



**EL CAMINO COLLEGE**  
FINE ARTS DIVISION

*Art • Communication Studies • Dance  
Film/Video • Music • Photography • Theatre  
Art Gallery • Center for the Arts*

## Division Curriculum Committee

**MEETING DATE:** Thursday, October 3, 2013

**LOCATION:** MUSI-207

**TIME:** 1:00PM-2:00PM

**RECORDER:** D. L. Hayden

**ATTENDING:**

- P. Chambers-Salazar
- J. Dallal
- J. Davidson
- W. Georges
- P. Santelman

- H. Estrada, Compton Representative
- G. Castro, Fine Arts counselor
- C. Fitzsimons, Dean
- D. Hayden, Associate Dean
- D. Kyte, Classified

**GUESTS:**

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## MINUTES

### I. INFORMATION/ANNOUNCEMENTS

#### A. Minutes

Minutes from 9/5/13 DCC meeting were approved. [P.C-S/W.G]

#### B. Round 2 Course Review Schedule

- Department Rep Review: September 27- Wednesday, October 9 (See II. A)
- DCC Technical Review: Wednesday, October 9- Wednesday, October 16
- DCC votes by : Thursday, October 17
- W. Brownlee proposals to CCC: Friday, October 18

The committee asked that the “All Proposals” list on CurricUNET be clarified to determine if only launched proposals are listed.

*Q. Chapman subsequently confirmed that only course reviews submitted/launched for review or approval would appear in the “All Proposals” list. The “Search” list contains the most complete list of course review proposals but does not include their status. Faculty are reminded to use new numbers when submitting course proposals from now on.*

### II. DISCUSSION/ACTIONS

#### A. Departmental Review (by Friday, October 4):

- Make sure faculty are entering proposals on CurricUNET
- Work closely with faculty following DCC Tips and Course Checklist
- Contact Willie Brownlee with any questions
- Reminders:
  - ▷ Required and recommended entry skills need to be matched to prerequisite objectives
  - ▷ C-ID content review
  - ▷ Attach current department SLO grid in “Attach Files”
  - ▷ Attach proposed program changes for new course proposals (These should be backed up by the current Program Review.)

#### B. July 1013 Repeatability Guidelines (pertaining to academic competition)

10/31/2013

- COMS 22abcd, 23abcd (Fall 2013 Round 2)
- DANCE 183abcd, 287abcd, 289abcd (Proposals for levels to CCC by Fall 2014)
- THEA 175abcd, 197abcd, 270abcd, 274abcd, 297ab (TBD)

C. C-ID Descriptors and AA-T degrees

It was recommended that faculty make their department DCC rep a co-contributor on course review proposals, in order to expedite the review process.

In the future, C-ID descriptors will be printed for faculty who are commencing a course review.

DCC Approved program change forms need to be attached to new course proposals.

III. OTHER

IV. FUTURE AGENDA ITEMS:

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NEXT MEETING: October 17

ATTACHMENTS: Draft Minutes September 5, 2013; Revised Fall 2013 Course Review Schedule (9/27/13);  
CurricUNET Admin Report; Repeatability Guidelines; C-ID descriptor example