



NORTH ORANGE CONTINUING EDUCATION Curriculum Committee Meeting

February 08, 2022
3:00 - 4:30 p.m.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Reading and Approval of Minutes
- IV. Public Comments (2 minute max)
- V. Report of Curriculum Chair
- VI. Report of DE Coordinator
- VII. Old Business
 - a. Course updates
 - i. Classroom Essentials for Program Success - NOCE 2021-2022 Catalog
 - ii. Business Information Worker II - NOCE 2021-2022 Catalog
 - iii. ESL Specialty Courses - NOCE 2022-2023 Catalog
- VIII. New Business
 - a. New Courses
 - b. Course Deactivations
 - c. New Programs
 - d. Modified Program
 - e. Older Adults Program restructuring
 - f. Auto awarding of certificates
 - g. AP 4020 Program and Curriculum Development
- IX. Discussion
- X. Announcements
- XI. Adjournment

Location: CCC Confer Zoom,
<https://nocccd-edu.zoom.us/j/96434502085>
Dial via cell or landline: (669) 900-9128
Meeting ID: 964 3450 2085

New Courses						
Course ID	Title	Hours	Course Description	TOP Code CB 03 SAM Code CB 09	Eff Date	Justification
ESLA 1071	ESL College Success Skills: Listening and Speaking	180	ESL students will practice the listening and speaking skills needed in a post-secondary academic setting, including listening to academic lectures, taking notes, participating in class discussions, giving presentations, and taking exams. Students will practice the technological skills needed for academic success and experience campus life through field trips to local colleges. For intermediate high and advanced level ESL students.	4930.86 - English as a Second Language - Speaking/Listening D - Possible Occupational	2022 Fall	This course is part of a college transition program. It is designed to give students the skills necessary to complete the college application process and to succeed in college.
ESLA 1073	ESL College Success Skills: Reading and Writing	180	Acquire reading, writing, test-taking, critical thinking, and technological skills necessary for success in college. Learn American cultural norms in the classroom. Participate in campus life through field trips to local colleges. For intermediate high and advanced level ESL students.	4930.87 - English as a Second Language - Intergrated D - Possible Occupational	2022 Fall	This course will help ESL students who plan to attend college by bridging the gap between general English and academic English.
PARN 296	Many Identities, One Diverse Nation	24	The purpose of this course is to help parents and caregivers gain awareness and understanding around the "Identity" and "Diversity" components of k-12 anti-bias framework. Students will gain an understanding of the terms personal and social identity, intersectionality, visible and invisible identity, and explore how individual identities contribute to a national identity that is United States.	1305.60 - Parenting and Family Education D - Possible Occupational	2022 Fall	This course is the second of three courses in Parenting's Understanding Anti-Bias Framework course track. It details the first two of the four components of the Learning for Justice's Anti-Bias Framework: Identity and Diversity.
PARN 297	Raising Culturally Responsive Children	24	The purpose of this course is to help parents and caregivers gain awareness and understanding around the "Justice" and "Action" components of k-12 anti-bias framework. Students will learn about personal identities, labels, confirmation bias, belonging, human rights, discrimination, speaking up, speaking out, and making human rights universal.	1305.60 - Parenting and Family Education D - Possible Occupational	2022 Fall	This is the last of a 3 course series under LEAP PARN that addresses 2 of the 4 k-12 Social Justice Standards of "Action" and "Justice".

Course Deactivations		
Course ID	Title	Eff Date
ABE 105	SCE Learning Center	2022 Summer
ESLA 1070	ESL Academic Distance Learning	2022 Summer
ESLA 170	ESL and Civics Education, Beginning Low	2022 Summer
ESLA 171	ESL and Civics Education, Beginning High	2022 Summer
ESLA 172	ESL and Civics Education, Intermediate Low	2022 Summer
ESLA 173	ESL and Civics Education, Intermediate High	2022 Summer
ESLA 174	ESL and Civics Education, Advanced	2022 Summer
ESLA 220	ESL Reading and Writing, Beginning	2022 Summer
ESLA 221	ESL Reading and Writing, Intermediate to Advanced	2022 Summer
ESLA 600	ESL Advanced	2022 Summer
ESLA 806	A+ VESL	2022 Summer
ESLA 809	American Idioms	2022 Summer
IHSS 103	High School English 4	2022 Summer
IHSS 117	High School Vocational Math	2022 Summer
IHSS 120	High School Life Science	2022 Summer
IHSS 127	High School Computer Literacy	2022 Summer
IHSS 167	High School English Basic Skills	2022 Summer
IHSS 177	High School Reading	2022 Summer
IHSS 500	High School Language Arts I	2022 Summer
IHSS 501	High School Language Arts II	2022 Summer
IHSS 846	High School Algebra 1A	2022 Summer
IHSS 847	High School Algebra 1B	2022 Summer
IHSS 991	High School Business Law	2022 Summer
IHSS 995	High School American History 1	2022 Summer
IHSS 996	High School American History 2	2022 Summer
IHSS 999	High School Business Writing	2022 Summer

New Programs					
Program		Eff Date	Justification		
ESL for Community Involvement, Beginning	The ESL for Community Involvement, Beginning certificate is an integrated language program meaning that all language skills are addressed at the beginning level of English language acquisition. The program has one required course: ESL for Community Involvement, Intermediate to Advanced. The program has at least one required elective course from a choice of seven, and students can choose the elective course that focuses most closely on their individual learning needs and goals.		2022 Fall	The main goal of the ESL for Community Involvement, Beginning certificate program is to provide ESL students English emergence and development in all four language skills: reading, writing, listening, and speaking. The topics are based on adult learners' personal, family and community-based goals. Grammar, vocabulary, and pronunciation are covered within the context of those topics. The learning objectives of this program are focused on the language acquisition needed to help students reach their English language-based goals.	
	Core courses				
		Hours			
	ESLA 260	ESL for Community Involvement, Beginning			180
	Elective courses (must choose 1 of 7)				
		Hours			
	ESLA 180	ESL Reading Skills, Beginning			36
	ESLA 182	ESL Speaking Skills, Beginning			36
	ESLA 185	ESL Writing Skills, Beginning			36
	ESLA 222	ESL Grammar Review, Beginning			36
	ESLA 225	ESL Vocabulary Review, Beginning			36
	ESLA 250	American Idioms-Beginning			36
	ESLA 801	Computer Skills for ESL, Beginning			36
Total Hours		216			

New Programs					
Program		Eff Date	Justification		
ESL for Community Involvement, Intermediate to Advanced	The ESL for Community Involvement, Intermediate to Advanced certificate is an integrated language program meaning that all language skills are addressed at the intermediate to advanced level of English language proficiency. The program has one required course: ESL for Community Involvement, Intermediate to Advanced. The program has at least one required elective course from a choice of seven, and students can choose the elective course that focuses most closely on their individual learning needs and goals.	2022 Fall	The main goal of the ESL for Community Involvement, Intermediate to Advanced certificate program is to provide ESL students English language fluency building in all four language skills: reading, writing, listening, and speaking. The topics are based on adult learners' personal, family and community-based goals. Grammar, vocabulary, and pronunciation are covered within the context of those topics. The learning objectives of this program are focused on the language acquisition needed to help students reach their English language-based goals.		
	Core courses				
				Hours	
	ESLA 261			ESL for Community Involvement, Intermediate to Advanced	180
	Elective courses (must choose 1 of 7)				
				Hours	
	ESLA 181			ESL Reading Skills, Intermediate to Advanced	36
	ESLA 183			ESL Speaking Skills, Intermediate to Advanced	36
	ESLA 186			ESL Writing Skills, Intermediate to Advanced	36
	ESLA 223			ESL Grammar Review, Intermediate to Advanced	36
	ESLA 226			ESL Vocabulary Review, Intermediate to Advanced	36
	ESLA 251			American Idioms - Intermediate, Advanced	36
	ESLA 815			Computer Skills for ESL, Advanced	36
Total Hours		216			
ESL College Success Skills Program	This is an integrated language certificate program. Students are required to complete 2 courses: ESL College Success Skills: Listening and Speaking and ESL College Success Skills: Reading and Writing. The ESL College Success Skills: Listening and Speaking course is designed to give students the academic and language skills necessary to listen to lectures and take notes; participate in academic discussions; and give formal presentations. ESL College Success Skills: Reading and Writing focuses on applying reading and writing techniques within the context of academia. Its goals are to develop critical thinking skills, research skills, note-taking skills, academic vocabulary, and writing styles required to participate in credit courses.	2022 Fall	The main goal of the ESL College Success Skills Program is to provide support for ESL students transitioning into college in the U.S. The Program's aim is to develop college level listening, speaking, reading, and writing skills. Topics are specific to various fields of study in higher education. Grammar, vocabulary, and pronunciation are covered within the context of these topics. Our ESL students desire to be complete members of our community with the same access to all opportunities available to native speakers of English. The ESL College Success Skills courses are designed to help students bridge any language and cultural gaps that exist as a result of not having been educated in the U.S. system. Students will have opportunities to hone their skills and learn cultural norms through language, college transition activities, and college campus tours.		
	Core courses				
				Hours	
	ESLA 1071			ESL College Success Skills: Listening and Speaking	180
	ESLA 1073			ESL College Success Skills: Reading and Writing	180
Total Hours		360			

Modified Program					
Program		Eff Date	Justification		
Funeral Service Assistant	The Funeral Service Assistant certificate serves as an introduction to the theoretical and practical knowledge required for professional licensure. It will help individuals determine their level of interest in the funeral service industry and in more formal vocational training in Mortuary Science. This program will prepare students for an entry-level position as a Funeral Service Assistant. The program consists of a sequence of courses that prepares students with the knowledge and skills needed to perform the tasks of a funeral service assistant such as placing casket in parlor or chapel prior to service; arranging floral offerings or lights around casket; directing or escorting mourners; closing casket; and issuing and storing funeral equipment. It is not intended as a substitute for the Associate in Science – Mortuary Science program, licensing, or certification requirements, which include an apprenticeship, but would provide students a more realistic expectation of the rigors of funeral service practice that will lead to employment as a Funeral Service Assistant and/or a pathway to the Cypress College Mortuary Science Associate in Science degree program.		2022 Fall	NOCE has replaced MEOC 210 - Introduction to Computers for Healthcare Workers with MEDA101 - Computers in Healthcare and EHR, Introduction. This new course was an update to better model current industry skills and information. The program modification is just to switch out the old course for the new course.	
	Core Courses				
					Hours
	MEDA 101	Computers in Healthcare and EHR, Introduction			36
	FSRV 100	Introduction to Funeral Service Practice			60
	FSRV 110	Communication Skills for the Funeral Assistant			60
	FSRV 125	Funeral Service Practices and Procedures I			60
	FSRV 120	Funeral Service Operations			60
	FSRV 126	Funeral Service Practices and Procedures II			60
	Total Hours				336