

**EL CAMINO COLLEGE  
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE  
January 26, 2016**

**CALL TO ORDER**

Meeting called to order at 2:35 p.m. by Chair Carr.

**Members:**

*Present:* S. Bartiromo, S. Bosfield, T. Bui, A. Carr, M. Chaban, A. Cornelio, E. French-Preston, A. Hockman, L. Houske, K. Iino, V. Nemie, S. Rodriguez, A. Sharp

*Absent:* W. Brownlee, J. Shankweiler

**Ex-Officio Members:**

*Present:* Q. Chapman, L. Clowers, P. Pelayo, L. Suekawa, L. Young

*Absent:* M. Lipe, P. McDermott, A. Osanyinpeju

**Guests:** W. Cox, R. Simonette, P. Sorunke

**APPROVAL OF MINUTES**

The committee approved the minutes of the College Curriculum Committee of November 10, and November 24, 2015.

**STANDARD REVIEW/CONSENT AGENDA PROPOSALS**

The committee reviewed the following course, which is ready for final action:

1. Automotive Technology 14 (ATEC 14)

The committee reviewed the following course inactivations, which and are ready for final action:

1. Business 95/96abcd (Accounting)
2. Business 95/96abcd (Business Management/Marketing)
3. Business 95abcd (Office Administration)
4. Business 96abcd (Business Administration)
5. Radiologic Technology 96abcd (RTEC 96abcd)
6. Recreation 96abcd (RECR 96abcd)
7. Sign Language and Interpreter/Training 95abcd (SLAN 95abcd)

It was moved by S. Bartiromo, seconded by E. French-Preston, that the committee approve the standard review/consent agenda proposals. Motion carried.

## **CURRICULUM DISCUSSION**

### Chancellor's Office Hours and Units Calculations

Curriculum Advisor Q. Chapman reviewed the policy changes for calculating hours and units for credit courses. The Chancellor's Office, in collaboration with the Program and Course Approval Writing Team, has refined the calculations and guidelines for hours and units for credit courses and will publish the changes in the forthcoming sixth edition of the Program and Course Approval Handbook.

### Course Review Guidelines

Chair Carr gave a presentation on the CurricUNET Notification and Approval Process.

## **VICE PRESIDENT'S REPORT**

Vice President Academic Affairs – Dr. Shankweiler – No report

## **CHAIR'S REPORT**

Chair Carr made a request for volunteers to support the spring 2016 Standard Technical Review Subcommittee. The following assignments were made:

February 11	M. Chaban
February 25	V. Nemie
March 31	A. Hockman
April 14	K. Iino

## **CURRICULUM ADVISOR REPORT**

Curriculum Advisor Q. Chapman gave a presentation on the process for submitting proposals to the Chancellor's Office. Program and course proposals are submitted electronically in the Curriculum Inventory (CI) database at <http://curriculum.cccco.edu>.

## **ANNOUNCEMENTS – No report**

## **ADJOURNMENT**

Chair Carr called a motion to adjourn the meeting. V. Nemie moved, L. Houske seconded, and the motion carried. The meeting adjourned at 3:50 p.m.

**EL CAMINO COLLEGE  
COLLEGE CURRICULUM COMMITTEE  
January 26, 2016  
Approved Curriculum Changes for 2017-2018**

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**BUSINESS**

**INACTIVATE**

1. Business 95/96abcd (Accounting)
2. Business 95/96abcd (Business Management/Marketing)
3. Business 95abcd (Office Administration)
4. Business 96abcd (Business Administration)

**HEALTH SCIENCES AND ATHLETICS**

**INACTIVATE**

1. Radiologic Technology 96abcd – Cooperative Work Experience Education
2. Recreation 96abcd – Cooperative Work Experience Education
3. Sign Language and Interpreter/Training 95abcd – Cooperative Work Experience Education

**INDUSTRY AND TECHNOLOGY**

**CTE TWO-YEAR COURSE REVIEW**

1. Automotive Technology 14 – Brakes