Report on Governor’s Career Technical Education Initiative Lauds CC

Cypress College’s Quick Start Grant for Advanced Transportation Technology is presented to Gov. Schwarzenegger as a model.

Cypress College has been individually recognized in a report on the Governor’s Career Technical Education Initiative. The report — issued last month — was presented to the California Legislature, the Governor, and the Director of Finance.

The following is excerpted from the report, beginning on page 5.

Grant projects, focused on career areas such as Advanced Transportation Technology, are a main element of the Governor’s CTE Initiative efforts. Reported results include this example:

Cypress College Quick Start Grant provided comprehensive partnerships that increased training on hybrid and alternative fuel technologies.

George Colletti, Area Manager, Toyota Technical Education Network (T-TEN), asserts that the Cypress College/Quick Start Grant Web-site (http://votech.cypresscollege.edu/~autotech/) was the best of all T-TEN schools in the nation. The Cypress College Quick Start Program has also formed very strong partnerships with Mazda USA, Matco Tools, Snap-on Tools, and the California Motor Car Dealers Association. Steve Ford, Southern California Director, in association with Quick Start representatives from Cypress College, is establishing student internship positions within their dealership network.

Steve Donley, Project Administrator, attributes the success of the ATTE and Quick Start grants to the hard work and talent of Marty Orozco, the project Director.

Reassigned Time Task Force Recommendations to be Discussed at PAC on Sept. 6

The Reassigned Time Task Force made the following recommendations in May that will be discussed at the September President’s Advisory Cabinet meeting. Those who wish to comment on the proposal should share their thoughts with the appropriate representative(s) on PAC.

1. Implement “Reassigned Time Guidelines for Department Coordinators.”
2. “Responsibilities of a Department Coordinator” be part of the agreement when faculty accepts the responsibility to be a Department coordinator.
3. An evaluation of the recommended allocation model take place in 2010.

Cypress College Campus Website Redesign Project Underway; Launch Late Next Spring

At opening day, Rick Rams, Dean of Student Support Services provided a quick update on the campus web-redesign project. As reported, the Campus Technology Subcommittee selected Datatel’s Activecampus 2.0 in Spring 2007 as the software product that will enhance and improve our campus website.

The initial discovery phase of the project is underway. This phase is technologically intensive. Frank Smith, Director of Campus Information Technology, will get the software and server specifications so the product can be installed.

Later in the semester, the committee will working on establishing the timeline and implementation guidelines for this project—including training for users such as faculty and staff.

By late-Spring 2008, the new website will be launched. Updates on this project will be posted in @Cypress. Be sure to stay tuned.

Members of the Campus Technology Subcommittee on Web Redesign include: Jessica Puma, Frank Smith, Mike Mounier, Ed Giardina, Michael Johnson, Robert Johnson, Deann Burch, Marc Posner, and Rick Rams.
For updated information, visit the campus Web site at http://CypressCollege.edu.

Buildings
AC  Anaheim Campus
BUS 9 Business
CCC 6 Cypress College Complex
CE  Continuing Education
CCCE-3 30 Holder Building
FA 2 Fine Arts
G1 7 Gymnasium 1
G2 11 Gymnasium 2
HUM 1 Humanities (Language Arts and Social Science)
H  H-131 & H-136 (Humanities lecture halls)
L/LRC 32 Library/Learning Resource Center
M&O 34 Maintenance & Operations
SAC 8 Student Activities
SEM 3 Science/Engineering/Math
TA 4 Theater Arts
TE1 10 Technical Education 1
TE2 12 Technical Education 2
TE3 13 Technical Education 3/Health Science

Service Locations
Administration...............CCC
Admissions & Records.........BUS
Assessment ........................BUS
Bookstore (*)............................G2
Bursar....................................BUS
Campus Safety (**)........CCC-3
Counseling Center........FA
DSPS......................................CCC
EOPS .................................CCC
Financial Aid.........................CCC
Food Services..............HUM, TE3
Health Center.........................G2
International Students ......SAC
Locker Rooms .....................TE2
Photo ID.................................SAC

Cypress College
9200 Valley View Street
Cypress, CA 90630
(714) 484-7000
http://www.CypressCollege.edu

Construction Area (closed)
Open Pathway
S=Stairs  E=Elevator
L=Emergency Phone  =WiFi Internet
P=Parking Permit Vending Machine
F=Temporary parking areas
G=Vending Machine

Extreme Campus Makeover in Progress
Piazza
August 22, 2007
Ground Level
# Start Late, Earn Full Credit

The following full-credit courses begin during the week of September 4, 2007. To add a class, login to WebStar and input the corresponding CRN. Add codes are available from instructors at their discretion. Contact the instructor prior to the start of classes or attend the first meeting to get a code.

## Cypress College – FALL 2007

### 15- and 16-Week Classes Begin September 4, 2007

<table>
<thead>
<tr>
<th>CRN</th>
<th>SEC</th>
<th>TIME</th>
<th>DAYS</th>
<th>INSTRUCTOR</th>
<th>ROOM</th>
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</thead>
<tbody>
<tr>
<td>ACCT 099 C</td>
<td>Bookkeeping Principles and Practices</td>
<td>3 Units</td>
<td>9/5-12/19</td>
<td>Raukgust, Ramon</td>
<td>BUS-318</td>
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<tr>
<td>ACCT 112 C</td>
<td>Income Tax Procedures</td>
<td>3 Units</td>
<td>9/5-12/19</td>
<td>Raukgust, Ramon</td>
<td>BUS-320</td>
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<tr>
<td>ATC 116 C</td>
<td>Aviation/Trans Security</td>
<td>3 Units</td>
<td>9/5-12/19</td>
<td>TE1-218</td>
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<tr>
<td>ATC 123 C</td>
<td>Travel Sales &amp; Tour Operations</td>
<td>3 Units</td>
<td>9/5-12/19</td>
<td>Matsui, Nancy</td>
<td>TE1-200</td>
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<tr>
<td>ATC 175 C</td>
<td>Destinations: Africa/Pacific</td>
<td>3 Units</td>
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<td>Kamikaua, Charmaine</td>
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<tr>
<td>ATC 182 C</td>
<td>Multicultural Hospitality</td>
<td>3 Units</td>
<td>9/5-12/19</td>
<td>Reland, Kathleen</td>
<td>TE1-200</td>
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<tr>
<td>ATC 192 C</td>
<td>Airline Reservations: SABRE</td>
<td>3 Units</td>
<td>9/5-12/19</td>
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<td>ATC 270 C</td>
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<td>9/5-12/19</td>
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<td>ATC 278 C</td>
<td>Public Relations</td>
<td>3 Units</td>
<td>9/5-12/19</td>
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<tr>
<td>ANTH 102 C</td>
<td>Cultural Anthropology</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Staff</td>
<td>HUM-323</td>
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<td>AVIA 050 C</td>
<td>Special Projects-Aviation</td>
<td>2 Units</td>
<td>9/4 &amp; 12/18</td>
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<td>AVIA 132 C</td>
<td>Private Pilot</td>
<td>4 Units</td>
<td>9/4 &amp; 12/18</td>
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<td>AVIA 144 C</td>
<td>Aircraft &amp; Engines</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
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<td>Ground Trainer Laboratory</td>
<td>1 Unit</td>
<td>9/4 &amp; 12/18</td>
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<td>AVIA 232 C</td>
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<td>BIOL 102 C</td>
<td>Human Biology</td>
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<td>9/4 &amp; 12/18</td>
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<tr>
<td>CIS 050 C</td>
<td>Intro-Comp &amp; Software Concepts</td>
<td>2 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Moody, Ali</td>
<td>BUS-201</td>
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<tr>
<td>CIS 075 C</td>
<td>Business Skills Development</td>
<td>½ to 10 Units</td>
<td>9/4 &amp; 12/18</td>
<td>IZADI, Behzad</td>
<td>BUS-205</td>
</tr>
<tr>
<td>CIS 101 C</td>
<td>Intro to Keyboarding/MS Word</td>
<td>1 to 3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>PELACHIK, Patricia</td>
<td>BUS-305</td>
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<tr>
<td>CIS 103 C</td>
<td>Microsoft Excel and PowerPoint</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Wolftorn, Mary</td>
<td>BUS-305</td>
</tr>
<tr>
<td>CIS 108 C</td>
<td>Introduction to Internet</td>
<td>2 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Wu, Donna</td>
<td>BUS-205</td>
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<tr>
<td>CIS 110 C</td>
<td>Linux Operating System</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Wu, Donna</td>
<td>BUS-205</td>
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<tr>
<td>CIS 115 C</td>
<td>Desktop Publishing - Publisher</td>
<td>1 to 2 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Wolftorn, Mary</td>
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<tr>
<td>CIS 120 C</td>
<td>Advanced Internet Applications</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Moody, Ali</td>
<td>BUS-305</td>
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<tr>
<td>CIS 150 C</td>
<td>Intro. to Business Computers</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>PEACHIK, Patricia</td>
<td>BUS-305</td>
</tr>
<tr>
<td>CIS 161 C</td>
<td>PC Operating System</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Moody, Ali</td>
<td>BUS-201</td>
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<tr>
<td>CIS 162 C</td>
<td>PC Hardware Configurations</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Craic, John</td>
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<td>CIS 164 C</td>
<td>Computer Desktop Support</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Pham, Tony</td>
<td>BUS-201</td>
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<tr>
<td>CIS 179 C</td>
<td>Intro. to Web Page Design</td>
<td>2 Units</td>
<td>9/4 &amp; 12/18</td>
<td>IZADI, Behzad</td>
<td>BUS-205</td>
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<tr>
<td>CIS 182 C</td>
<td>Data Communications Management</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Moody, Ali</td>
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<tr>
<td>CIS 185 C</td>
<td>Windows Server Administration</td>
<td>2 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Moody, Ali</td>
<td>BUS-201</td>
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<tr>
<td>CIS 187 C</td>
<td>MS Windows Exchange Server</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Moody, Ali</td>
<td>BUS-205</td>
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<tr>
<td>CIS 198 C</td>
<td>Microsoft Network Exams Prep.</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
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<tr>
<td>CIS 218 C</td>
<td>Visual C# Programming</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Moody, Ali</td>
<td>BUS-205</td>
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<tr>
<td>CIS 220 C</td>
<td>Web Page Programming</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
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<tr>
<td>CIS 223 C</td>
<td>Visual C++ Programming</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
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<td>BUS-305</td>
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<tr>
<td>CIS 246 C</td>
<td>PHP Programming</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
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<td>BUS-305</td>
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<tr>
<td>CIS 247 C</td>
<td>Python Programming</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
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<td>BUS-305</td>
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<tr>
<td>CIS 250 C</td>
<td>Word Processing</td>
<td>1 to 5 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Moody, Ali</td>
<td>BUS-205</td>
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<tr>
<td>CIS 251 C</td>
<td>Advanced Word Processing</td>
<td>1 to 5 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Moody, Ali</td>
<td>BUS-205</td>
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<tr>
<td>CIS 260 C</td>
<td>Game Concepts Development</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
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<tr>
<td>CIS 263 C</td>
<td>Mobile Game Programming</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Moody, Ali</td>
<td>BUS-305</td>
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<tr>
<td>CIS 270 C</td>
<td>Human Information Systems</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Moody, Ali</td>
<td>BUS-305</td>
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## Computer Information Systems

### COURSE REQUIREMENTS

<table>
<thead>
<tr>
<th>CRN</th>
<th>SEC</th>
<th>TIME</th>
<th>DAYS</th>
<th>INSTRUCTOR</th>
<th>ROOM</th>
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<tbody>
<tr>
<td>CTRP 030 C</td>
<td>CR Directed Practice Lab</td>
<td>½ to 10 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Freer, Carolie</td>
<td>BUS-304</td>
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<tr>
<td>CTRP 031 C</td>
<td>CR Adv. Directed Practice Lab</td>
<td>½ to 10 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Freer, Carolie</td>
<td>BUS-304</td>
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<tr>
<td>CTRP 040 C</td>
<td>Beg. Machine Shorthand Theory</td>
<td>3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Freer, Carolie</td>
<td>BUS-304</td>
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<tr>
<td>CTRP 041 C</td>
<td>Court Reporting Theory Review</td>
<td>1 to 3 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Freer, Carolie</td>
<td>BUS-304</td>
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<tr>
<td>CTRP 042 C</td>
<td>Machine Shorthand Speed Bldg 1</td>
<td>½ to 2 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Freer, Carolie</td>
<td>BUS-304</td>
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<tr>
<td>CTRP 043 C</td>
<td>Machine Shorthand Speed Bldg 2</td>
<td>½ to 2 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Freer, Carolie</td>
<td>BUS-304</td>
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<tr>
<td>CTRP 044 C</td>
<td>Machine Shorthand Speed Bldg 3</td>
<td>½ to 2 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Freer, Carolie</td>
<td>BUS-304</td>
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<td>CTRP 045 C</td>
<td>Machine Shorthand Speed Bldg 4</td>
<td>½ to 2 Units</td>
<td>9/4 &amp; 12/18</td>
<td>Freer, Carolie</td>
<td>BUS-304</td>
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<tr>
<td>CRN</td>
<td>SEC</td>
<td>TIME</td>
<td>DAYS</td>
<td>INSTRUCTOR</td>
<td>ROOM</td>
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<tr>
<td>13358</td>
<td>LS1</td>
<td>12:30-2:35P</td>
<td>T</td>
<td>Polizzi, Nicholas</td>
<td>HUM-321</td>
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<tr>
<td>14301</td>
<td>LS1</td>
<td>8:00-10:55P</td>
<td>W</td>
<td>Mendoza, Armando</td>
<td>HUM-321</td>
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<tr>
<td>14599</td>
<td>LS1</td>
<td>11:00-12:20P</td>
<td>TR</td>
<td>Doak, Leslie</td>
<td>HUM-305</td>
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<tr>
<td>14190</td>
<td>LS1</td>
<td>9:00-11:15A</td>
<td>F</td>
<td>Freer, Carolee</td>
<td>BUS-304</td>
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<td>14191</td>
<td>LS1</td>
<td>9:10-10:15A</td>
<td>F</td>
<td>Freer, Carolee</td>
<td>BUS-304</td>
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<tr>
<td>14281</td>
<td>LS1</td>
<td>9:20-10:25P</td>
<td>F</td>
<td>Doak, Leslie</td>
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<td>14282</td>
<td>LS1</td>
<td>9:30-10:35P</td>
<td>F</td>
<td>Doak, Leslie</td>
<td>BUS-304</td>
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</table>

REGISTRATION FEES
Registration fees are due and payable at the time of registration! They must be paid within 72 hours after registration or you MAY BE DROPPED from your classes.
Accelerated A.A.

- Start your bachelor’s degree at Cypress College and complete your general education requirements for a fraction of the cost charged at universities. The typical class costs just $60.
- The Accelerated A.A. program offers courses that meet university requirements.
- Nearly all classes are completed on weekends and online.

### ON CAMPUS – 3 Weeks
**Oct. 27 – Nov. 17**

<table>
<thead>
<tr>
<th>Course</th>
<th>CRN</th>
<th>Day, Time</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>COUN 060C</td>
<td>14646</td>
<td>S 9:00am-1:15pm</td>
<td>Dugan, M.</td>
<td>HUM-115</td>
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### ON CAMPUS – 4 Weeks
**Aug. 20 – Oct. 24**

<table>
<thead>
<tr>
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<th>CRN</th>
<th>Day, Time</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>PSY 101C</td>
<td>12722</td>
<td>F 6:00pm-9:50pm</td>
<td>Martinez, M.</td>
<td>HUM-124</td>
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### ON CAMPUS – 5 Weeks
**Session 1 – Sep. 28 – Oct. 27**

<table>
<thead>
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<th>Instructor</th>
<th>Room</th>
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</thead>
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<tr>
<td>DANC 101C</td>
<td>12717</td>
<td>S 8:00am-3:00pm</td>
<td>McDowell, C.</td>
<td>FA-311</td>
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<tr>
<td>HIST 170C</td>
<td>12725</td>
<td>F 6:00pm-9:50pm</td>
<td>Reeve, T.</td>
<td>HUM-330</td>
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### Session 2 – Nov. 2 – Dec. 8

<table>
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<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG 102C</td>
<td>13408</td>
<td>F 5:00pm-9:50pm</td>
<td>Mendoza, A.</td>
<td>HUM-321</td>
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<tr>
<td>HIST 170C</td>
<td>12739</td>
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<td>Reeve, T.</td>
<td>HUM-330</td>
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<td>PSY 101C</td>
<td>12727</td>
<td>F 6:00pm-9:50pm</td>
<td>Alegre, I.</td>
<td>HUM-124</td>
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### ON CAMPUS – 5 Weeks
**Session 1 – Aug. 20 – Oct. 24**

<table>
<thead>
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<th>Instructor</th>
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<tr>
<td>SPCH 100C</td>
<td>12956</td>
<td>S 8:00am-1:50pm</td>
<td>Christman, C.</td>
<td>HUM-247</td>
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</table>
ONLINE & HYBRID – 9 Weeks
Session 1 – Aug. 20- Oct. 21
Course | CRN  | Instructor
--- | --- | ---
ANTH 102C | 14200  | Floyd, B.
ECON 100C | 13122  | Odebunmi, M.
ENGL 100C | 12657  | Wahbe, R.
ENGL 102C | 13865  | Diep, C.
ENGL 103C | 12666  | Talwar, A.
POSC 100C | 13183  | Petri, M.
PSY 101C | 13430  | Martinez, R.
SOC 101C | 13247  | Rhymes, R.

Session 2 – Sep. 4 – Nov. 4
Course | CRN  | Instructor
--- | --- | ---
Thea 100C | 14439  | Christensen, G.
Thea 100C | 14440  | Depontee, F.

Session 3 – Oct. 22 – Dec. 20
Course | CRN  | Instructor
--- | --- | ---
CIS 111 | 13306  | McKnight, R.
ECON 105 | 14081  | Odebunmi, M.
ENGL 102C | 13877  | Diep, C.
ENGL 103C | 13012  | Wahbe, R.
PHIL 100C | 14465  | Borcoman, K.
Thea 100C | 12700  | Polsky, D.
Thea 100C | 12701  | Miller, D.

ONLINE & HYBRID – 12 Weeks
Oct. 1 – Dec. 20
Course | CRN  | Instructor
--- | --- | ---
ENGL 100C | 13894  | McAlister, K.
ENGL 100C | 13896  | McAlister, K.

Important Phone Numbers
“Accelerated A.A.” Information .................................................................(714) 484-7150
Admissions ..........................................................................................(714) 484-7410
Assessment .........................................................................................(714) 484-7223
Counseling .........................................................................................(714) 484-7015
Disabled Services .............................................................................(714) 484-7104
Division Offices
Business/C.I.S. ..................................................................................(714) 484-7211
Counseling and Student Development ..............................................(714) 484-7334
Fine Arts ..............................................................................................(714) 484-7142
Health Science ....................................................................................(714) 484-7283
Language Arts ....................................................................................(714) 484-7169
Physical Education/Athletics .................................................................(714) 484-7352
Science/Engineering/Mathematics ......................................................(714) 484-7153
Social Science .....................................................................................(714) 484-7185
Vocational/Technical ..........................................................................(714) 484-7231
EOPS ......................................................................................................(714) 484-7368
Financial Aid ........................................................................................(714) 484-7114
Orientation ...........................................................................................(714) 484-7334
Photo I.D. ..............................................................................................(714) 484-7199
Registration ..........................................................................................(714) 484-7421

Services Available
A variety of services are offered to help Cypress College students be successful in their academic efforts. A listing of services, a description of each and their standard operating hours can be found in the schedule of classes on pages 141-143. For information about service hours, please view the pages referenced above or contact the office for the service you’re interested in.

About Cypress College

FULL-CREDIT:
58 bachelor’s-degree programs are equivalent to the first two years at Cal State, the University of California, and many private universities

FAST:
139 career-certificate programs, completed in one semester to two years

EARN MORE:
Associate’s degrees in 51 areas of study; earning an associate’s degree boosts lifetime earnings by $250,000

LOW COST:
$60, plus books, for a typical class

FINANCIAL AID:
Cypress College administers more than $12 million annually

FLEXIBLE:
Classes available during the day, evening, on the weekend and even online

For nearly a half-million people — including actors, athletes, doctors, executives, mechanics, nurses and teachers — Cypress College has been a springboard to their dreams. For some, Cypress College is the ticket into their university of choice and for others it provides essential training for a rewarding career. Just one Cypress College class is often all it takes to provide cutting-edge skills that lead to a promotion or a new job.

Cypress College, founded in 1966, provides a quality higher education to more than 14,000 students of diverse backgrounds each semester. The 110-acre Cypress College campus features a lake, park-like study areas and beautiful weather year-round.

Cypress College is the American Dream

At Cypress College you can start with nothing and leave with all the skills you need to thrive. All it takes is determination and desire. When either runs low, our friendly, supportive staff will lend a hand.
REGISTRATION INFO
from Admissions and Records

Q. Can students still apply for the Fall semester?
A. Yes! Students can apply by accessing our online admissions application on the college website.

Q. Who needs to apply?
A. NEW students who have never attended Cypress or Fullerton College and RETURNING students who have had a break in attendance of one or more semesters at Cypress or Fullerton College.

Q. How does the student know the admissions application has been submitted and processed?
A. When the student submits the application, they are given a confirmation number. They will receive two emails. One will be about the application’s acceptance. One will be about registration and other needed info.

Q. How does an admitted student add a class once the semester has started?
A. The student must obtain a four-digit add code from the instructor—providing seats are available.

Q. Where do instructors obtain these add codes?
A. Add codes are found on the bottom of the “Printable Attendance” roster printed from WebStar.

Q. How is it decided what students will be allowed to add?
A. Add codes are given at the discretion of the instructor.

Q. When should the add code be given to the student?
A. Instructors need to give students the add codes RIGHT AWAY so that the add deadline is not missed. Deadlines are publicized in the Class Schedule.

Q. Do students come to the Admissions and Records Office to add classes?
A. No, after they obtain the add code, they add (and drop) classes using Webstar.

Q. What’s the process of adding if the add deadline has passed?
A. A Late Add form must be completed by the student, instructor and dean before submitting it to A&R.

Q. What are WebStar’s hours?
A. WebStar is available 7am – 11:30pm Monday through Saturday. Available Sundays are listed in the WebStar Hours schedule at the bottom of the WebStar logo.

Q. What happens if students add but don’t pay their fees?
A. They may be dropped from their classes and a hold may be placed on their student record which will prevent them from adding/dropping classes, obtaining transcripts, registering for future semesters, etc.

Q. If students are dropped because of non payment of fees, can they get back into the classes?
A. They can try to re-add the classes before they start.
B. If a class has started, an add code will be needed in order to add before the deadline.
C. The student must pay the fees immediately (online with a credit card or in person with cash or check).
D. If a student feels an error has been made, they need to contact the Admissions and Records Office immediately.

Q. What proves that students are officially enrolled?
A. Current rosters prove official enrollments. Instructors also receive add/drop notifications every 24 hours.

Q. Can students sit in the classroom if they are not officially enrolled?
A. If students are not on the current attendance roster, they should not be allowed to sit in the class because of the enormous liability it presents for the college.

8/2007
Specific Models/Overview of Implementation

In general, California’s communities have exhibited a strong demand for the opportunities offered through the Governor’s CTE Initiative. Although Requests for Applications (RFAs) were written with rather high eligibility requirements and performance demands, many more applications were received and eligible for funding than were funded. In other words, there was a high demand for a finite number of grants. For example, during the first round of the first year of funding, 147 total applications were received from partnerships, with 117 meeting the qualifications for funding. Resources provided in the budget allowed for funding 45 grants, well below half of those eligible. (See Appendix 4 for details on funding.) The oversubscription of the funds demonstrates a continued need for such targeted funding and indicates a compelling need for additional resources. Furthermore, California’s economy – indeed the nation’s economy – currently is continually and rapidly evolving with new occupations and/or new technology in established occupations. Changes create a parallel need in California’s CTE system for both more courses and career pathways and improvements in existing CTE efforts to keep pace with the changing skills demands.

Quick Start Projects - Through competitive design, many local projects feature high skill, emerging industry Career Technical Education. (See Appendix 1 for a complete compilation of projects, based on regional distribution.) In addition to the outcomes of the aforementioned Biotech Boot Camp project, strong partnerships are being formed and regional priorities targeted. For example, in 2006, Grossmont College received a two-year Quick Start grant to establish a Regional Allied Health and Science Initiative (RAHSI). A Regional Healthcare Education Ad-Hoc Advisory Board was assembled. At its first meeting, the following objectives were identified:

- Support existing and potential school pathway programs;
- Maximize funding potential;
- Provide networking opportunities for both schools and industry decision makers;
- Expand career exploration activities and programs; and,
- Discuss local industry recognition of health pathway graduates.

Since the grant was awarded, most high schools in San Diego County are creating Health Career Pathway Programs, which engage students in a rigorous and relevant sequence of courses and support transition into college programs that address healthcare workforce needs. The core of the project is to focus on redesigning high school curricula to incorporate:

- Healthcare applications;
- Career Exploration activities;
- State Biology and Healthcare Standards and
- Industry Skills.

Similar projects, focused on career areas such as Advanced Transportation Technology, are a main element of the Governor’s CTE Initiative efforts. Reported results include this example:

**Cypress College Quick Start Grant** provided comprehensive partnerships that increased training on hybrid and alternative fuel technologies.
George Colletti, Area Manager, Toyota Technical Education Network (T-TEN), asserts that the Cypress College/Quick Start Grant Web-site (http://votecyypresscollege.edu/~autotech/) was the best of all T-TEN schools in the nation. The Cypress College Quick Start Program has also formed very strong partnerships with Mazda USA, Matco Tools, Snap-on Tools, and the California Motor Car Dealers Association. Steve Ford, Southern California Director, in association with Quick Start representatives from Cypress College, is establishing student internship positions within their dealership network.

Immediate outcomes include:

- High school students have been granted special admittance to Cypress College Automotive Technology Program. (26 new high school students have enrolled)
- The Cypress College Automotive Technology Department is offering National Automotive Technicians Education Foundation (NATEF) certification workshops for local High School campuses. Forty faculty have attended this “train-the-trainer” event.
- From September 2006 to May 2007, over 400 new students have received an overview/orientation of career opportunity in the transportation field.

Another indicator of the industry demand for programs that respond to workforce preparation demands is the amount of industry match the programs generate. During the first year of implementation, the Quick Starts greatly exceeded the required 30% match, either cash or in-kind. In actuality, the grants generated a 94% match ($11,092,469 match/$11,797,400 grant funds). Because these first projects targeted high demand, high skills occupations, which were aligned with economic development strategic priorities, industry match as well as active participation in the project, was high.

In addition to the Quick Start Projects, grants have been awarded to regional partnerships for the purpose of strengthening CTE programs. The Strengthening of CTE Program grants are an assessment of the capacity of high schools and community colleges to engage in, and support, effective, integrated, four-year programs of career and technical preparation. Selected preliminary findings from these funded projects to date are detailed in Appendix 2.

Although we believe that a comprehensive assessment would be premature, due to the length of time required to establish and evaluate results from integrated four-year programs of career and technical preparation, preliminary findings foreshadow positive outcomes. The independent evaluation of the Governor’s CTE Initiative projects should further our understanding of program success as well as weaknesses to overcome. In the longer term, the Evaluation Project for Governor’s CTE Initiative implementation will provide greater insights into project outcomes. Through a competitive grant awarded to WestEd (using a community college fiscal agent) the project will be analyzed, both formatively and comprehensively, along with an empirical longitudinal study of participants.
MEMO

TO: PAC  
FROM: Reassigned Time Task Force  
SUBJECT: Recommendation for reassigned time for Department Coordinators  
DATE: May 17, 2007

The Reassigned Time Task Force was a committee established by President’s Advisory Cabinet and was composed of the following members: Cherie Dickey, Steve Donley, Steve Gold, Rob Johnson, Ina Rydalch, Dan Snook, Mike Kasler, and Carol Welsh. The Task Force was charged with the following responsibilities:

- Recommend guidelines for equitable distribution of reassigned time for Department Coordinators.
- Recommend “general” job responsibilities for areas allocated reassigned time.
- Recommend guidelines for equitable distribution of reassigned time for other campus related programs.

Time constraints restricted the committee to address only the first two areas: distribution of reassigned time and “general” job responsibilities for department coordinators. Reassigned time for other campus related programs will be addressed during the 2007-2008 academic year.

Department coordinators and all other faculty are assumed to work a 40-hour week when teaching a full load of 15 units. As an example of reassigned time, 3 units or 20% of load equals 8 hours per week. Over a 35-week academic year, that totals 280 hours of reassigned time.

We realize that many department coordinators put in many more hours than they receive in reassigned time, and often they do so during their summer “vacations” and semester breaks. While we have recommended more reassigned time and tried to make the distribution more equitable, it is not economically feasible to compensate coordinators for all the hours they put in, and we want to express our sincere appreciation for their efforts over and above what they receive in reassigned time.

The committee met on 14 occasions, totaling about 22 hours, reviewing and discussing the data and other information collected internally and from other colleges. This does not include the additional time spent by each committee member on a variety of research tasks and other assignments throughout the process.

The committee quickly realized that the activities of the department coordinators vary greatly due to many factors, including the following:

- The instructional environment and methodologies used in the department.
- The number of full-time and part-time faculty in the department.
- The frequency and extent of curriculum changes.
- The accreditation requirements of the department.
- The equipment and supplies used by the department.
- The expectations of the Division Dean.
- The willingness of the Coordinator to take on important but non-assigned tasks.
- The need for communication and interaction with students and the public outside of the classroom.
- Labs, performances, and other non-classroom student activities.
j) The need for the department to recruit.

The committee made use of all of the following to reach its conclusions:
1. The present allocation of reassigned time for department coordinators and the dollar expenditure from the general fund.
2. The available reassigned time and professional expert pay from categorical funds.
3. The methods for determining reassigned time used by other colleges.
4. The responsibilities/expectations associated with reassigned time, i.e., IQA, state licensing, accreditation, certification compliances, adjunct evaluations, etc.
5. The information provided by the department coordinators and compiled by the Academic Senate President during the fall of 2006.
6. The survey information provided by division deans and department coordinators.
7. Interviews with division deans to review and clarify information in #6 and answer specific questions committee members had regarding various coordinator responsibilities.
8. Availability of resources.

It should be noted that the recommendation for total allocation of reassigned time for department coordinators represents an increase of 57% over the college’s current level of reassigned time, and an additional expense to the campus of approximately $116,521.00.

The Reassigned Time Task Force makes the following recommendation to address the first two areas the committee was asked to focus on:
1. Implement the attached “Reassigned Time Guidelines for Department Coordinators” in the 2007-2008 academic year, effective Fall 2007.
2. Include the “Responsibilities of a Department Coordinator” as part of the agreement when faculty accepts the responsibility to be a Department coordinator.
3. The Committee also recommends that an evaluation of the recommended allocation model take place in 2010 to determine if modifications/adjustments need to be made to the allocation of reassigned time and/or responsibilities for department coordinators.
Representatives from all of the District-sponsored health and dental plans will be available to answer questions and obtain information regarding upcoming health and dental changes.

Health plan changes include two new health plans now available to employees:

- **PERS Select PPO** (available in addition to existing PERSCare and PERSChoice PPO plans)
- **Blue Shield NetValue HMO** (available in addition to the existing Blue Shield Access+ HMO plan)

Other changes include:

- **Dental plans**—United Concordia will no longer be available effective September 30, 2007, and all participants who wish to continue dental coverage must move to the new DHMO plan with DeltaCare USA or the PPO plan with Delta Dental Premier.

- **Vision plan** carrier, EyeMed Vision Care, is eliminating the Premier Plan and replacing it with a new plan. More information will be available at the health fair and staff will answer your questions about options.

Also—representatives from J.C. Insurance Services and Pacific Educators will be on hand to answer questions and provide information regarding life, disability, and accident insurance. (This insurance is not limited to open enrollment, and can be obtained throughout the year.)

District Benefits/Human Resources is sponsoring a Health Fair at your campus!

**Wednesday, August 22nd** — Fullerton College Faculty Lounge  
**Wednesday, August 29th** — Cypress College, CC Complex, 4th Fl., Room 419  
**Wednesday, September 5th** — Anaheim Campus, 1st Fl., Room 105

**Orange County Teachers Federal Credit Union**

Representatives from OCTFCU will be available with information on all of their services, including: new enrollment, Summer Saver program, investment options, and assistance with all financial needs for members.

OCTFCU has generously provided four (4) $25.00 gift checks that will be given as door prizes—so stop by and enter the drawing!

Watch your campus mail for your Open Enrollment Benefits information! Be sure to return any changes to your health, dental or other elected options by October 12, 2007.

For more information on District-sponsored benefits and Open Enrollment, please contact:

Terry Chambers, Benefits/HR — (714) 808-4815 or tchambers@nocccd.edu.
For Immediate Release
Contact: Ron Owens
916-327-5356 Office
916-804-4238 Mobile
rowens@cccco.edu

July 9, 2007

California Community Colleges Board of Governors
Appoints Dr. Diane Woodruff Interim Chancellor
‘First woman to lead the largest higher educational system in the world’

SACRAMENTO – The Board of Governors (BOG) of the California Community Colleges has appointed Dr. Diane Woodruff as Interim Chancellor, announced BOG President Kay Albiani.

“The Board of Governors has made an historic decision by naming the first woman to lead the largest higher educational system in the world,” said BOG President Albiani. “We, as a Board, are impressed with Dr. Woodruff’s executive experience, management style, administrative background, breadth of knowledge of our community college system and commitment to students.”

Interim Chancellor Woodruff served as the Superintendent/President of the Napa Valley College for ten years, prior to coming to the Community College League of California where she served as Interim President/CEO and Vice President. In addition to her CEO positions, she has more than 25 years of experience in community colleges at the following levels: faculty, dean, and vice president of instruction and student services.

“Diane’s experience has enabled her to see things from both a local and a statewide perspective,” said Charles Meng, a member of the Napa Valley College district board of trustees and board member of the California Community College Trustees Association. “She will bring that same approach in her role as Chancellor. She has a wonderful ability to get a group of people working together towards a common goal. You are very lucky to have her as your Interim Chancellor.”

Joan Bennett, former trustee for Napa Valley College and vice mayor of the City of American Canyon, said she is also pleased at the BOG’s decision. “It is rare to find someone with Diane’s people skills and technical skills. She will do a fantastic job in her new role,” she said.

Woodruff received her bachelor of arts and masters degrees at the University of California, Berkeley. She received her Ed.D. from the University of Southern California in 1979.

Woodruff was a specialist in the Chancellor’s Office from 1980 to 1983. “It is a real honor to return to the Chancellor’s Office to serve as Interim Chancellor,” Woodruff said. “I am passionate about the mission of California’s community colleges and our role in providing the highest quality
instruction and student services to our 2.5 million students. Community college education has been my life’s work. I have seen first hand the difference that community colleges make in our students’ lives and our impact on the economic health and vitality of California.”

Dr. Woodruff will succeed Chancellor Marshall (Mark) Drummond, who announced his resignation to become Chancellor of the Los Angeles Community College District later this month. Woodruff’s appointment begins August 1, 2007. She is expected to serve for approximately one year.

BOG President Albiani said that now that an Interim Chancellor has been appointed, the BOG will conduct a nationwide search for a permanent Chancellor. The Interim Chancellor’s annual salary will be $192,000.

Woodruff said that she looks forward to working with the Board of Governors, system leaders, the legislature and the Governor to keep the colleges moving forward in service to California. “I welcome this new challenge and hope to make a positive contribution during this transition period. I will do my best to carry on the excellent work of Chancellor Drummond.”

The California Community Colleges is the largest higher educational system in the nation comprised of 72 districts and 109 colleges with more than 2.5 million students per year. Community colleges supply workforce training and basic skills education, prepare students for transfer to four-year institutions and offer opportunities for personal enrichment and lifelong learning. The System Office provides leadership, advocacy and support under the direction of the Board of Governors of the California Community Colleges. For more information about the community colleges system, please visit http://www.cccco.edu.

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Dr. Kasler speaks at Opening Day 2007-2008, his first as President of Cypress College (left).

Student Mario Chairez talked about his past and the support he has found here at Cypress College (bottom center).

Dr. Kasler was a contestant on “The Newlypres Game” with host Roberta Eubanks (lower left).

Opening Day closed out with the series finale of “The Cypranos.” In this scene (lower right) Pat Ganer waits for Dr. Kasler to arrive. She asked him to share the most important thing about his first Opening Day — unfortunately, all the lights, audio and projection went out, so we never really got to see the end. It must have been art imitating life.