



EL CAMINO COLLEGE
Division of Business

MINUTES -- Division Curriculum Committee

February 12, 2013

Present: D. Grogan, D. Pahl, V. Rapp, J. Thompson

Absent: O. Hadley, P. Lau, V. Pham, D. Ross

Recorder: L. Linka

The meeting was called to order at 1:00 p.m.

Dr. Rapp recommended that the committee prioritize the Course Outline of Records to be reviewed. It was decided to first review Computer Information Systems 19, and a revised version of the outline was distributed. The committee members perused then discussed the current outline. Highlights and discussion included:

- Appropriateness of course title
- Catalog description revised
- Transfer status – D. Pahl will consult with L. Suekawa
- Course Student Learning Outcomes updated
- Course Student Learning Objectives updated
- Outline of Subject Matter – lab hours to be broken down
- Typical Assignment and College-Level Critical Thinking Assignment (number 2) should be switched

J. Siddiqui will implement all changes discussed.

Business 25 was next on the agenda. Since changes have already been made in CurricUNET, a course comparison report, which indicates changes that have been made to the current course outline, was distributed to the members for review. Highlights and discussion included:

- Catalog description revised
- Typical assignment revised
- It was suggested that the course assignments could come from the textbook

Course review of Law 11, Law 19, and Paralegal Studies 1 was tabled, as V. Pham was not present.

The meeting adjourned at 2:25 p.m.