



DISTRICT CURRICULUM COORDINATING COMMITTEE

March 8, 2019

1:30 PM - Room: 100B

Voting Members Present: Jennifer Combs (FC Chair), Silvie Grote (CC Chair), Candace Lynch (NOCE Chair), Carmen Dominguez, Scott Lee, Jacquelyn Rangel, Jose Ramon Nuñez,

Non-Voting Members Present: Cherry Li-Bugg (Chair), David Soto, Annalisa Webber, Greg Schulz,

Absentees: Karen Bautista,

Recording Secretary: David Soto

Resource(s): David Soto, Annalisa Webber

I. Call to Order: The meeting was called to order at 2:02 PM.

II. Introductions: Carmen Dominguez – CC VPI to the group

III. Approval of Meeting Minutes: Motion to approve the minutes of November 9, 2019, made by Jacquelyn Rangel; seconded by Jennifer Combs. Motion carried by unanimous vote.

IV. **Cypress College Curriculum:** Silvie Grote presented the following items for acceptance/approval.

A. **Revised Courses:** (No Motion Required)

CHIN 101 C; CHIN 102 C; CHIN 203 C

The revised courses were accepted by DCCC. No motion.

V. **North Orange Continuing Education:** Candace Lynch presented the following items for acceptance/approval.

A. **New Courses:** for New CDCP Program

ABED 115; ABED 116; ABED 117; ABED 120; ABED 124; ABED 150

Motion to approve by Candace Lynch; seconded by Jennifer Combs. Motion carried by unanimous vote



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### B. New CDCP Program with New Courses

College Preparation Math Skill 1; College Preparation Math Skill 2; College Preparation Math Skill 3

Motion to approve by Candace Lynch; seconded by Jennifer Combs. Motion carried by unanimous vote

### C. Revised Courses

ABED100; PARN 101; PARN 200; PARN 260; PARN 261; PARN 262;

The revised courses were accepted by DCCC. No motion.

### VI. Master Database:

- ❖ Dr. Silvie Grote of CC found discrepancy in faculty pay/load.

### VII. Reuse of Course Numbers:

- ❖ Jacquelyn Rangel of CC cited Laurie Triefenbach of District Services in a concern regarding the re-use of course numbers. Cypress will continue to reuse numbers after 5 years as is consistent with their internal policy.

### VIII. Catalog Description:

- ❖ Laurie Triefenbach (District Coordinator of Catalog/Schedule) has suggested a consistent practice with FC and CC regarding Catalog Description language in the Catalog and Schedule for each campus. FC Chair, Dr. Jennifer Combs and CC Chair Dr. Silvie Grote acknowledged differences and agreed to draft language together to align language for both campus use. Review of language will occur at the next DCCC meeting.

### IX. Curriculum Task Force (CTF) Standing Report:

- ❖ EST Coordinator, David Soto shared the Curriculum Inventory Demo Dates for each campus.
  - FC = March 20 (Courseleaf) & 27 (E-Lumen) both demonstrations to be held in Room 324 from 1:00 – 5:00pm
  - CC = April 23 (Courseleaf) & 24 (E-Lumen) both demonstrations to be held in the TLC-LRC from 12:00 – 4:00pm. E



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### X. Educational Services Technology Team (ESTT) Standing Report:

- ❖ EST Coordinator, David Soto reported on 2 meetings were held so far by the team, and noted that meetings have promoted transparency and clarity between campus technical experts. FC VPI, Jose Ramon Nuñez asked for an identification of steps and clarification of structure post State Approval of Curriculum, and how “everything gets translated to everything else”. David Soto acknowledged this request and will be bringing information to future meetings.

### XI. Districtwide Class Size:

- ❖ FC Chair, Jennifer Combs, informed the committee on work to develop guidelines to the guidelines in order to address current class size practices. FC and CC class size number difference was not an issue for Dr. Combs as the focus on these numbers are to meet the needs for efficient pedagogy standards. Dr. Combs agreed to revisit with discipline faculty and continue discussion on class size evolution. Dr. Li-Bugg will work with the campus VPIs to develop a list of comparable courses based on C-ID

### XII. Meeting Dates 2019/2020:

#### **Fridays:**

- ❖ August 23, 2019
- ❖ September 13, 2019
- ❖ October 11, 2019
- ❖ November 8, 2019
- ❖ December 6, 2019
- ❖ January 17, 2020 (if needed)
- ❖ February 7, 2020
- ❖ March 6, 2020
- ❖ April 3, 2020
- ❖ May 8, 2020
- ❖ June 12, 2020

### XIII. Discussion:

XIV. Next Meeting: April 5, 2019, at 1:30 p.m., in Room 101A, at the Anaheim Campus

VII. Adjournment: The meeting adjourned at 3:12 pm.