedule of classes that this is a restricted course. The restriction requires that the student has participated in a T-TEN overview meeting and/or the T-TEN orientation meeting. Outline, add advisory, catalog/schedule description,

	to obtain clearance to enroll. *Catalog/Schedule Description Update *Textbook Update		Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.		and textbook updated to better reflect course content.
PHOT 115 C Introduction to Digital Photography Units: 3 Lecture: 2 Laboratory: 4 Action: MSP	*Outline Update *Course number update from PHOT 215 C. *Course title update from Digital Photography. *Advisory removed. *Catalog/Schedule Description Update *Student Learning Outcomes Update *UC Transfer	25	Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2023 Fall	Update SLOs and course content. Outline, course number, course title, removal of advisory, catalog/schedule description, and SLOs updated to better reflect course content.

MODIFY DEGREES/CERTIFICATES			
DEGREE		EFF DATE	JUSTIFICATION
History Action: MSP	<p>History Associate in Arts Degree for Transfer (AA-T)</p> <p>This curriculum is designed to provide an opportunity for the History major to achieve an Associate in Arts Degree in History for Transfer (AA-T in History) which completes the first and second year requirements for transfer to a four-year public California institution. While at least a baccalaureate degree is recommended preparation for those considering professional careers, completion of this curriculum will demonstrate commitment to the field and provide comprehensive preparation for further academic study through upper-division course work. This curriculum specifically prepares the prospective transfer student for upper division coursework in History or a similar major at a California State University (CSU) campus. Students should consult a counselor, the Transfer Center and the catalog of the transfer college or university to plan a specific program of study to meet the college or university's requirements. Note: Courses that fulfill major requirements for an Associate Degree for Transfer at Cypress College might not be the same as those required for completing the major at all transfer institutions offering a Baccalaureate Degree. The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to a California State University (CSU) campus for any community college student who completes an "associate degree for transfer", a newly established variation of the associate degrees traditionally offered at a California community college. The AA-T is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T) are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that does accept the AA-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is designated "high-unit" major).</p> <p>This degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the</p>	2023 Fall	*Add PSLOs *Update Catalog Description. Total units remain the same.

CSU system. Students should consult with a counselor when planning to complete the degree for more information on university admission and transfer requirements. History is the study of change over time. Historians analyze cause and effect, construct narratives from primary sources, and try to explain the actions of people in the past. Students in history courses learn more than dates, names, and events. They also learn how to interpret, debate, and draw conclusions. History majors acquire a broad perspective on the human experience and appreciate how the past has shaped the present. While a baccalaureate degree is still recommended, completion of this degree is excellent general preparation for careers in education, law, historical research, historical preservation, government, journalism, media, and communication. To earn an AA-T in History students must complete the following requirements: (1) a minimum of 18 semester units or 27 quarter units in the History major with a grade of C or higher; AP(Pass) grade is an acceptable grade for a course in the major only if the P is defined to be equivalent to a C or better (2) California State University General Education Breadth requirements (CSU GE Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC); (3) elective courses to complete a minimum of 60 units of CSU transferable coursework; (4) have an overall GPA of 2.0. This degree requires a total of 18 units in the major, in addition to general graduation requirements. In addition to general graduation requirements.

Required Core: 6 units

		Units
HIST170 C	History of the United States I	3
	or	
HIST170HC	Honors History of the United States I	3
	and	
HIST171 C	History of the United States II	3
	or	
HIST171HC	Honors History of the United States II	3

List A: 6 units chosen. Students will need to take either History 110C/110HC or History 112C/112HC and History 111C/111HC or History 113C/113HC.

		Units
HIST110 C	Western Civilizations I	3
	or	
HIST110HC	Honors Western Civilizations I	3
	or	
HIST112 C	World Civilizations I	3
	or	
HIST112HC	Honors World Civilizations I	3
	and	
HIST111 C	Western Civilizations II	3
	or	
HIST111HC	Honors Western Civilizations II	3
	or	
HIST113 C	World Civilizations II	3
	or	
HIST113HC	Honors World Civilizations II	3

List B Group 1: Select 3 units from the following: Any History course not pertaining to the U.S. or Europe. (History 112 C/112H C and 113 C/113H C may be taken if not used in List A)

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<p>Photography Action: MSP</p>	<p>Photography Associate in Arts Degree</p> <p>This program is designed to prepare students for entry into occupational photographic fields. A student may also elect to work toward a transfer into a four-year institution, in the field of Fine Arts. To earn an Associate Degree students must complete: (1) all major course requirements with a grade of C or better; (2) Cypress College Native General Education requirements; California State University General Education Breadth requirements (CSU GE Breadth) or IGETC General Education requirements; (3) the Social Justice, Equity and Sustainability and reading requirements; (4) any elective courses to complete a minimum of 60 units; and, (5) have a minimum GPA of 2.0. At least 50% of all major course work must be completed at Cypress College. Courses that fulfill major requirements for an Associate Degree at Cypress College might not be the same as those required for completing the major at a transfer institution offering a Baccalaureate Degree. For information on specific university requirements, please consult with your counselor, or visit the Transfer Center. This degree requires a total of 33 units.</p> <p>Required Courses (33 units)</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>PHOT101 C</td> <td>Introduction to Photography</td> <td>3</td> </tr> <tr> <td>PHOT103 C</td> <td>Intermediate Photography</td> <td>3</td> </tr> <tr> <td>PHOT104 C</td> <td>Wedding and Event Photography</td> <td>3</td> </tr> <tr> <td>PHOT109 C</td> <td>Portrait Photography</td> <td>3</td> </tr> <tr> <td>PHOT118 C</td> <td>Available Light Photography</td> <td>3</td> </tr> <tr> <td>PHOT202 C</td> <td>Contemporary Photography</td> <td>3</td> </tr> <tr> <td>PHOT203 C</td> <td>Studio Lighting Techniques</td> <td>3</td> </tr> <tr> <td>PHOT204 C</td> <td>History of Photography</td> <td>3</td> </tr> <tr> <td>PHOT115 C</td> <td>Introduction to Digital Photography</td> <td>3</td> </tr> <tr> <td>PHOT219 C</td> <td>Editorial Photography</td> <td>3</td> </tr> <tr> <td>PHOT220 C</td> <td>Alternative Photo Processes I</td> <td>3</td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td>Total Units</td> <td></td> <td>33</td> </tr> </tbody> </table>			Units	PHOT101 C	Introduction to Photography	3	PHOT103 C	Intermediate Photography	3	PHOT104 C	Wedding and Event Photography	3	PHOT109 C	Portrait Photography	3	PHOT118 C	Available Light Photography	3	PHOT202 C	Contemporary Photography	3	PHOT203 C	Studio Lighting Techniques	3	PHOT204 C	History of Photography	3	PHOT115 C	Introduction to Digital Photography	3	PHOT219 C	Editorial Photography	3	PHOT220 C	Alternative Photo Processes I	3				Total Units		33	<p>2023 Fall</p> <p>*Update Catalog Description *Add PSLOs *Remove: PHOT 235 C *Course number and title update: PHOT 115 C Total units from 36 to 33</p>
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<p>Photography Action: MSP</p>	<p>Portrait and Wedding Photography Certificate</p> <p>The Portrait and Wedding Photography Certificate is designed to prepare students for starting their own business or for employment within the wedding/portrait industry. To earn a certificate, complete the required courses as listed with a grade of C or better. At least 50% of all course work must be completed at Cypress College. This certificate requires a total of 21.5-22 units.</p> <p>Required Courses (21.5 - 22)</p> <table border="1"> <tr><td></td><td></td><td>Units</td></tr> <tr><td>PHOT103 C</td><td>Intermediate Photography</td><td>3</td></tr> <tr><td>PHOT118 C</td><td>Available Light Photography</td><td>3</td></tr> <tr><td>PHOT104 C</td><td>Wedding and Event Photography</td><td>3</td></tr> <tr><td>PHOT216 C</td><td>Advanced Digital Photography</td><td>3</td></tr> <tr><td>PHOT109 C</td><td>Portrait Photography</td><td>3</td></tr> <tr><td>PHOT203 C</td><td>Studio Lighting Techniques</td><td>3</td></tr> <tr><td>PHOT219 C</td><td>Editorial Photography</td><td>3</td></tr> <tr><td>PHOT150 C</td><td>Photo Laboratory Studies III</td><td>0.5 - 1</td></tr> <tr><td colspan="2">Total Units</td><td>21.5 - 22</td></tr> </table>			Units	PHOT103 C	Intermediate Photography	3	PHOT118 C	Available Light Photography	3	PHOT104 C	Wedding and Event Photography	3	PHOT216 C	Advanced Digital Photography	3	PHOT109 C	Portrait Photography	3	PHOT203 C	Studio Lighting Techniques	3	PHOT219 C	Editorial Photography	3	PHOT150 C	Photo Laboratory Studies III	0.5 - 1	Total Units		21.5 - 22	<p>2023 Fall</p>	<p>Due to changes in the technical nature of this program, it is necessary to make an adjustment to the variety of courses that make up this certificate. We intend to eliminate courses which incorporate outdated technology and replace them with existing courses which deliver more current applications of our medium. This is not a major overhaul of the program, yet one which is essentially a non-substantial adjustment, maintaining the basic integrity.</p> <p>*Update Catalog Description *Add PSLOs *Add: PHOT 216 C, PHOT 219 C *Remove: PHOT 227 C Total units from 18.5-19 to 21.5-22</p>																						
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DEACTIVATE DEGREES/CERTIFICATES						
DEGREE		EFF DATE	JUSTIFICATION			
Photography Action: MSP	<p>UAV/UAS Drone Photography and Video Certificate</p> <p>Required Courses (15-16 units)</p> <table border="1"> <tr><td></td><td></td><td>Units</td></tr> </table>			Units	2023 Fall	This revision will allow for a further collaboration between Aviation, Geography and Photography. We are
		Units				

ATC160 C	UAS Drone Basic	3	providing an exciting education for students, rooted in the rapidly expanding area of UAV Drone Photography and Video.
PHOT103 C	Intermediate Photography	3	
GEOG230 C	Introduction to GIS	3	
PHOT148 C	Photo Laboratory Studies I	0.5 - 1	
PHOT149 C	Photo Laboratory Studies II	0.5 - 1	
PHOT235 C	Drone Photography and Video	3	
PHOT236 C	UAV Flight Lab - Photography	2	
Total Units		15 - 16	

Other-any additional concerns committee members might want to bring up for items that do not require vote

Stephanie shared a report from the Extensive Lab Committee which reviewed over 500 applications and a large majority were approved. Stephanie encouraged all to check their email as those not approved were notified (twice) to fix and resubmit their attachments before this coming week, when approvals will be finalized and formally shared. Stephanie also reviewed the criteria as listed in Appendix L of the faculty contract.

Meeting adjourned at 4:38 p.m.