EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
FEBRUARY 28, 2012

Present: F. Arce, B. Carey, J. Davidson, S. Gates, M. Lipe, E. Martinez, V. Nemie, T. Norton, V. Rayford, S. Rodriguez, J. Simon, J. Sims, J. Thompson, J. Young

Absent: E. French-Preston

Ex-Officio Members Present: Q. Chapman, C. Lee

Ex-Officio Members Absent: T. Carr, M. Hall, L. Suekawa, D. Vakil, C. Valdez

Also Present: E. Geraghty, S. Kushigemachi, L. Linka, D. Patel, J. Shankweiler

CALL TO ORDER
Chair Simon called the College Curriculum Committee (CCC) meeting to order at 2:31 p.m.

VICE PRESIDENT'S REPORT
F. Arce expressed his appreciation to the committee for all the fine work they have done. He then gave reference to the Accrediting Commission and advised the committee "we are not out of the woods". We are behind on SLO Assessments and course review, which puts extra pressure on the committee. F. Arce will be working with the deans, watching their numbers closely, in an effort to get caught up.

CHAIR'S REPORT
CurricUNET Training
Today's packet included an excerpt from the current draft of the Curriculum Handbook (chapter three): "Submitting Course Proposals on CurricUNET". The handout details the step-by-step instructions for course review. Chair Simon advised the committee the next CurricUNET training will be held Thursday, March 1 at 2:30 p.m. in the West Basement Library Room 19. This training follows SLO training at 1:00 p.m., and all committee members are welcome to attend both sessions. Training at Compton Education Center will be held on March 16 at 10:00 a.m. Location to be determined.

Standard Review Committee
Chair Simon reminded the committee there are still openings available on the Standard Review Sub-Committee, and asked for volunteers to sign up for the remaining positions, noting that those members who volunteered for the handbook committee are exempt from this sub-committee. Added to the existing schedule are B. Carey on March 15 and J. Young on April 26. The following is a preliminary schedule:

March 1, 2012	J. Thompson / J. Davidson
March 15, 2012	T. Norton / Bryan Carey
April 5, 2012	
April 26, 2012	S. Gates / J. Young
May 10, 2012	V. Rayford / E. Martinez

Chair Simon noted that the meetings are actually theoretical, and the members are responsible for online voting.

Election Committee
At this time, Chair Simon announced plans that she will not be seeking re-election when her current term expires. Therefore, an election committee is required this semester to coordinate the election of a new Chair. Duties of the election committee will include (1) taking nominations or (2) asking for nominations. Chair Simon asked for volunteers for the election committee. T. Norton and J. Thompson volunteered their services.

Board Policy 4260
Chair Simon asked for volunteers to join her in reviewing Board Policy 4260, which establishes prerequisites, co-requisites and advisories on recommended preparation for courses in the curriculum. The review committee will determine what sort of language should be included in the policy, and prepare to submit it to the April 16 Board. The data must demonstrate that students are less likely to succeed without prerequisites, and should focus on student success rather than student access. Students require proper skills prior to entering a course. The team will look at the language of the policy before it goes to the Board, and it was determined the policy should also be presented to the Academic Senate. F. Arce recommended the revised policy be sent to all deans for comment. Chair Simon also advised she will send the policy via email to all committee members once it is reviewed. M. Lipe tentatively volunteered to assist Chair Simon with the review, dependent on his schedule.

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

1. Anthropology 99abc (ANTH 99ABC)
2. Art 88abcd (ART 88ABCD)
3. Automotive Technology 81 (ATEC 81)
4. Business 100 (BUS 100)
5. Child Development 170B (CDEV 170B)
6. Computer Information Systems 133 (CIS 133)
7. Computer Information Systems 134 (CIS 134)
8. Computer Science 10 (CSCI 10)
9. Economics 99abc (ECON 99ABC)
10. History 99abc (HIST 99ABC)
11. Music 81B (MUSI 81B)

The following programs were reviewed (consent agenda) and are ready for final action:

1. Pre-Dentistry
2. Pre-Medicine
3. Pre-Optometry
4. Pre-Pharmacy

The following programs were reviewed (full review) and are ready for final action:

1. Computer Science Certificate of Achievement
2. Geology A.S. Degree for Transfer

COURSE REVIEW TRAINING

Chair Simon brought to the attention of the committee the reasons for which proposals are being returned for changes after DCC review. The following are trouble spots, and what should be resolved at the DCC level:

1. *Outline of Subject Matter* page
    a. Must be in outline form
    b. Must separate lecture/lab hours
    c. Make sure hours add up
2. *Course Review and Justification for Changes* page
    a. Must justify all changes (rationale)
    b. Actual changes to content should not be done on this page
    c. This page is the same as the former pink copy (CCC form 3) used for course review
3. *Conditions of Enrollment* and corresponding *Entry Skills* pages
    a. Type requisite/recommended skills in textbox
    b. Must match objectives to entry skills
        i. This is the justification of the prerequisite or advisories being established
    c. Refer to pages 9 through 12 in handout "Submitting Course Proposals on CurricUNET"
4. *Course Units, Hours, Offerings* page
    a. Repeatable Courses
        i. Repeatable for Credit – check yes
        ii. Indicate how many times course may be taken
        iii. Justification for Repeatability – "Skill Development" must be changed to reflect the actual reason why students would need to repeat this course. Update with appropriate information.

FINE ARTS PRESENTATION

Chair Simon asked J. Davidson from Fine Arts department to share with the committee the dynamics of their Division Curriculum Committee and how they function so effectively. The highlights included:

- Initially, there was no structure and no communication between the DCC and the department.
- Course review was being initiated by the department secretary.
- It was necessary to determine responsibility, duties and expectations.
- Representatives from each department were assigned to the DCC.
- Each department knows what is being reviewed.
- DCC members communicate with the departments.
- Curriculum is faculty-driven.
- The DCC manages curriculum like a mini CCC.

S. Rodriguez acknowledged that the Industry and Technology division has similar tools, i.e.: charts, check-off procedures. It was noted that there is nothing in the CCC bylaws in regards to establishing the structure of the DCC. Each individual DCC determines their course of action.

APPROVAL OF MINUTES
The minutes from the December 6 meeting were sent via email and approved as submitted prior to today's meeting.

FINAL HANDOUT
Chair Simon and Q. Chapman reviewed the final handout with the members, which included the "Curriculum Review Timeline Spring 2012 Semester", a report of "Courses Not Reviewed in Six Years", and "Course Review Goals by Division", which denotes the minimum number of courses to be reviewed each semester and each academic year.

ADJOURNMENT
Chair Simon called for a motion to adjourn the meeting. J. Sims moved, T. Norton seconded, and the motion was carried. Chair Simon adjourned the meeting at 4:09 p.m.

EL CAMINO COLLEGE
COLLEGE CURRICULUM COMMITTEE
February 28, 2012
Proposed Curriculum Changes for 2012-2013

BEHAVIORAL AND SOCIAL SCIENCES

COURSE INACTIVATION

1. Anthropology 99abc – Independent Study
2. Child Development 170B – Family Development II
3. Economics 99abc – Independent Study
4. History 99abc – Independent Study

BUSINESS

COURSE INACTIVATION

1. Business 100 – Supervised Tutoring: Computer Applications

COURSE REVIEW; CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION, DISTANCE EDUCATION UPDATE

Current Status/Proposed Changes

1. Computer Information Systems 133 – ~~Web Programming Concepts~~ Mashup JavaScript, jQuery and AJAX
   Students examine the fundamental concepts and structures of programming for the Web using client-side mark-up languages and scripting languages. Students learn how to use standard documentation, testing and debugging techniques, and web-based programming tools, such as conditional structures, variables, classes, objects, functions, events, arrays, windows, and forms, in order to create eBusiness applications. Additional topics include the introduction to XML, databases as used in the development of web-based programming, and utilizing Web Services.

Recommendation

Computer Information Systems 133 – Mashup JavaScript, jQuery and AJAX
Students examine the fundamental concepts and structures of programming for the Web using client-side markup languages and scripting languages. Students learn how to use standard documentation, testing and debugging techniques, and web-based programming tools, such as conditional structures, variables, classes, objects, functions, events, arrays, windows, and forms, in order to create eBusiness applications. Additional topics include the

introduction to XML, databases as used in the development of web-based programming, and utilizing Web Services.

COURSE REVIEW; CHANGES IN DESCRIPTIVE TITLE, RECOMMENDED PREPARATION, CATALOG DESCRIPTION, DISTANCE EDUCATION UPDATE

Current Status/Proposed Changes

1. Computer Information Systems 134 – ASP.NET with C# Business Web Programming
   Recommended Preparation: Computer Information Systems 133 or Computer Information Systems 13 or equivalent experience
   This introductory programming course incorporates the basic concepts of web programming, problem solving, programming logic, and design techniques using Microsoft.~~Net~~NET web programming languages. The student will be able to ~~obtain information from an eclient and send information to the e-client by building~~ build a dynamic datadriven web application~~s~~ using SQL Server. ~~Skills will be applied to the creation of a Web Service.~~ Emphasis is placed on emerging web programming skills and technologies to prepare students for advanced programming applications and to enter the e-Business industry.

Recommendation

Computer Information Systems 134 – ASP.NET with C# Business Web Programming
Recommended Preparation: Computer Information Systems 133 or Computer Information Systems 13 or equivalent experience
This introductory programming course incorporates the basic concepts of web programming, problem solving, programming logic, and design techniques using Microsoft.NET web programming languages. The student will be able to build a dynamic datadriven web application using SQL Server. Emphasis is placed on emerging web programming skills and technologies to prepare students for advanced programming applications and to enter the e-Business industry.

FINE ARTS

COURSE REVIEW

1. Music 81B – Electronic Music Studio

COURSE REVIEW; CHANGES IN DESCRIPTIVE TITLE, CATALOG DESCRIPTION

Current Status/Proposed Changes

1. Art 88abc – ~~Etching/Relief~~ Printmaking II – Etching, Relief, and Lithography
   This course is a continuation of lithography, intaglio and relief printing. ~~processes and includes potentials of various~~ Students will explore non-toxic methods for plate development ~~techniques~~ and multicolor printing using digital and non-digital techniques. ~~The student will be introduced to multicolor prints involving the use of relief, multiple plates, collographs, and viscosity printing methods.~~

Recommendation

Art 88abc – Printmaking II – Etching, Relief, and Lithography
This course is a continuation of lithography, intaglio, and relief printing. Students will explore non-toxic methods for plate development and multicolor printing using digital and non-digital techniques.

INDUSTRY AND TECHNOLOGY

COURSE REVIEW; CHANGES IN CATALOG DESCRIPTION

1. Automotive Technology 81 – Automotive Air Conditioning
   Current Status/Proposed Changes
   In this course, students are introduced to refrigeration principles, system component functions~~,~~ and proper testing procedures as they apply to automotive air conditioning. The course stresses ~~the analysis of collected~~ collecting data, resulting in accurate diagnosis, repair, and service.

   Recommendation
   In this course, students are introduced to refrigeration principles, system component functions and proper testing procedures as they apply to automotive air conditioning. The course stresses collecting data, resulting in accurate diagnosis, repair, and service.

MATHEMATICAL SCIENCES

COURSE INACTIVATION

1. Computer Science 10 – Computer Programming with FORTRAN

CHANGES IN CERTIFICATE OF ACHIEVEMENT, COURSE REQUIREMENTS, UNITS

1. Computer Science Certificate of Achievement
   Current Status/Proposed Changes
   A Certificate of Achievement will be granted upon completion of the program requirements. At least 16 units required for the Certificate of Achievement must be completed at El Camino College.

   Computer Science 1, 2;
   three courses from: Computer Science 3, 4, ~~10~~ 12, 30, 40, 60, Mathematics 210
   Total Units: 21 - 22

   Recommendation
   A Certificate of Achievement will be granted upon completion of the program requirements. At least 16 units required for the Certificate of Achievement must be completed at El Camino College.

Computer Science 1, 2;
three courses from: Computer Science 3, 4, 12, 30, 40, 60, Mathematics 210
Total Units: 21 – 22

NATURAL SCIENCES

NEW MAJOR FOR TRANSFER (AS-T) (pending Chancellor's Office approval)

1. Geology
   The program is designed to provide students the opportunity to obtain a transfer degree upon successful completion of the geology major requirements. The student will acquire the ability to apply the theory of plate tectonics, knowledge of geologic hazards, and principles of geologic time to natural phenomena. Laboratories complement the lecture material providing the student with a foundation in observational and interpretive techniques. Competencies are assessed by examining the student's ability to make careful observations of earth materials and processes, explain observations, predict future outcomes of earth processes, and successfully complete laboratory and field trip activities.

   The Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing the AS-T are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn an AS-T degree, students must complete a minimum of 18 semester units in the major, a minimum 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0 and the CSU General Education Breadth requirements or Intersegmental General Education Transfer Curriculum (IGETC). This degree may not be the best option for students intending to transfer to a particular university or college that is not part of the CSU system. Students should consult with an El Camino College counselor when planning to complete the degree for more information on university admission and transfer requirements.

   Required Core:
   Geology 1, 2, 3, 4, Chemistry 1A, 1B, Mathematics 190, 191
   Total Units: 28

MAJOR INACTIVATION

1. Pre-Dentistry
2. Pre-Medicine
3. Pre-Optometry
4. Pre-Pharmacy

Note: Program proposals were reviewed and approved under extenuating circumstances, effective Fall 2012.