

CYPRESS COLLEGE CURRICULUM COMMITTEE

Tuesday, September 26, 2017

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:

Mark Majarian, Chair

1. **Approval of September 19, 2017 minutes:** (attached)
2. **Chair Report**
3. **Comparable course training**

Approvals

NEW COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
HS 361 C Dying, Death, Grief & Mourning Units:3 Lecture:3 Laboratory:0	* New Course * Prerequisite: PSY 101C or SOC 101C * Distance Education and Hybrid * CSU Transfer	20	Designed as an upper division general education course with a significant communication component In addition to the issue of appropriate rigor, the Cypress College Baccalaureate Advisory Group recommends a maximum of 20 students for a seminar-style honors course to allow for in-depth class discussion and student presentations.	2018 Fall	New course needed as the entire program is revised to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations
MORT 201 C Funeral Directing Units:5 Lecture:3 Laboratory:6	* New Course * Prerequisite: Admission to the Mortuary Science Program * Hybrid * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Accreditation standard: Student-teacher ratios must be available for review and must not exceed 25:1 overall in the funeral service clinical program.	2018 Fall	New course needed as the entire program is revised to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations

MORT 202 C Funeral Service Administration I Units:4 Lecture:3 Laboratory:3	* New Course * Prerequisite: Completion of or concurrent enrollment MORT 201 C. * Distance Education and Hybrid * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Accreditation standard: Student-teacher ratios must be available for review and must not exceed 30:1 overall in the funeral service program.	2018 Fall	New course needed as the entire program is revised to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations
MORT 203 C Methods of Disposition Units:4 Lecture:4 Laboratory:0	* New Course * Prerequisite: Completion of or concurrent enrollment MORT 201 C and MORT 202 C * Distance Education and Hybrid * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Accreditation standard: Student-teacher ratios must be available for review and must not exceed 25:1 overall in the funeral service laboratory.	2018 Fall	New course needed as the entire program is revised to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations
MORT 204 C Funeral Service Administration II Units:4 Lecture:3 Laboratory:3	* New Course * Prerequisite: Completion of or concurrent enrollment MORT 201 C and MORT 202 C * Hybrid * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Accreditation standard: Student-teacher ratios must be available for review and must not exceed 30:1 overall in the funeral service program.	2018 Fall	New course needed as the entire program is revised to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations
MORT 214 C Funeral Service Sciences Units:5 Lecture:5 Laboratory:0	* New Course * Prerequisite: Admission to the Mortuary Science Program * Hybrid * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Accreditation standard: Student-teacher ratios must be available for review and must not exceed 30:1 overall in the funeral service program.	2018 Fall	New course needed as the entire program is revised to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations

MORT 215 C Embalming Units:5 Lecture:3.5 Laboratory:4.5	* New Course * Prerequisite: MORT 214 C * Distance Education and Hybrid * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Accreditation standard: Student-teacher ratios must be available for review and must not exceed 25:1 overall in the funeral service clinical program.	2018 Fall	New course needed as the entire program is revised to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations
MORT 216 C Restorative Art Units:5 Lecture:3 Laboratory:6	* New Course * Prerequisite: Completion of or concurrent enrollment MORT 214 C and MORT 215 C * Hybrid * Material Fee \$170 * CSU Transfer	30	Work in lab setting requires the instructor to provide extensive individualized training/feedback/evaluation to develop their skill sets during each lab activity.	2018 Fall	New course needed as the entire program is revised to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations
MORT 234 C Funeral Service Ethics and Laws I Units:4 Lecture:4 Laboratory:0	* New Course * Prerequisite: Completion of or concurrent enrollment MORT 204 C * Distance Education and Hybrid * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Accreditation standard: Student-teacher ratios must be available for review and must not exceed 30:1 overall in the funeral service program.	2018 Fall	New course needed as the entire program is revised to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations
MORT 236 C Funeral Service Ethics and Laws II Units:4 Lecture:4 Laboratory:0	* New Course * Prerequisite: Completion of or concurrent enrollment MORT 234 C * Hybrid * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Accreditation standard: Student-teacher ratios must be available for review and must not exceed 30:1 overall in the funeral service program.	2018 Fall	New course needed as the entire program is revised to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations
MORT 281 C Funeral Service Practicum Units:4-12 Lecture:1 Laboratory:9-33	* New Course * Prerequisite: Completion of or concurrent enrollment MORT 201 C * Distance Education and Hybrid * CSU Transfer	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Accreditation standard: Student-teacher ratios must be available for review and must not exceed 25:1 overall in the funeral service clinical.	2018 Fall	New course needed as the entire program is revised to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations

REVISED COURSES					
COURSE ID	ACTION TAKEN	CLASS SIZE	CLASS SIZE JUSTIFICATION	EFF DATE	JUSTIFICATION
GEOG 120 C Introduction to Spatial Reasoning Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Hybrid added * Textbook Update * Student Learning Outcomes	45	Lecture - Discussion 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.	2018 Fall	Program Review Outline, catalog, schedule, and textbooks updated to better reflect course content.
GEOG 140 C Weather and Climate Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Schedule Description Update * AAGE: Area B1 * Textbook Update * Student Learning Outcomes	45	Lecture - Discussion 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.	2018 Fall	Program Review Catalog, schedule, and textbooks updated to better reflect course content.
GEOG 230 C Introduction to GIS Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Distance Education and Hybrid added * Student Learning Outcomes * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills.	2018 Fall	Program Review Outline, catalog, schedule, and textbooks updated to better reflect course content.
GEOG 231 C GIS: Spatial Analysis Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revised/revalidated * Distance Education and Hybrid added * Student Learning Outcomes * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills.	2018 Fall	Program Review Outline, catalog, schedule, and textbooks updated to better reflect course content.

GEOG 232 C GIS: Analysis and Modeling Units: 3 Lecture: 2 Laboratory: 3	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite revised from GEOG 231 C to GEOG 230 C * Distance Education and Hybrid added * Student Learning Outcomes * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning. Requires three or more writing assignments using advanced analytical and critical thinking skills.	2018 Fall	Program Review Outline, catalog, schedule, and textbooks updated to better reflect course content.
GEOG 233 C GIS: Advanced/ Internship Units: 3 Lecture: 1 Laboratory: 7	* Outline Update * Catalog Description Update * Schedule Description Update * Prerequisite: GEOG 231 C added * Distance Education and Hybrid added * Student Learning Outcomes * Textbook Update	35	While the instructor does lecture, much of the class time focuses on discussion, group learning, and/or formal/informal student presentations.	2018 Fall	Program Review Outline, catalog, schedule, and textbooks updated to better reflect course content.
HIST 135 C History of Africa Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Schedule Description Update * Advisory revalidated * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning.	2018 Fall	Program Review Outline, catalog, schedule, and textbooks updated to better reflect course content.
HIST 142 C History of Latin America I Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Advisory revalidated * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning.	2018 Fall	Program Review Catalog, schedule, and textbooks updated to better reflect course content.

HIST 143 C History of Latin America II Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Advisory revalidated * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning.	2018 Fall	Program Review Catalog, schedule, and textbooks updated to better reflect course content.
HIST 160 C Asian Civilizations I Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Advisory revalidated * AAGE: Area C * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning.	2018 Fall	Program Review Catalog, schedule, and textbooks updated to better reflect course content.
HIST 161 C Asian Civilizations II Units: 3 Lecture: 3 Laboratory: 0	* Catalog Description Update * Schedule Description Update * Advisory revalidated * AAGE: Area C * Textbook Update	45	The primary mode of instruction is lecture and may include discussion and/or group learning.	2018 Fall	Program Review Catalog, schedule, and textbooks updated to better reflect course content.
HS 161 C Dying/Death and Grief/Mourning Units: 3 Lecture: 3 Laboratory: 0	* Outline Update * Catalog Description Update * Hybrid added * FSA added Q50 Health Information Technology/Medical Records * CSUGE: Area E * Student Learning Outcomes * Textbook Update	30	Class time focuses on individualized instruction, student presentation time, and/or group learning Accreditation standard: Student-teacher ratios must be available for review and must not exceed 30:1 overall in the funeral service program.	2018 Fall	Program Review Outline, catalog and textbooks updated to better reflect course content. Content and textbooks need to be brought into alignment with contemporary mourning customs

<p>MORT 248 C Funeral Service Thanatology Units: 6 Lecture: 4 Laboratory: 6</p>	<ul style="list-style-type: none"> * Outline Update * Catalog Description Update * Schedule Description Update * Title change * Course number from MORT 264 C to MORT 248 C * Units from 4 to 6 * Lab hours: 6 hours added * Prerequisite from MORT 100 C to MORT 201 C * Add Distance Education and Hybrid * Student Learning Outcomes * Textbook Update 	<p>30</p>	<p>Class time focuses on individualized instruction, student presentation time, and/or group learning Accreditation standard: Student-teacher ratios must be available for review and must not exceed 30:1 overall in the funeral service program.</p>	<p>2018 Fall</p>	<p>Program Review Outline, catalog, schedule, title, course number, units, lab hours and textbooks updated to better reflect course content. Revising program to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations</p>
<p>MORT 288 C Funeral Service Capstone Units: 4 Lecture: 2 Laboratory: 6</p>	<ul style="list-style-type: none"> * Outline Update * Catalog Description Update * Schedule Description Update * Title change * Course number from MORT 297 C to MORT 288 C * Units from 2 to 4 * Lecture hours from 1 to 2 * Laboratory hours from 3 to 6 * Fees from \$106 to \$110 * Remove Distance Education * Prerequisite revalidated * Textbook Update * Student Learning Outcomes 	<p>30</p>	<p>Class time focuses on individualized instruction, student presentation time, and/or group learning Accreditation standard: Student-teacher ratios must be available for review and must not exceed 30:1 overall in the funeral service program, and 25:1 in clinical/laboratory courses. Required by ABFSE accreditation.</p>	<p>2018 Fall</p>	<p>Program Review Outline, catalog, schedule, title, course number, units, lecture, lab hours and textbooks updated to better reflect course content. Revising program to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations</p>

MORT 299 C Work Experience Units: 1-4 Lecture: 1 Laboratory: 5-20	* Outline Update * Catalog Description Update * Schedule Description Update * Course number from MORT 085 C to MORT 299 C * Class size from 28 to 25 * Add Distance Education and Hybrid * Textbook Update * Student Learning Outcomes	25	Class time focuses on individualized instruction, student presentation time, and/or group learning. Accreditation standard: Student-teacher ratios must be available for review and must not exceed 30:1 overall in the funeral service program.	2018 Fall	Program Review Outline, catalog, schedule, course number and textbooks updated to better reflect course content. Revising program to comply with accreditation mandates, student enrollment preferences and survey responses, and advisory committee recommendations
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COURSES SUBMITTED FOR UC TRANSFER	
COURSE ID	EFF DATE
AJ 140 C Criminal Investigation	2018 Fall
COUN 144 C Women and Careers	2018 Fall
HS 147 C Survey of Disease	2018 Fall
KIN 271 C Movement Anatomy	2018 Fall
KIN 272 C Strength and Conditioning	2018 Fall
KIN 273 C Exercise Physiology	2018 Fall
KIN 274 C Exercise Testing and Prescription	2018 Fall
REC 102 C Recreation Leadership and Diverse Groups	2018 Fall

REVISED DEGREES/CERTIFICATES

DEGREE		EFF DATE	JUSTIFICATION																																																																																							
Mortuary Science	<p>ASSOCIATE IN SCIENCE DEGREE IN MORTUARY SCIENCE</p> <p>Prerequisites</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>ENGL100 C</td> <td>College Writing</td> <td>4</td> </tr> <tr> <td>BIOL210 C</td> <td>Anatomy and Physiology</td> <td>5</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>BIOL231 C</td> <td>General Human Anatomy</td> <td>4</td> </tr> <tr> <td>MATH040 C</td> <td>Intermediate Algebra</td> <td>4</td> </tr> <tr> <td></td> <td>or</td> <td></td> </tr> <tr> <td>MATH041 C</td> <td>Combined Algebra I and II</td> <td>6</td> </tr> </table> <p>SEMESTER 1</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>MORT201 C</td> <td>Funeral Directing</td> <td>5</td> </tr> <tr> <td>MORT202 C</td> <td>Funeral Service Administration I</td> <td>4</td> </tr> <tr> <td>MORT203 C</td> <td>Methods of Disposition</td> <td>4</td> </tr> <tr> <td>MORT214 C</td> <td>Funeral Service Sciences</td> <td>5</td> </tr> </table> <p>Summer Session - Optional</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>MORT299 C</td> <td>Work Experience</td> <td>1 - 4</td> </tr> <tr> <td>MORT281 C</td> <td>Funeral Service Practicum</td> <td>4 - 12</td> </tr> </table> <p>SEMESTER 2</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>MORT204 C</td> <td>Funeral Service Administration II</td> <td>4</td> </tr> <tr> <td>MORT215 C</td> <td>Embalming</td> <td>5</td> </tr> <tr> <td>MORT234 C</td> <td>Funeral Service Ethics and Laws I</td> <td>4</td> </tr> <tr> <td>MORT248 C</td> <td>Funeral Service Thanatology</td> <td>6</td> </tr> </table> <p>SEMESTER 3</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>MORT216 C</td> <td>Restorative Art</td> <td>5</td> </tr> <tr> <td>MORT236 C</td> <td>Funeral Service Ethics and Laws II</td> <td>4</td> </tr> <tr> <td>MORT288 C</td> <td>Funeral Service Capstone</td> <td>4</td> </tr> </table> <p>Winter Intersession - Optional</p> <table border="1"> <tr> <td></td> <td></td> <td>Units</td> </tr> <tr> <td>MORT299 C</td> <td>Work Experience</td> <td>1 - 4</td> </tr> <tr> <td>MORT281 C</td> <td>Funeral Service Practicum</td> <td>4 - 12</td> </tr> </table> <table border="1"> <tr> <td>Total Units</td> <td></td> <td>50 - 58</td> </tr> </table>			Units	ENGL100 C	College Writing	4	BIOL210 C	Anatomy and Physiology	5		or		BIOL231 C	General Human Anatomy	4	MATH040 C	Intermediate Algebra	4		or		MATH041 C	Combined Algebra I and II	6			Units	MORT201 C	Funeral Directing	5	MORT202 C	Funeral Service Administration I	4	MORT203 C	Methods of Disposition	4	MORT214 C	Funeral Service Sciences	5			Units	MORT299 C	Work Experience	1 - 4	MORT281 C	Funeral Service Practicum	4 - 12			Units	MORT204 C	Funeral Service Administration II	4	MORT215 C	Embalming	5	MORT234 C	Funeral Service Ethics and Laws I	4	MORT248 C	Funeral Service Thanatology	6			Units	MORT216 C	Restorative Art	5	MORT236 C	Funeral Service Ethics and Laws II	4	MORT288 C	Funeral Service Capstone	4			Units	MORT299 C	Work Experience	1 - 4	MORT281 C	Funeral Service Practicum	4 - 12	Total Units		50 - 58	2018 Fall	<p>Update program information as required by ABFSE accreditation and update the Course selections as requested by Mortuary Science Advisory Committee to better align the instruction material and the funeral industry practical application.</p> <p>Prerequisites remain the same.</p> <p>Removed all other courses (except the 2 listed below) and replaced with courses now listed in the revised program.</p> <p>Changed courses: MORT 264 C to MORT 248 C and MORT 297 C to MORT 288 C</p> <p>Total units from 53 to 50-58.</p>
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