EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
March 11, 2014

Present: S. Bartiromo, S. Bosfield, W. Brownlee, T. Bui, A. Cornelio, B. Flameno,
  E. French-Preston, A. Hockman, L. Houske, R. Klier, M. Lipe, V. Nemie, D. Pahl

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

Ex-Officio Members Absent: F. Arce, S. Ecklund, G. Florimon, M. Hall, S. Kushigemachi, J. Simon

Guests: E. Geraghty, D. Hayden, T. Muckey

CALL TO ORDER
Chair Lipe called the College Curriculum Committee (CCC) meeting to order at 2:32 p.m.

VICE PRESIDENT'S REPORT
F. Arce was not available to attend the meeting.

APPROVAL OF MINUTES
The minutes from the February 25th meeting were tabled until approval is confirmed.

CURRICULUM REVIEW – Full Course Review Proposals

Fine Arts Division:
- The committee reviewed course proposals for Music 103A, Music 103B, and Music 203.
- The committee questioned whether subtopics are required in the Outline of Subject Matter. Q. Chapman recommends subtopics since best practices generally use major topics and subtopics, as well as course outline of record guidelines from the Academic Senate for Community Colleges (ASCCC). L. Suekawa reiterated the implications for course articulation with universities.
- Chair Lipe called a motion to approve the proposals, including the proposed conditions of enrollment changes for Music 103A. W. Brownlee, moved, D. Pahl seconded, and the motion passed unanimously.

Humanities Division:
- The committee reviewed Spanish 52A. The proposal was accepted as presented.
- Chair Lipe called a motion to approve the proposal, including the proposed conditions of enrollment changes. L. Houske moved, V. Nemie seconded, and the motion passed unanimously.

CURRICULUM REVIEW – Standard Review/Consent Agenda Proposals

Fine Arts Division:
- The committee tabled Music 105 for further changes.
- Music 555 (Community Choir for the Older Adult) is a noncredit/zero unit course that does not involve student fees, but instructors are paid at 50 percent. Q. Chapman will email the standards and criteria for noncredit curriculum per request.

Business Division:
- Chair Lipe reviewed committee comments for Computer Information Systems 11 and determined that standard review was appropriate. The essential course content remains the same and the revision to the catalog description did not warrant a full committee review. D. Pahl, CCC Division Representative, confirms the catalog description is more concise.

A motion was called to approve seven of the eight standard review proposals and all recommendations made by the committee. V. Nemie moved, W. Brownlee seconded, and the motion passed unanimously.

Full Review Proposals
The following courses were reviewed and are ready for final action:
1. Music 103A (MUSI 103A)
2. Music 103B (MUSI 103B)
3. Music 203 (MUSI 203)
4. Spanish 52A (SPAN 52A)

Standard Review/Consent Agenda Proposals
The following courses were reviewed and are ready for final action:
1. Computer Information Systems 11 (CIS 11)
2. Computer Science 3 (CSCI 3)
3. English 30 (ENGL 30)
4. French 21 (FREN 21)
5. Japanese 1 (JAPA 1)
6. Music 147A (MUSI 147A)
7. Music 555 (MUSI 555)

CHAIR'S REPORT

The committee was briefed on the overall duties of the College Curriculum Committee. In addition, Chair Lipe appointed W. Brownlee and L. Houske to serve on the CCC Chair Election Committee. The names of nominees are due by twelfth week of the spring semester. The Standard Technical Review Committee must review the next round of proposals by March 27th.

ADVISORY REPORT

Q. Chapman will try to enhance the CurricUNET "Help" option over the summer.

ADJOURNMENT

Chair Lipe called a motion to adjourn the meeting. D. Pahl moved, T. Bui seconded, and the motion carried. The meeting adjourned at 3:25 p.m.

BUSINESS

COURSE REVIEW; DISTANCE EDUCATION UPDATE, CHANGE IN CATALOG DESCRIPTION

1. Computer Information Systems 11 – Help Desk Operations
    Current Status/Proposed Changes

    This course focuses on ~~practical applications related to the process~~ <u>current, recognized, best practices in the field</u> of help desk and end-user support ~~in~~ <u>targeting</u> the field of Information Technology ~~in a variety of organizational settings~~. Topics include ~~the~~ end-user support ~~function in~~ <u>roles within</u> an organization, ~~techniques to resolve various help desk issues, and strategies to provide ongoing technical support to~~ <u>strategies in dealing with</u> end-users~~.~~<u>,</u> ~~Emphasis will be placed on problem solving with users,~~ <u>technical support documentation, and problem identification/resolution. Course emphasis is placed on using software tools to understand and implement service desk processes such as user support process flow, incident management,</u> needs analysis, troubleshooting, and ~~interaction with users~~ <u>support documentation</u>.

    Recommendation

    This course focuses on current, recognized, best practices in the field of help desk and end-user support targeting the field of Information Technology. Topics include end-user support roles within an organization, strategies in dealing with end-users, technical support documentation, and problem identification/resolution. Course emphasis is placed on using software tools to understand and implement service desk processes such as user support process flow, incident management, needs analysis, troubleshooting, and support documentation.

FINE ARTS

COURSE REVIEW

1. Music 555 – Community Choir for the Older Adult

COURSE REVIEW; CHANGE IN CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation)

1. Music 103A – Theory and Musicianship I
    Current Status/Proposed Changes
    Prerequisite: Music 101 with a minimum grade of C or equivalent

    Recommended Preparation: Music 102A and Music 131A or equivalent and ~~eligibility for~~ English ~~1A~~ <u>84</u> or English as a Second Language ~~52C~~ <u>52B</u>

    Recommendation

    Prerequisite: Music 101 with a minimum grade of C or equivalent

    Recommended Preparation: Music 102A and Music 131A or equivalent and English 84 or English as a Second Language 52B

COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION

1. Music 147A – Beginning Guitar
    Current Status/Proposed Changes

    This course ~~introduces techniques for playing the guitar including~~ <u>will focus on fundamental aspects of</u> holding, tuning, and ~~fingering. Emphasis will be placed on learning music notation,~~ <u>basic performance techniques for pickstyle guitar. Students will be introduced to</u> the fundamentals of music~~, and the playing of simple melodies, chords, and accompaniment patterns. Students will explore a variety of styles ranging from Classical to more contemporary Rock/Pop~~ <u>including reading notation and basic music theory. Students will examine melodies, strumming patterns, and chord playing through the use of both traditional and contemporary popular music repertoire.</u>

Recommendation

This course will focus on fundamental aspects of holding, tuning, and basic performance techniques for pickstyle guitar. Students will be introduced to the fundamentals of music including reading notation and basic music theory. Students will examine melodies, strumming patterns, and chord playing through the use of both traditional and contemporary popular music repertoire.

2. Music 103B – Theory and Musicianship II
   Current Status/Proposed Changes

   This course is a continuation of Music 3A 103A and expands the study of tonal music by enlarging the harmonic vocabulary to include diatonic seventh chords and secondary functions. Modulation types common to music of the 18th century and small forms will also be discussed. Appropriate exercises in sight-singing and dictation will accompany written work.

   Recommendation

   This course is a continuation of Music 103A and expands the study of tonal music by enlarging the harmonic vocabulary to include diatonic seventh chords and secondary functions. Modulation types common to music of the 18th century and small forms will also be discussed. Appropriate exercises in sight-singing and dictation will accompany written work.

3. Music 203 – Theory and Musicianship III
   Current Status/Proposed Changes

   This course is a continuation of Music 3B 103B and expands the study of tonal music by enlarging the harmonic vocabulary to include the remaining chromatic chords. Small form will be reviewed as a precursor to sonata form, and students will study enharmonic modulation, modes, instrumental transposition, and orchestral score reading. Appropriate exercises in sight-singing and dictation will accompany written work.

   Recommendation

   This course is a continuation of Music 103B and expands the study of tonal music by enlarging the harmonic vocabulary to include the remaining chromatic chords. Small form will be reviewed as a precursor to sonata form, and students will study enharmonic modulation, modes, instrumental transposition, and orchestral score reading. Appropriate exercises in sight-singing and dictation will accompany written work.

HUMANITIES

COURSE REVIEW

1. English 30 – The English Bible as Literature
2. French 21 – Beginning Conversational French

COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION

1. Japanese 1 – Elementary Japanese I
   Current Status/Proposed Changes

   This course, taught within the context of Japanese culture, introduces students to the development of skills for language acquisition in speaking, listening, reading, and writing of modern Japanese. Students also are introduced to the cultural background of the language. ~~Technological support includes computer programs, DVDs, CDs, Internet access to online materials and tutorial services.~~

   Note: This course is comparable to two years of high school Japanese.

   Recommendation

   This course, taught within the context of Japanese culture, introduces students to the development of skills for language acquisition in speaking, listening, reading, and writing of modern Japanese. Students also are introduced to the cultural background of the language.

   Note: This course is comparable to two years of high school Japanese.

COURSE REVIEW; CHANGE IN CONDITIONS OF ENROLLMENT
(Pre/Corequisite, Recommended Preparation, or Enrollment Limitation)

1. Spanish 52A – Spanish for Native Speakers I
   Current Status/Proposed Changes
   ~~Recommended Preparation: native-speaking knowledge of Spanish~~

   <u>Prerequisite: Spanish 2 with a minimum grade of C or equivalent</u>

Recommendation

Prerequisite: Spanish 2 with a minimum grade of C or equivalent

MATHEMATICAL SCIENCES

COURSE REVIEW

1. Computer Science 3 – Computer Programming with Java