



**EL CAMINO COLLEGE**  
**Division of Business**

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**MINUTES -- Division Curriculum Committee**

**October 29, 2015**

**Present:** V. Rapp, M. Ahmad, M. Chaban, E. Jennison, D. Pahl, V. Pham, M. SomdeCerff

**Absent:** S. Bennett

**Recorder:** L. Linka

The meeting was called to order at 1:35 p.m.

V. Rapp addressed the strictness of deadlines in regards to the Curriculum Review Timeline. The published timeline must be adhered to in order for new and updated courses to be included in the forthcoming catalog. Dr. Rapp appealed to Dr. Shankweiler in regards to publishing an addendum to the 2016-2017 catalog. The timelines are tight; however, no exceptions will be made if deadlines are missed.

**Spring 2016 Plan**

The curriculum plan for spring 2016 is due to the Curriculum Advisor on November 30. The committee agreed to make this a priority. Each department will work on listing all courses, degrees and certificates they anticipate may require review. D. Pahl recommended the department plans include direction, software, supplies and training requirements. This information can be built into the annual plan and program review. This will be discussed at the next DCC meeting on November 12, and completion of the lists is targeted for November 19.

**Computer Science Curriculum**

V. Rapp expressed concern in regards to the overlap of courses, specifically Computer Science courses. She has been made aware of several proposed courses, some already in CurricUNET, that may be crossing over into Computer Information Systems areas. CIS faculty were not consulted on these courses to determine if the material overlapped with any CIS courses. CCC Chair A. Carr has placed a hold on these proposals until CIS and Computer Science faculty can discuss. It was noted that Computer Science and Industry and Technology proposals should be scrutinized. Initially, the descriptive title of a new course can be very broad. Once in place, the course content could change down the line, and a Computer Science or ITEC course may in fact become a Business division course, something of which we would not be aware. M. Chaban enlightened the committee members on the aspects of the two Computer Science courses pending in CurricUNET. *Computer Programming in Python* is an introduction to computer programming and algorithm design using Python programming language for computer science. This is a general-purpose course in web development, with possible overlap with CIS 133 and other CIS courses. *Android Programming* will teach students how to develop applications that run on the Android platform with Java as the base language. This may overlap with visual basic and mobile apps courses.

A. Carr, V. Rapp, J. Sims, CIS faculty and Computer Science faculty will meet in order to understand the direction of these courses. Whenever there is a potential for crossover, it must be discussed with the other division(s). Software crosses over in many areas. We need to be aware of new courses in other divisions.

### **Course Review**

All Real Estate courses have been reviewed, updated and submitted in CurricUNET for CCC approval.

M. Ahmad inquired as to whether the Real Estate program at ECC is attracting enough students. V. Rapp informed that the advanced classes were only offered every third semester, and recently have not filled up. Brokers offer classes, which make the field competitive, and offer what the students want. The current degree and certificate are not applicable. Revisions are being made to the Salesperson and Broker certificates and the A.A. degree.

V. Pham submitted via email course proposals for LAW 12, 13, 14, 16, 17 and 18. The textbooks were updated and minor editorial changes were made throughout the course outlines of record. These will be submitted promptly into CurricUNET.

It was affirmed that course review for BUS 1B was complete and ready to be updated in CurricUNET.

D. Pahl reiterated the spring 2016 plan should be completed as soon as possible – this includes course revisions, new course development, hybrid courses, and new and revised degrees and certificates.

The meeting was adjourned at 2:15 p.m.