



EL CAMINO COLLEGE
Division of Business

MINUTES -- Division Curriculum Committee

March 6, 2014

Present: P. Lau, D. Pahl, T. Pao, V. Pham, V. Rapp, M. SomdeCerff

Absent: M. Chaban, D. Ross

Recorder: L. Linka

The meeting was called to order at 2:32 p.m.

Course Review

Business 14 – The updated course outline of record had been sent to all DCC members prior to this meeting for review. After some discussion, the committee agreed to move forward with the proposed changes. L. Linka will input the information and the proposal will be submitted in CurricUNET. Once submitted, David Pahl, as Division CCC Rep, will take action in CurricUNET, on behalf of the DCC, to approve and forward the proposal to the Curriculum Advisor for screening.

Business 19 – The updated course outline of record had been sent to all DCC members prior to this meeting for review. Dr. Rapp inquired whether M. Some de Cerff had looked into an equivalent course at other community colleges. M. Som de Cerff responded that Rio Hondo College offered an identical course. After review and discussion, the committee agreed to move forward with the proposed changes. L. Linka will input the information and the proposal will be submitted in CurricUNET. Once submitted, David Pahl, as Division CCC Rep, will take action in CurricUNET, on behalf of the DCC, to approve and forward the proposal to the Curriculum Advisor for screening.

Business 1A – As there has been no response from Compton regarding the changes to this course outline of record, the committee agreed to move forward with the proposed changes. L. Linka will input the information and the proposal will be submitted in CurricUNET. Once submitted, David Pahl, as Division CCC Rep, will take action in CurricUNET, on behalf of the DCC, to approve and forward the proposal to the Curriculum Advisor for screening.

Law 4 and Law 5 – V. Pham is in the process of revising these course outlines. There was discussion regarding the C-ID for Law 5, and whether the changes will affect articulation. V. Pham will continue conferring with L. Suekawa, and also work with M. Botello, on Law 5.

Law 6 – Dr. Rapp had a previous discussion with M. Botello regarding inactivation of this course. Law 6 is only offered every two years, and when offered, the class is difficult to fill. Because of this information, M. Botello will consider inactivation of this course.

Other Business

There was a round table discussion regarding student surveys, and what information was determined from the surveys. Some of the highlights included:

- One of the questions inquired about how many students are employed in the entire division (this is something we do not track).
- It was noted that 100% of Office Administration students are employed.
- In the survey to students, they were asked if they are working, and if so, was it in a field in which we trained them.

The meeting was adjourned at 2:59 p.m.