

CYPRESS COLLEGE CURRICULUM COMMITTEE

Tuesday, October 9, 2018

TLC) Teaching Learning Center in the LRC.

3:00 p.m.

AGENDA

PLEASE BE ON TIME...The meeting will begin **promptly** at 3:00 p.m. in the **TLC) Teaching Learning Center in the LRC.** Your attendance is critical in helping to meet the curriculum needs of Cypress College. Remember if you are unable to attend please find an alternate representative.

Call to Order:

Silvie Grote, Chair

1. **Approval of *October 2, 2018 minutes:*** (attached)
2. **Chair Report**

DELETE COURSES		
COURSE ID	EFF DATE	JUSTIFICATION
ATC 152 C	2019 Fall	Program review update, course no longer valid

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
COUN 076 Accessible Note-taking Techniques Units:1 Lecture:1 Laboratory:0	* New Course * Advisory: Course designed for students eligible for services from DSS	20	This course is for students with disabilities and the course involves hands-on teaching, so a smaller class size is warranted.	2019 Fall	Students with disabilities cite that they struggle with note-taking skills and would like to improve in taking better notes to increase their success in courses.
CTRP 063 C Internship: Legal Videography Units:1.5 Lecture:1 Laboratory:1.5	* New Course * Prerequisite: None	25	Internship classes are normally composed of 25 students.	2019 Fall	The field of legal videographer is expanding nationwide providing accurate recordings of legal proceedings in a variety of venues.
GEOL 192 C Coastal Oceanography Field Studies Units:1 Lecture:0-.75 Laboratory:0-2.25	* New Course * Prerequisite: None * UC/CSU Transfer	25	Individualized Instruction - 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.	2019 Fall	Revising a currently dormant field course to focus on oceanographic field studies, rather than geologic.

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
ANTH 212 C Applied and Practicing Anthropology Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Course number change from ANTH 211 C * Advisory revalidated	45	The primary mode of instruction is lecture and may include discussion and/or group learning. Evaluation primarily through objective exams. Writing assignments are assessed mostly for concepts and structure.	2019 Fall	Language and content updates to improve chances of articulation with CSU and UC. Course number is being changed to 212 so as not to conflict with a different course at Fullerton that has the same course number.
ASTR 117 C Astronomy Lab Units: 1 Lecture: 0 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update * Student Learning Outcomes	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)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
ASTR 117HC Honors Astronomy Lab Units: 1 Lecture: 0 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update	20	The Cypress College Honors Advisory Group recommends a maximum of 20 students for a seminar-style honors course to allow for in-depth class discussion and student presentations.	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
AT 109 C Introduction to Toyota Automotive Technology Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Add Distance Education Hybrid * Textbook Update	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 Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2019 Fall	Outline, catalog, schedule and textbook updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.

AT 112 C Toyota Electrical Systems Units: 12 Lecture: 9 Laboratory: 9	* Outline Update * Prerequisites revalidated * Add Distance Education Hybrid	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 Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2019 Fall	Outline updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.
AT 115 C Automotive Air Conditioning Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Add Distance Education Hybrid	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 Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2019 Fall	Outline, catalog and schedule updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.
AT 209 C Toyota Portfolio TPORT Units: 1 Lecture: 1 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Class size from 35 to 24 * Add Distance Education Hybrid * Student Learning Outcomes	24	This class is required for enrolled T-TEN students. There is a maximum of 24 students in the core content T-TEN classes. This is a change from when T-TEN was blended with the general auto tech courses and there were possibly 30 or more students per semester. This is no longer the case since we were Toyota CEED certified in June 2017 and the program runs using a cohort model.	2019 Fall	Outline updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.
AT 213 C Toyota Portfolio II TPORT (II) Units: 1 Lecture: 1 Laboratory: 0	* Textbook Update * Add Distance Education Hybrid * Student Learning Outcomes	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 Toyota) the recommendation was follow NATEF standard of 24, which maintains a safe working environment by creating collaborative work groups of 4.	2019 Fall	Textbook updated to better reflect course content. Online component requested to increase the distance education offerings at Cypress College, to increase student access and meet student demands.

BIOL 231 C General Human Anatomy Units: 4 Lecture: 3 Laboratory: 3	* Prerequisites revalidated * Catalog Description Update * Textbook Update	25	Biology 231 contains labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. Limiting lab class size to a maximum of 25 students increases student/teacher contact time and success rates.	2019 Fall	Program Review Catalog and textbook updated to better reflect course content.
CHEM 201 C Chemistry for Health Science Majors II Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update * Student Learning Outcomes	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)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
CTRP 096 C Court and Conference Reporting: Literary III Units: 1-3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite removed * Class size from 30 to 35 * Textbook Update * CIP code changed	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2019 Fall	This course is being revised in order to meet the changing demands in the field of court reporting. Outline, catalog, schedule and textbook updated to better reflect course content.
DA 099 C Dental Assisting Independent Study Units: 3 Lecture: 2 Laboratory: 3	* Catalog Description Update * Prerequisite revalidated * Units from .50-2 change to 3 * Lecture hours from .5-2 to 2 * Lab hours from 0 change to 3	24	Safety, Health, State/Accrediting Regulations, and Vocational Advisory Committees supersede the following descriptions: Labs in which the instructor provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports	2019 Fall	Program Review Catalog updated to better reflect course content. Change from variable units and lecture hours for compliance. The contract will be guided by the needs of the student in regards to course content. (Materials needed to successfully complete a course for graduation requirements)
MATH N01 C Supervised Tutoring: Math Units: 0 Lecture: 0 Laboratory: 0	* Textbook Update * TOPS and CIP codes change	999	This is an open entry lab. Students will receive individualized tutoring based on their needs in their math courses.	2019 Fall	Program Review Textbook updated to better reflect course content.

PHYS 201 C College Physics I Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated – added MATH 141 C * Textbook Update * Student Learning Outcomes	25	The class includes a lab in which the instructor provides extensive instruction on how to set up the lab and take data. Instructor also evaluates written analyses completed by students after each lab sessions and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
PHYS 202 C College Physics II Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revalidated * Textbook Update	25	The class includes a lab in which the instructor provides one-on-one help in making and checking the circuits during the lab time, evaluates written analysis completed by students after lab sessions, and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports).	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
PHYS 210 C Physics for Life Sciences I Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update	25	The class includes a lab in which the instructor provides extensive instruction on how to set up the lab and take data. Instructor also evaluates written analyses completed by students after each lab sessions and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
PHYS 211 C Physics for Life Sciences II Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Schedule Description Update * Prerequisites revalidated * Textbook Update	25	The class includes a lab in which the instructor provides one-on-one help in making and checking the circuits during the lab time, evaluates written analysis completed by students after lab sessions, and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports).	2019 Fall	Program Review Outline, schedule and textbook updated to better reflect course content.

PHYS 221 C General Physics I Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisites revalidated * Textbook Update	25	The class includes a lab in which the instructor provides extensive instruction on how to set up the lab and take data. Instructor also evaluates written analyses completed by students after each lab sessions and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog, schedule and textbook updated to better reflect course content.
PHYS 222 C General Physics II Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Prerequisites revalidated * Advisory revalidated * Textbook Update	25	Labs in which the instructor provides one-on-one help in making and checking the circuits during the lab time, evaluates written analysis completed by students after lab sessions, and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline and textbook updated to better reflect course content.
PHYS 223 C General Physics III Units: 4 Lecture: 3 Laboratory: 3	* Outline Update * Catalog Description Update * Prerequisites revalidated * Advisory revalidated * Textbook Update * Student Learning Outcomes	25	The class includes a lab in which the instructor provides extensive instruction on how to set up the lab and take data. Instructor also evaluates written analyses completed by students after each lab sessions and provides extensive individualized feedback/evaluation on a regular basis. (e.g. problem sets, scientific experiments, vocational skills, lab reports)	2019 Fall	Program Review Outline, catalog and textbook updated to better reflect course content.

NEW DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION	
Court Reporting	Legal Videography Certificate Required courses are listed in suggested sequence:		2019 Fall There is currently a need for trained videographers to record legal proceedings in a variety of settings.	
		Units		
	CTRP063 C	Internship: Legal Videography		1.5
	CTRP071 C	Legal Terminology and Rhetoric		3
	CTRP072 C	Legal Procedures		4
	CTRP076 C	Court and Deposition Procedures		1.5 - 3
	MGT240 C	Legal Environment of Business		3
	HS145 C	Survey of Medical Terminology		3
	MGT143 C	Introduction to Legal Research		1
	Total Units	17 - 18.5		

REVISED DEGREES/CERTIFICATES

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Aviation and Travel Careers	<p>ASSOCIATE IN SCIENCE DEGREE COMMERCIAL PILOT</p> <p>Required courses are listed in suggested sequence:</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th>Units</th> </tr> </thead> <tbody> <tr> <td>ATC102 C</td> <td>Career Communication/Portfolio</td> <td>3</td> </tr> <tr> <td>ATC104 C</td> <td>Air Transportation</td> <td>3</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ATC270 C</td> <td>Airline Operations</td> <td>3</td> </tr> <tr> <td>ATC132 C</td> <td>Private Pilot</td> <td>4</td> </tr> <tr> <td>ATC136 C</td> <td>Air Navigation</td> <td>3</td> </tr> <tr> <td>ATC140 C</td> <td>Meteorology</td> <td>3</td> </tr> <tr> <td>ATC144 C</td> <td>Aircraft and Engines</td> <td>3</td> </tr> <tr> <td>ATC196 C</td> <td>Flight Simulator Private Pilot</td> <td>1</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ATC190 C</td> <td>Flight Training-Private Pilot</td> <td>2</td> </tr> <tr> <td>ATC197 C</td> <td>Flight Simulator Instrument</td> <td>1</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ATC194 C</td> <td>Flight Training Instrument Rating</td> <td>2</td> </tr> <tr> <td>ATC198 C</td> <td>Flight Simulator Commercial</td> <td>1</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>ATC195 C</td> <td>Flight Training Commercial Pilot</td> <td>2</td> </tr> <tr> <td>ATC232 C</td> <td>Instrument Rating</td> <td>3</td> </tr> <tr> <td>ATC240 C</td> <td>Commercial Pilot Seminar</td> <td>3</td> </tr> <tr> <td>ATC256 C</td> <td>Crew Resource Management</td> <td>3</td> </tr> <tr> <td colspan="3">Electives: To complete all major course requirements, students must complete 1-4 elective units from the list below (if not already taken as a required course) for a total of 35 units.</td> </tr> <tr> <th></th> <th></th> <th>Units</th> </tr> <tr> <td>ATC189 C</td> <td>Flight Training Device - Introduction</td> <td>0.5</td> </tr> <tr> <td>ATC190 C</td> <td>Flight Training-Private Pilot</td> <td>2</td> </tr> <tr> <td>ATC193 C</td> <td>Flight Training-Flight Instructor</td> <td>1 - 5</td> </tr> <tr> <td>ATC194 C</td> <td>Flight Training Instrument Rating</td> <td>2</td> </tr> <tr> <td>ATC195 C</td> <td>Flight Training Commercial Pilot</td> <td>2</td> </tr> <tr> <td>ATC197 C</td> <td>Flight Simulator Instrument</td> <td>1</td> </tr> <tr> <td>ATC198 C</td> <td>Flight Simulator Commercial</td> <td>1</td> </tr> <tr> <td>ATC199 C</td> <td>Flight Simulator Instructor</td> <td>1</td> </tr> <tr> <td>ATC212 C</td> <td>Airline/Aviation Management</td> <td>3</td> </tr> <tr> <td>ATC244 C</td> <td>Aviation Instructor</td> <td>3</td> </tr> <tr> <td>ATC250 C</td> <td>Turbine Simulator Observation</td> <td>0.5</td> </tr> <tr> <td>ATC255 C</td> <td>Turbine Simulator Orientation</td> <td>0.5</td> </tr> <tr> <td>ATC295 C</td> <td>Aviation/Travel Internship</td> <td>3</td> </tr> <tr> <td>ATC298 C</td> <td>Aviation/Travel Seminar</td> <td>0.5 - 12</td> </tr> <tr> <td>ATC299 C</td> <td>Independent Study</td> <td>0.5 - 2</td> </tr> <tr> <td>Total Units</td> <td></td> <td>35</td> </tr> </tbody> </table>			Units	ATC102 C	Career Communication/Portfolio	3	ATC104 C	Air Transportation	3		or		ATC270 C	Airline Operations	3	ATC132 C	Private Pilot	4	ATC136 C	Air Navigation	3	ATC140 C	Meteorology	3	ATC144 C	Aircraft and Engines	3	ATC196 C	Flight Simulator Private Pilot	1		or		ATC190 C	Flight Training-Private Pilot	2	ATC197 C	Flight Simulator Instrument	1		or		ATC194 C	Flight Training Instrument Rating	2	ATC198 C	Flight Simulator Commercial	1		or		ATC195 C	Flight Training Commercial Pilot	2	ATC232 C	Instrument Rating	3	ATC240 C	Commercial Pilot Seminar	3	ATC256 C	Crew Resource Management	3	Electives: To complete all major course requirements, students must complete 1-4 elective units from the list below (if not already taken as a required course) for a total of 35 units.					Units	ATC189 C	Flight Training Device - Introduction	0.5	ATC190 C	Flight Training-Private Pilot	2	ATC193 C	Flight Training-Flight Instructor	1 - 5	ATC194 C	Flight Training Instrument Rating	2	ATC195 C	Flight Training Commercial Pilot	2	ATC197 C	Flight Simulator Instrument	1	ATC198 C	Flight Simulator Commercial	1	ATC199 C	Flight Simulator Instructor	1	ATC212 C	Airline/Aviation Management	3	ATC244 C	Aviation Instructor	3	ATC250 C	Turbine Simulator Observation	0.5	ATC255 C	Turbine Simulator Orientation	0.5	ATC295 C	Aviation/Travel Internship	3	ATC298 C	Aviation/Travel Seminar	0.5 - 12	ATC299 C	Independent Study	0.5 - 2	Total Units		35	2019 Fall	<p>remove deactivated course ATC 152 C</p> <p>No total unit change</p>
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Aviation and Travel Careers

AVIATION IV--ADVANCED PILOT CERTIFICATE

Required courses are listed in suggested sequence:

		Units
ATC102 C	Career Communication/Portfolio	3
ATC104 C	Air Transportation	3
	or	
ATC270 C	Airline Operations	3
ATC132 C	Private Pilot	4
ATC136 C	Air Navigation	3
ATC140 C	Meteorology	3
ATC144 C	Aircraft and Engines	3
ATC196 C	Flight Simulator Private Pilot	1
	or	
ATC190 C	Flight Training-Private Pilot	2
ATC197 C	Flight Simulator Instrument	1
	or	
ATC194 C	Flight Training Instrument Rating	2
ATC198 C	Flight Simulator Commercial	1
	or	
ATC195 C	Flight Training Commercial Pilot	2
ATC232 C	Instrument Rating	3
ATC240 C	Commercial Pilot Seminar	3
ATC256 C	Crew Resource Management	3
Electives: To complete all major course requirements, students must complete 1 to 4 elective units from the list below (if not already taken as a required course) for a total of 35 units.		
		Units
ATC189 C	Flight Training Device - Introduction	0.5
ATC190 C	Flight Training-Private Pilot	2
ATC193 C	Flight Training-Flight Instructor	1 - 5
ATC194 C	Flight Training Instrument Rating	2
ATC195 C	Flight Training Commercial Pilot	2
ATC196 C	Flight Simulator Private Pilot	1
ATC197 C	Flight Simulator Instrument	1
ATC198 C	Flight Simulator Commercial	1
ATC199 C	Flight Simulator Instructor	1
ATC212 C	Airline/Aviation Management	3
ATC244 C	Aviation Instructor	3
ATC250 C	Turbine Simulator Observation	0.5
ATC255 C	Turbine Simulator Orientation	0.5
ATC295 C	Aviation/Travel Internship	3
ATC298 C	Aviation/Travel Seminar	0.5 - 12
ATC299 C	Independent Study	0.5 - 2
Total Units		35

2019 Fall

remove deactivated course ATC 152 C

No total unit change

Recreation	RECREATION ASSISTANT CERTIFICATE		2019 Fall	This revision is designed to enhance student pathways; the coursework is now better aligned with CSU degrees in Recreation and Recreation Therapy. Courses removed and Activity courses KIN 100-199 added along with KIN 236 C, SOC 101 C or SOC 101HC, ANTH 102 C or ANTH 102HC, HS 145 C, BIOL 231 C, BIOL 241 C, PSY 101 C or PSY 101HC Required coursework from 15 to 9 units Total units from 18 to 16	
	Required coursework: (9 units)				
					Units
	REC100 C	Foundations of Recreation and Leisure Services			3
		or			
	REC101 C	Principles of Community Recreation			3
	REC102 C	Recreation Leadership and Diverse Groups			3
	KIN235 C	First Aid, CPR and Emergencies			3
	Choose 7 units from the following list of courses:				Units
	Activity Courses KIN 100-199				0.5 - 1
	REC106 C	Outdoor Recreation and Camp Counseling			3
	KIN236 C	Athletic Injuries-Prevention and Care			3
	KIN247 C	Sports Management			3
	SOC101 C	Introduction to Sociology			3
		or			
	SOC101HC	Honors Introduction to Sociology			3
	ANTH102 C	Cultural Anthropology			3
		or			
	ANTH102HC	Honors Cultural Anthropology			3
	HS145 C	Survey of Medical Terminology			3
	BIOL231 C	General Human Anatomy			4
	BIOL241 C	General Human Physiology			4
	PSY101 C	Introduction to Psychology			3
		or			
	PSY101HC	Honors Introduction to Psychology			3
Total Units		16			