

**EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
FEBRUARY 12, 2013**

Present: W. Brownlee, B. Carey, B. Flamenno, E. French-Preston, L. Houske,
D. Juarez, S. Kushigemachi, M. Lipe, E. Martinez, V. Nemie, D. Pahl,
J. Simon, J. Sims

Absent: F. Arce, S. Rodriguez

Ex-Officio Members Present: Q. Chapman, M. Hall, S. Montague-Jackson, L. Suekawa

Ex-Officio Members Absent: D. Vakil, J. Romero-Reyes

Guests: P. Sorunke

CALL TO ORDER

Chair Simon called the College Curriculum Committee (CCC) meeting to order at 2:32 p.m.

APPROVAL OF MINUTES

The minutes from the December 4, 2012, meeting were sent via email and approved.

CURRICULUM REVIEW

Consent Agenda Proposals

The following course was approved in CurricUNET and is ready for final action:

1. Computer Science 2 (CSCI 2)

Inactivations

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

1. Art 12AB (ART 12AB)
2. Automotive Collision Repair/Painting 4abcd (ACRP 4abcd)
3. Automotive Collision Repair/Painting 5abcd (ACRP 5abcd)
4. Child Development 170A (CDEV 170A)

CHAIR'S REPORT

Chair Simon introduced W. Brownlee to the committee. W. Brownlee replaced J. Davidson as the new CCC representative for the Fine Arts division.

Curriculum Advisory Report

Q. Chapman informed the committee that the Program and Course Approval Handbook, dated March 2012, is available in CurricUNET. The handbook is a good reference guide for divisions

involved in developing new programs, degrees and certificates of achievement. A hard copy of the handbook may be obtained by contacting Q. Chapman.

Articulation Information

L. Suekawa, Articulation Officer for El Camino College, provided handout material for her presentation on articulation. The following key highlights were noted:

1. What is articulation? The process of developing a formal, written agreement that identifies courses taken at El Camino College that are comparable to, or acceptable in lieu of, courses at the receiving campus.
2. Articulated versus Transferable
 - A transferable course is a course offered at El Camino College that is accepted at another institution for transfer/elective credit.
 - An articulated course means that the course has been determined to be comparable in content to a course offered at another institution.

A course that is transferable is not necessarily articulated.

3. Types of Articulation
 - General education (Intersegmental General Education Transfer Curriculum (IGETC) CSU Breadth)
 - Lower division major preparation
 - Course to Course (course articulated for a specific department)
 - CSU/UC transferable
4. How do we determine what courses are transferable to the UC and CSU systems?
The University of California Transfer Course Agreement (TCA) and California State University Baccalaureate List identify El Camino College courses that transfer to the UC and CSU systems for unit credit.

UC Transferable Courses

- Courses are submitted to the University Office of the President for approval
- Courses that are considered UC transferable should have a comparable course taught at the lower division level (usually numbered 1-99) at a UC campus
- Check the university's catalog for course descriptions

CSU Transferable Courses (CSU Baccalaureate list)

- Executive Order 167 authorizes California Community colleges to decide what courses are transferable, except for general education courses
- Guidelines:
 - Coursework with the primary emphasis on theory and concepts
 - Remedial or college preparatory coursework are not considered baccalaureate level

5. What do curriculum committees need to know about the cycle for articulation submissions and decision?

- Each year in December articulation submissions for CSU general education and IGETC courses are submitted for approval. The CSU Chancellor's Office approves CSU general education courses, and the CSU/UC Review Committee approves IGETC courses. Articulation decisions are made in April and approved courses become effective in the fall semester.
 - Each year between June and September, articulation submissions for UC transferrable courses are sent to the University Office of the President (UCOP) for approval. Articulation decisions are made in October and approved courses become effective in the fall semester (retroactive).
6. What are the top reasons courses are denied or cause articulation problems?
- Course outline is too old (5 years)
 - Textbooks are too old (standard discipline may not be enough)
 - Course content is missing specific topics
 - Course description and objectives are not aligned
 - Course is not comparable
 - University not accepting articulation for a course.

When preparing course outlines, it is better to be more detailed than not have the details.

L. Suekawa provided a demonstration on how to navigate through the online student-transfer information system [ASSIST](#) tool (Articulation System Stimulating Interinstitutional Transfer) to find El Camino College courses that are transferable to a UC or CSU campus and how those courses might be used to satisfy specific subject matter requirements for admissions, general education, or lower division major preparation.

The ASSIST tool is the official repository of articulation for California's public colleges and universities and provides the most accurate and up-to-date information about student transfer in California. It is recommended the committee use ASSIST to obtain El Camino College articulation agreements with the California State University and University of California.

Course Repeatability

M. Lipe announced that he and Q. Chapman have developed an Academic/Vocational Intercollegiate Competition form to document repeatable courses in a standard format. The form is needed for justification and auditing purposes. Division deans have until the end of February 2013 to review the form and make recommendations.

ANNOUNCEMENTS

Q. Chapman announced the Curriculum Institute sponsored by the statewide Academic Senate is hosting their annual summer event from July 11-13, 2013, at Sheraton Park at the Anaheim Resort. A maximum of four participants from each college may attend. Interested parties should contact either Q. Chapman or Chair Simon if they wish to attend.

ADJOURNMENT

Chair Simon called for a motion to adjourn the meeting. M. Lipe moved, W. Brownlee seconded, and the motion was carried. The meeting was adjourned at 3:35 p.m.

EL CAMINO COLLEGE

COLLEGE CURRICULUM COMMITTEE

February 12, 2013

Approved Curriculum Changes for 2013-2014

BEHAVIORAL AND SOCIAL SCIENCES

INACTIVATE COURSE

1. Child Development 170A – Family Development I

FINE ARTS

INACTIVATE COURSE

1. Art 12AB – Perspective Drawing

INDUSTRY AND TECHNOLOGY

INACTIVATE COURSES

1. Automotive Collision Repair/Painting 4abcd – Automotive Collision Repair: Collision Damage
2. Automotive Collision Repair/Painting 5abcd – Automotive Collision Repair: Painting

MATH

COURSE REVIEW

1. Computer Science 2 – Introduction to Data Structures