



EL CAMINO COLLEGE

Division of Business

MINUTES -- Division Curriculum Committee

November 4, 2014

Present: V. Rapp, M. Chaban, D. Pahl, V. Pham, D. Ross, M. SomdeCerff

Absent: P. Lau

Recorder: L. Linka

The meeting was called to order at 1:08 p.m.

Discussion

CIS 2 was submitted in CurricUNET for review on October 23 and returned to originator M. Chaban on October 31 with Curriculum Chair suggestions from M. Lipe. The committee discussed the recommendations presented by the Chair, and determined there would be no difficulty in resolving the issues, which included:

- Did ECC confer with Compton faculty regarding this proposal?
 - This proposal originated at Compton.
- Were there recommendations from CIS advisory committee?
 - M. Chaban will produce the required advisory committee minutes.
- Rephrasing of the catalog description was recommended.
 - The committee agreed the catalog description was satisfactory as is. It is not necessary to revise – this was only a recommendation.

M. Chaban and D. Pahl will continue to update the proposal, and it will be re-submitted to the CCC as soon as possible.

D. Pahl is waiting to confer with L. Suekawa regarding the matters discussed at the last DCC meeting regarding the Catalog Description and Outline of Subject Matter for Business 22. Updates will continue to be made to the Course Outline of Record, and once L. Suekawa has addressed the committee's concerns, the proposal will be re-submitted in CurricUNET.

Course review

Law 19 – The committee members reviewed the proposal submitted by V. Pham, who discussed the changes made to the Course Outline of Record for Law 19. Some of the topics from Law 6, which is to be inactivated, were moved into Law 19. V. Pham stated that Carnegie Units would not be utilized, and the lecture hours would increase from two to three, the lab hours would remain at two, and the units would increase from two to three. V. Pham will submit a justification for these changes for inclusion in the proposal. D. Pahl recommended adding homework hours, and it was agreed that an additional hour would be added. V. Pham will add the required sub-topics to the Outline of Subject Matter. When these changes are complete, 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. A request will be made to the CCC to include Law 19 in the fall 2015 catalog.

Other business

D. Pahl requested that the committee have a final meeting to wrap up any issues concerning proposals that have been submitted to the CCC. It was decided to have a meeting on Thursday, November 13th.

The meeting was adjourned at 1:34 p.m.