

**EL CAMINO COLLEGE  
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE  
FEBRUARY 26, 2013**

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

Absent: B. Flamenno, D. Juarez

Ex-Officio Members Present: Q. Chapman, S. Montague-Jackson

Ex-Officio Members Absent: M. Hall, J. Romero-Reyes, L. Suekawa, D. Vakil

Guests: B. Perez, D. Shrader, P. Sorunke

**CALL TO ORDER**

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

**VICE PRESIDENT'S REPORT**

El Camino College has been put on warning by the Accrediting Commission for Community and Junior Colleges (ACCJC) concerning Student Learning Outcomes (SLOs) and assessment.

El Camino College must complete assessments by spring 2013 and submit a Follow-Up Report by October 15, 2013. The college is at a high level development stage and will require some additional work to meet proficiency. The ACCJC will return to the campus in November to conduct an evaluation. A number of courses and programs assessed in 2006 and 2007 have disappeared from the CurricUNET database. F. Arce is looking into the possibility of separating SLOs from the CurricUNET process and plans to meet with vendors for a demonstration of their product. The SLO coordinators are working with division deans to identify and inactivate courses that have not been taught in over three years. According to Q. Chapman, approximately 70 courses have not been taught in three years. F. Arce has requested division deans to counsel their faculty to do a better job with the assessments.

**APPROVAL OF MINUTES**

The committee conducted a live vote to approve the minutes from the February 12, 2013 meeting, which received unanimous approval.

**COURSE DISCIPLINE**

B. Perez discussed the process of assigning courses to disciplines. Since passage of the Community College Reform Act (AB 1725), faculty have been given the primary role in determining the qualifications needed for a person to teach a course. Each committee member

brings a different point of view, knowledge, and expertise in their disciplined area and should become involved in assigning courses within disciplines and make recommendations for the appropriate qualifications required to teach a course.

There are two questions faculty must ask and be prepared to answer:

1. When someone is hired with the minimum qualifications for one discipline, what courses may the instructor teach if the college has not assigned courses to disciplines?
2. When a course is to be offered, what discipline specific preparation is appropriate to teach that course?

For the minimum qualifications for faculty and administrators in California Community Colleges, refer to the Disciplines List in CurricUNET.

## **CURRICULUM REVIEW**

### **Behavioral and Social Sciences**

C. Simon and Q. Chapman approved the recommendation made by M. Lipe to change the course title of Sign Language/Interpreter 15 to American Sign Language I in the Special Education Assistant Certificate of Achievement.

### **Fine Arts**

Chair Simon sent back Art 141 to the course author to make the following major changes:

1. Reconsider eliminating "art" as the course discipline. Just having "multimedia" as the discipline will severely restrict the pool from which you can draw potential candidates to teach this course. Consider including both "multimedia" and "art."
2. Review Lori Suekawa's comments on adding "color" to the course description.
3. Update entry skills page and choose the courses with the new numbers to match skills.

Chair Simon also sent back Art 143 to the course author to make the following major change:

1. Reconsider eliminating "art" as the course discipline. Just having "graphic arts" as the discipline will severely restrict the pool from which you can draw potential candidates to teach this course. Consider including both "graphic arts" and "art."

### **Mathematics**

Chair Simon sent back Mathematics 110 and Math 115 for course author to modify the course outline of record:

1. For Mathematics 110, update the Text and Materials section using the required books and materials recommended by Ed Martinez. Adjust the number of hours of independent study in section VI so that the course hours equal enough for 3 units suggested by M. Lipe.
2. For Mathematics 115, update the Conditions of Enrollment section to match skills to English 1A (the recommended preparation for this course). Modify the Text and Materials section using the required books and materials recommended by E. Martinez.

**Full Course Review**

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

1. Automotive Collision Repair/Painting 24 (ACRP 24)
2. Mathematics 110 (MATH 110)
3. Mathematics 130 (MATH 130)
4. Physical Education 81abc (PE 81abc)

**Full Program Review**

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

1. Special Education Assistant Certificate of Achievement

**Consent Agenda Proposals**

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

1. English C (ENGL C)
2. Music 120 (formerly MUSI 18ab)

**CHAIR'S REPORT**

Chair Simon had nothing to report.

**Curriculum Advisory Report**

Q. Chapman reminded the committee to review courses under the six-year review cycle to remain in compliance. By the end of spring 2013 a total of 91 courses need to be reviewed to meet the year end goal of 208 course reviews. Q. Chapman provided a handout of a formatted Outline of Subject Matter, section III of the course outline, to demonstrate how the content and major and minor topics are to be arranged.

Summary of Key Points:

- The content element contains a complete list of all topics to be taught in the course
- The list should be arranged by topic with sub-headings
- Content items should be subject based

**ANNOUNCEMENTS**

Chair Simon expressed her appreciation for the great job the committee is doing and commended the committee to keep up the good work.

**ADJOURNMENT**

Chair Simon called for a motion to adjourn the meeting. W. Brownlee moved, M. Lipe seconded, and the motion was carried. The meeting was adjourned at 3:40 p.m.

**EL CAMINO COLLEGE**

**COLLEGE CURRICULUM COMMITTEE**

**February 26, 2013**

**Approved Curriculum Changes for 2014-2015**

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**BEHAVIORAL AND SOCIAL SCIENCES**

**CHANGE IN CERTIFICATE OF ACHIEVEMENT; CHANGES IN COURSE REQUIREMENTS, UNITS**

1. Special Education Assistant Certificate of Achievement

*Current Status/Proposed Changes*

A Certificate of Achievement will be granted upon completion of the program requirements. A minimum of ~~15~~ 12 units, including Child Development 152 and 154, must be completed at El Camino College.

<b>Certificate Requirements</b>	<b>Units</b>
CDEV 103 Child Growth and Development	3
CDEV 104 The Home, The School, The Community	3
<del>CDEV 111 Pediatric First Aid and CPR</del>	<del>1</del>
<u>CDEV 110 Child Health and Safety</u>	<u>3</u>
CDEV 150 Survey of Children with Special Needs	3
CDEV 152 Disabilities in the Developing Child	3
CDEV 154 Role and Responsibilities of the Special Education Assistant	3
CDEV 169 Special Education Practicum	3

**one course from:**

<del>CDEV 110 Child Health and Safety</del>	<del>3</del>
<del>CDEV 112 Basic Health Care for Children</del>	<del>3</del>
<u>CDEV 115 Introduction to Curriculum</u>	<u>3</u>
CDEV 116 Creative Art for Young Children	3
CDEV 117 Music and Movement for Young Children	3
CDEV 118 Science and Math for Young Children	3
CDEV 119 Language Arts for Young Children	3

**six units from:**

<u>CDEV 106 Infant/Toddler Curriculum</u>	<u>3</u>
CDEV 107 Infant/Toddler Development	3
CDEV 108 The Preschool Child	3
CDEV 114 Observing and Guiding Children	3
<del>CDEV 122 Development of the School Age Child</del>	<del>3</del>

<del>CDEV 123</del>	<del>Principles and Practices of School Age Care Programs</del>	<del>3</del>
CDEV 160	<u>Working with Children: Autism Spectrum Disorders</u>	<u>1</u>
CDEV 163	Working with Children: Attention Deficit Disorders	1
CDEV 166	Working with Children: Physical Disabilities/Health Impairments	1
<del>CDEV 170A</del>	<del>Family Development I</del>	<del>3</del>
<del>CDEV 170B</del>	<del>Family Development II</del>	<del>3</del>
<del>NURS 118</del>	<del>Respite Care for Children and Adolescents</del>	<del>3</del>
NFOO 15	Nutrition for Infants and Young Children	3
SLAN 15	Beginning American Sign Language	3

**Other Requirements:**

Current Certification in Pediatric First Aid and CPR is required.

**Total Units: ~~31~~ 30**

*Recommendation*

A Certificate of Achievement will be granted upon completion of the program requirements. A minimum of 12 units, including Child Development 152 and 154, must be completed at El Camino College.

<b>Certificate Requirements</b>		<b>Units</b>
CDEV 103	Child Growth and Development	3
CDEV 104	The Home, The School, The Community	3
CDEV 110	Child Health and Safety	3
CDEV 150	Survey of Children with Special Needs	3
CDEV 152	Disabilities in the Developing Child	3
CDEV 154	Role and Responsibilities of the Special Education Assistant	3
CDEV 169	Special Education Practicum	3

**one course from:**

CDEV 115	Introduction to Curriculum	3
CDEV 116	Creative Art for Young Children	3
CDEV 117	Music and Movement for Young Children	3
CDEV 118	Science and Math for Young Children	3
CDEV 119	Language Arts for Young Children	3

**six units from:**

CDEV 106	Infant/Toddler Curriculum	3
CDEV 107	Infant/Toddler Development	3
CDEV 108	The Preschool Child	3
CDEV 114	Observing and Guiding Children	3
CDEV 160	Working with Children: Autism Spectrum Disorders	1
CDEV 163	Working with Children: Attention Deficit Disorders	1

CDEV 166	Working with Children: Physical Disabilities/Health Impairments	1
NFOO 15	Nutrition for Infants and Young Children	3
SLAN 15	Beginning American Sign Language	3

**Other Requirements:**

Current Certification in Pediatric First Aid and CPR is required.

**Total Units: 30**

**FINE ARTS**

**COURSE REVIEW**

1. Music 120 –Voice Class I

**HEALTH SCIENCES AND ATHLETICS**

**COURSE REVIEW; CHANGES IN LAB CONTACT HOURS, FACULTY LOAD, CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation)**

1. Physical Education 81abc – Off-Season Training for Men's Intercollegiate Volleyball Team

*Current Status/Proposed Changes*

Units: 1.0    Lecture: 0    Hours Lab: ~~2~~ 3.00    Faculty Load: ~~10.00%~~ 15.00%

~~Enrollment Limitation: tryout (high school varsity experience or equivalent skill)~~

Recommended Preparation: high school varsity experience or equivalent skill

*Recommendation*

Units: 1.0    Lecture: 0    Hours Lab: 3.00    Faculty Load: 15.00%

Recommended Preparation: high school varsity experience or equivalent skill

**HUMANITIES**

**COURSE REVIEW**

1. English C – Basic English Skills

## INDUSTRY AND TECHNOLOGY

### **COURSE REVIEW; CHANGES IN CATALOG DESCRIPTION, CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation)**

1. Automotive Collision Repair/Painting 24 – Automotive Collision Analysis  
*Current Status/Proposed Changes*  
~~Recommended Preparation: Automotive Collision Repair/Painting 20~~

This course covers the elements of automotive collision analysis and is designed to prepare students for employment in the fields of automotive collision repair, automotive insurance investigation, and accident reconstruction. Emphasis is placed on accident causation factors, collision deformation, low speed impacts, calculation of drag factors, speed determination from crush analysis, Event Data Recorder (EDR), ~~failure~~ fault analysis, roadway debris, and human factors.

#### *Recommendation*

This course covers the elements of automotive collision analysis and is designed to prepare students for employment in the fields of automotive collision repair, automotive insurance investigation, and accident reconstruction. Emphasis is placed on accident causation factors, collision deformation, low speed impacts, calculation of drag factors, speed determination from crush analysis, Event Data Recorder (EDR), fault analysis, roadway debris, and human factors.

## MATHEMATICAL SCIENCES

### **COURSE REVIEW; CHANGE IN CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation)**

1. Mathematics 110 – Structures and Concepts in Mathematics  
*Current Status/Proposed Changes*  
Prerequisite: Mathematics 67 or Mathematics 73 or Mathematics 80 with a minimum grade of C in prerequisite or qualification by testing (El Camino College Mathematics Placement Test) and assessment

*Recommendation*

Prerequisite: Mathematics 67 or Mathematics 73 or Mathematics 80 with a minimum grade of C in prerequisite or qualification by testing (El Camino College Mathematics Placement Test) and assessment

**COURSE REVIEW; CHANGES IN DISTANCE EDUCATION UPDATE, CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation)**

1. Mathematics 130 – College Algebra

*Current Status/Proposed Changes*

Prerequisite: Mathematics ~~73~~ or Mathematics 80 with a minimum grade of C in ~~prerequisite~~ or qualification by testing (El Camino College Mathematics Placement Test) and assessment

*Recommendation*

Prerequisite: Mathematics 80 with a minimum grade of C or qualification by testing (El Camino College Mathematics Placement Test) and assessment