

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
January 28, 2014

Present: F. Arce, S. Bartiromo, W. Brownlee, T. Bui, A. Cornelio, B. Flamenno,
E. French-Preston, A. Hockman, R. Klier, S. Kushigemachi, M. Lipe,
V. Nemie, D. Pahl

Ex-Officio Members Present: Q. Chapman, S. Ecklund, L. Suekawa

Ex-Officio Members Absent: S. Bosfield, G. Florimon, M. Hall, L. Houske, J. Simon

Guests: L. Linka, R. Mekar, J. Sims, P. Sorunke

CALL TO ORDER

Chair Lipe called the College Curriculum Committee (CCC) meeting to order at 2:30 p.m.

VICE PRESIDENT'S REPORT

F. Arce expressed his appreciation for all the work the committee has done. The committee has officially approved 16 transfer degrees which is 3 degrees shy of meeting the target to be in compliance with the 80% goal for El Camino College. Transfer degrees for computer science, business, and studio arts are pending approval. The College has experienced a struggle with enrollment all last year. Although the current enrollment is at goal, the enrollment trend report will not be available until Friday, January 31st.

APPROVAL OF MINUTES

The minutes from the November 26th meeting was tabled.

CURRICULUM REVIEW – Standard Review/Consent Agenda Proposals

Health Sciences and Athletics Division

The Respiratory Care Department conducted course reviews for Respiratory Care 176, 280, 282, and 286 to update “to be announced” laboratory contact hours, course objectives, and outline of subject matter for Title 5 compliance. Study hours, textbook, matching entrance skills to exit course objectives, and Student Learning Outcome statements need to be corrected or updated during the next review. These courses are classified as career and technical education (CTE) courses. R. Mekar informed the committee students complete 1400 hours which are spread out over six semesters.

Chair Lipe called a motion to approve the four respiratory care course proposals. E. French-Preston moved, W. Brownlee seconded, and the motion passed unanimously.

Industry and Technology Division

The Industry and Technology Division proposed the inactivation of Air Conditioning and Refrigeration 32 and Cosmetology 103. A motion was made to approve the two course inactivations. D. Pahl moved, V. Nemie seconded, and the motion passed unanimously.

C-ID Presentation

L. Suekawa gave a presentation on C-ID (Course Identification Numbering System). C-ID is now a component of the transfer degrees (AA-T/AS-T) and the College must have 100% compliance with the C-ID descriptor for course content and designated prerequisite. Beginning June 2014, the Chancellor's Office is planning to pull any transfer degrees without approved C-ID designated courses. Visit the [C-ID](#) website and [SB1440](#) website to learn more about the transfer degree policies.

The top challenges for the committee are:

1. Not 100% compliant with course descriptor content
2. Textbooks out of date
3. May not have the 100% compliance with prerequisites
4. Time constraints (2014)
5. Fear of losing articulation [i.e. Accounting SDSU (LDTP)]
6. Incorrect TMC (Transfer Model Curriculum) Template-total units calculated
7. Incorrect TMC-Template –total units double counted

What can we do at the ECC?

1. Have faculty respond to descriptors and provide input
2. Content review
3. Update books
4. If denied, provide rationale or make changes when possible
5. Please communicate with curriculum advisor and articulation officer with questions

Standard Review/Consent Agenda Proposals

The following courses were reviewed and are ready for final action:

1. Respiratory Care 176 (RC 176)
2. Respiratory Care 280 (RC 280)
3. Respiratory Care 282 (RC 282)
4. Respiratory Care 286 (RC 286)

The following course inactivations were approved and are ready for final action:

1. Air Conditioning and Refrigeration 32 (ACR 32)
2. Cosmetology 103 (COSM 103)

CHAIR'S REPORT

Chair Lipe thanked A. Hockman for serving on the College Curriculum Committee to finish the last semester of the 3-year term for the Mathematical Sciences Division. The division needs to elect a representative to serve the committee for a new 3-year term which begins fall 2014.

David Pahl's term as the Business Division's representative on the College Curriculum Committee comes to an end this semester, and the division needs to elect a representative for a new 3-year term for fall 2014.

Chair Lipe plans to contact B. Perez to request the name of the dean from the Compton Center who will represent the College Curriculum Committee.

The committee needs to elect a Chair Tem Pro in the event Chair Lipe is unable to attend the meeting. By the end of this semester, the committee will elect a curriculum chair-elect for the new term. Contact Chair Lipe and Q. Chapman if you wish to serve on the nominating committee.

The Curriculum Institute conference is scheduled for July 10-12, 2014 in San Jose, CA. If you are interested in attending the conference, go to the Academic Senate for California Community Colleges website at <http://asccc.org> and click under EVENTS and then INSTITUTES for more information.

The Curriculum Institute is intended for faculty, particularly curriculum chairs and chief instructional officers, involved in new program development, program revision, or technology curriculum development. Faculty attending the Institute will learn good curriculum committee practices; write integrated course outlines; receive special assistance from curriculum specialists, and learn other useful skills involved in developing curriculum at the community colleges. Please let us know if you are interested in attending.

ADVISORY REPORT

Q. Chapman advised the committee to remind faculty to submit their course review proposals in CurricUNET for courses that fall within the 6-Year Course Review cycle. The Standard Technical Review Subcommittee will review proposals in CurricUNET on February 13th.

ADJOURNMENT

Chair Lipe called for a motion to adjourn the meeting. W. Brownlee moved, D. Pahl seconded, and the motion was carried. The meeting was adjourned at 3:28 p.m.

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January 28, 2014
Approved Curriculum Changes for 2015-2016

HEALTH SCIENCES AND ATHLETICS

TBA LAB CONTACT HOURS REVIEW (Compliance Update)

1. Respiratory Care 176 – Introduction to the Respiratory Care of the Non-Critically III Patient
2. Respiratory Care 280 – Respiratory Care of the Critically III Patient II
3. Respiratory Care 282 – Fundamentals of Perinatal and Pediatric Respiratory Care
4. Respiratory Care 286 – Fundamentals of Pulmonary Rehabilitation and Home

INDUSTRY AND TECHNOLOGY

INACTIVATE COURSES

1. Air Conditioning and Refrigeration 32 – Fundamentals of Pneumatic Controls
2. Cosmetology 103 – Introduction to Manicuring Arts