

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
April 22, 2014

Present: F. Arce, T. Bui, A. Cornelio, E. French-Preston, A. Hockman, L. Houske, R. Klier, S. Kushigemachi, M. Lipe, V. Nemie, D. Pahl

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

Ex-Officio Members Absent: S. Bartiromo, S. Bosfield, W. Brownlee, S. Ecklund, B. Flamenno, G. Florimon, M. Hall, W. Morris, J. Simon

Guests: C. Neumann, C. Smith, M. Som de Cerff, P. Sorunke, J. Troesh

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 did not have anything to report.

APPROVAL OF MINUTES

The minutes from the March 11th meeting were sent via email and approved by the committee.

CURRICULUM REVIEW – Full Course Review Proposals

Business Division

Administration of Justice 21 (AJ21) – Introduction to Emergency Management

The Transportation Security Administration has requested El Camino College to offer a new course in Emergency Management as an addition to their training program. This course is being offered only through contract education to support technical education careers in emergency management.

Chair Lipe called a motion to approve the new course proposal. V. Nemie moved, E. French-Preston seconded, and the motion passed unanimously.

Business 14 – Marketing

The Marketing Department was advised to remove the colon in the catalog description. In addition, the committee made a recommendation to remove the word “eligibility” for

recommended preparation courses listed in the condition of enrollment section of the course outline of record.

Business 19 – Principles of Retailing Management

The committee also recommended the overuse of the word “eligibility” be removed for recommended courses listed in the conditions of enrollment section of the course outline of record.

The word “eligibility” serves a purpose with prerequisite courses because there are various ways in which a student can qualify to fulfill the prerequisite, such as testing and assessment. Chair Lipe plans to contact the Council of Deans for their opinion in response to L. Suekawa’s suggestion.

A motion was called to approve the course proposals for Business 14 and Business 19, including the conditions of enrollment changes. D. Pahl moved, V. Nemie seconded, and the motion passed unanimously.

Health Sciences and Athletics Division

Physical Education 233 – Pep Squad and Cheer

This course was formerly Physical Education 233abc and is losing its “abc” repeatability designation since the course is no longer recognized as an intercollegiate athletic sport. A reduction in course units was due to compliance with Title 5. S. Kushigemachi recommended the catalog description be updated to hyphenate the word “sport related.”

Physical Education 234ab – Pep Squad and Cheer Competition

This course was formerly Physical Education 234abcd, an off-season training course. The repeatability status is being changed from “abc” to “ab” designation under the academic intercollegiate competition and is no longer part of the intercollegiate athletics.

Chair Lipe called a motion to approve the course proposals for Physical Education 233 and Physical Education 234ab, including proposed changes to the conditions of enrollment. E. French-Preston moved, A. Cornelio seconded, and the motion passed unanimously.

CURRICULUM REVIEW – Standard Review/Consent Agenda Proposals

The committee tabled English 41B for additional changes. The committee also recommended changes to the course outline of record for Business 1A.

Business 1A – Financial Accounting

Edit section VIII D, Conditions of Enrollment. Add a “writing” entrance skill to match objective from English A since students are required to complete a one-to-two page written report.

A motion was called to approve the Standard Review/Consent Agenda proposals and recommendations made by the committee. L. Houske moved, S. Kushigemachi seconded, and the motion passed unanimously.

In addition, a motion was called to approve the courses proposed for inactivation. D. Pahl moved, E. French-Preston seconded, and the motion passed unanimously.

Full Review Proposals

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

1. Administration of Justice 21 (AJ 21)
2. Business 14 (BUS 14)
3. Business 19 (BUS 19)
4. Physical Education 233 (formerly PE 233abc)
5. Physical Education 234ab (formerly PE 234abcd)

Standard Review/Consent Agenda Proposals

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

1. Business 1A (BUS 1A)
2. Geology 1 (GEOL 1)
3. Music 102A (MUSI 102A)
4. Music 111 (MUSI 111)
5. Music 247 (MUSI 247)
6. Physical Education 275 (PE 275)
7. Photography 223A (PHOT 223A)
8. Photography 223B (PHOT 223B)
9. Theater 184 (THEA 184)

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

1. Anthropology 10 (ANTH 10)
2. Communication Studies 24abcd (COMS 24abcd)
3. Communication Studies 9 (COMS 9)
4. Film/Video 151 (FILM 151)
5. History 114 (HIST 114)
6. Mathematics 25 (MATH 25)
7. Psychology 21 (PSYC 21)

CHAIR'S REPORT

Chair Lipe asked L. Houske to provide a status on the search for the next CCC Chair elect. L. Houske informed the committee the names of nominees have not been identified.

ADVISORY REPORT

- The committee was advised by Q. Chapman to work with their deans in developing a curriculum plan.

- Special Topics courses scheduled for inactivation will be initiated by Q. Chapman.
- Chair Lipe and Q. Chapman will coordinate with CCC Representatives and initiate course reviews for Independent Study and Cooperative Work Experience Education courses. However, the divisions may initiate course inactivations.
- Course Outline of Record (COR) must contain three Student Learning Outcomes (SLOs). Otherwise, the COR will be sent back to course proposer.
- D. Pahl asked Q. Chapman if course reviews need to be initiated to change the legislatively mandate education from “California Department of Real Estate” to “Bureau of Real Estate” for the real estate courses, degrees, and certificates offered at El Camino College. Q. Chapman replied course reviews need to be conducted to update requirements due to changes in the state law.

ADJOURNMENT

Chair Lipe called a motion to adjourn the meeting. D. Pahl moved, L. Houske seconded, and the motion carried. The meeting adjourned at 3:30 p.m.

EL CAMINO COLLEGE
COLLEGE CURRICULUM COMMITTEE
April 22, 2014
Approved Curriculum Changes for 2015-2016

BEHAVIORAL AND SOCIAL SCIENCES

INACTIVATE COURSES

1. Anthropology 10 – Medical Anthropology
2. History 114 – History of the Asian American in the United States
3. Psychology 21 – Introduction to the Psychology of Consciousness

BUSINESS

COURSE REVIEW; DISTANCE EDUCATION UPDATE, CHANGE IN CATALOG DESCRIPTION

1. Business 1A – Financial Accounting
Current Status/Proposed Changes

This is an introductory course covering the ~~fundamentals~~ fundamental theory, principles, and procedures of financial accounting, of with an emphasis on the corporate entity. Topics include ethics, and the analysis, recording, and summarizing of accounting transactions on the accrual basis ~~in preparing financial statements.~~ Financial statements are prepared and analyzed. An emphasis will be on accounting as an information system to meet the demands of users for decision-making. Computer applications are integrated into the homework.

Recommendation

This is an introductory course covering the fundamental theory, principles, and procedures of financial accounting, with an emphasis on the corporate entity. Topics include ethics and the analysis, recording, and summarizing of accounting transactions on the accrual basis. Financial statements are prepared and analyzed. An emphasis will be on accounting as an information system to meet the demands of users for decision-making. Computer applications are integrated into the homework.

COURSE REVIEW; DISTANCE EDUCATION UPDATE, CHANGES IN CATALOG DESCRIPTION, CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation)

1. Business 14 – Marketing

Current Status/Proposed Changes

Recommended Preparation: eligibility for English 84 and eligibility for English A

~~This course provides an intensive study of~~ is an introduction to marketing principles and explores marketing concepts and strategies on which the field of marketing is based. Emphasis will be on product decisions, distribution decisions, promotion decisions, and pricing decisions. The general elements of electronic marketing will also be. Topics include market analysis, planning, product development, marketing mix, and media decisions. Electronic marketing and the environmental factors of marketing including social, ethical, and legal considerations are also studied.

Recommendation

Recommended Preparation: eligibility for English 84 and eligibility for English A

This is an introduction to marketing principles and explores marketing concepts and strategies. Topics include market analysis, planning, product development, marketing mix, and media decisions. Electronic marketing and the environmental factors of marketing including social, ethical, and legal considerations are also studied.

2. Business 19 – Principles of Retailing Management

Current Status/Proposed Changes

Recommended Preparation: eligibility for English 84 and eligibility for English A

~~This course is a study of~~ examines the principles and practices used in the management of successful retail stores. Topics include site selection, layout, ~~organization~~ merchandising, staffing, positioning, customer service, promotional techniques, and all aspects of the critical buying function.

Recommendation

Recommended Preparation: eligibility for English 84 and eligibility for English A

This course examines the principles and practices used in the management of successful retail stores. Topics include site selection, layout, merchandising,

staffing, positioning, customer service, promotional techniques, and all aspects of the critical buying function.

FINE ARTS

COURSE REVIEW

1. Music 102A – Beginning Sightsinging
2. Theater 184 – Stagecraft

COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION

1. Music 247 – Intermediate Guitar
Current Status/Proposed Changes

~~Music 48abcd is a continuation of Music 47ab. The~~ This course is designed to explore guitar playing with a more focused approach. This course aims to provide the student with enough tools to continue study at a more stylistically-focused level upon completion. Students will be introduced to more advanced melody reading, moveable chord and scale types, advanced rhythm and strumming patterns, songwriting techniques, and improvisation. ~~focuses on the continued development of reading and playing classical music for the guitar. Fingerboard techniques beyond the first position will be introduced. This course also includes the study of contemporary song styles, accompaniment, and improvisation, using such techniques as pentatonic scales, blues scales, Travis pick, and strumming variations.~~

Recommendation

This course is designed to explore guitar playing with a more focused approach. This course aims to provide the student with enough tools to continue study at a more stylistically-focused level upon completion. Students will be introduced to more advanced melody reading, moveable chord and scale types, advanced rhythm and strumming patterns, songwriting techniques, and improvisation.

2. Photography 223A – Theory Color/Color Printing
Current Status/Proposed Changes

This course covers the theory and techniques of color digital and color film still photography. Emphasis is placed on the processing of various types of color negative film, color film and color digital image printing, and color cast correction.

Color theory, the psychology of color, and the effects of various light sources on color temperature are included.

Recommendation

This course covers the theory and techniques of color digital and color film still photography. Emphasis is placed on the processing of various types of color negative film, color film and color digital image printing, and color cast correction. Color theory, the psychology of color, and the effects of various light sources on color temperature are included.

3. Photography 223B – Intermediate Color Photography/Color Printing
Current Status/Proposed Changes

This course covers the advanced theory and practice of color digital and film still photography with an emphasis on the construction, processing, and printing of color positive photographic materials. The additive color process ~~and contrast masking~~ will be introduced as well as techniques for printing color transparencies on color reversal paper, printing and processing photographic prints from color negatives, and making color balanced photographs and digital prints.

Recommendation

This course covers the advanced theory and practice of color digital and film still photography with an emphasis on the construction, processing, and printing of color photographic materials. The additive color process will be introduced as well as techniques for printing color transparencies on color reversal paper, printing and processing photographic prints from color negatives, and making color balanced photographs and digital prints.

COURSE REVIEW; DISTANCE EDUCATION UPDATE

1. Music 111 – Music Appreciation Survey

INACTIVATE COURSES

1. Communication Studies 9 – Readers Theatre
2. Communication Studies 24abcd – Forensics Workshop
3. Film/Video 151 – Film and Popular Music in Post-World War II America

HEALTH SCIENCES AND ATHLETICS

COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION NOTE

1. Physical Education 275 – Sport Psychology

Current Status/Proposed Changes

This course is a scientific study of the psychological factors associated with participation and performance in sport activities. Emphasis will be placed on how psychological principles and research can be used to understand and enhance sport performance. Topics will include historical and theoretical perspectives of sport psychology, research methods, and the relationship between sport performance and various personality, motivational, and social psychological variables. Gender and age issues, as well as the effects and management of unhealthy behaviors, will be discussed.

Note: This course is the same as Psychology 22.

Recommendation

This course is a scientific study of the psychological factors associated with participation and performance in sport activities. Emphasis will be placed on how psychological principles and research can be used to understand and enhance sport performance. Topics will include historical and theoretical perspectives of sport psychology, research methods, and the relationship between sport performance and various personality, motivational, and social psychological variables. Gender and age issues, as well as the effects and management of unhealthy behaviors, will be discussed.

COURSE REVIEW; CHANGES IN COURSE NUMBER, DESCRIPTIVE TITLE, UNITS, LAB HOURS, FACULTY LOAD, CATALOG DESCRIPTION, CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation)

Current Status/Proposed Changes

1. Physical Education ~~233~~ 233 – Pep Squad and Cheer

Units: ~~2.0~~ 1.0 Lecture: 0 Lab hours: ~~4.0~~ 3.0 Faculty Load: ~~20.00%~~ 13.64%

~~Enrollment Limitation: tryout~~

Recommended Preparation: high school varsity cheerleading experience or equivalent skill

This course is designed for aspiring cheerleaders who are able to perform will perform choreographed sport-related cheers, dance and stunting at an intermediate

level. Athletes are selected at tryouts and perform at football, basketball games, and selected community activities routines. Synchronization of technical dance and gymnastic skills associated with enthusiastic cheerleading will be performed in class. Physical conditioning and spotting techniques will enhance skills and promote safety.

Note: Course offered fall semester only. Tryouts are held in the spring semester.

Recommendation

Physical Education 233 – Pep Squad and Cheer

Units: 1.0 Lecture hours: 0 Lab hours: 3.0 Faculty Load: 13.64%

Recommended Preparation: high school varsity cheerleading experience or equivalent skill

This course is designed for aspiring cheerleaders who will perform choreographed sport-related cheers, dance and stunting routines. Synchronization of technical dance and gymnastic skills associated with enthusiastic cheerleading will be performed in class. Physical conditioning and spotting techniques will enhance skills and promote safety.

Note: Course offered fall semester only.

COURSE REVIEW; CHANGES IN COURSE NUMBER, DESCRIPTIVE TITLE, LAB HOURS, FACULTY LOAD, CATALOG DESCRIPTION, CONDITIONS OF ENROLLMENT (Pre/Corequisite, Recommended Preparation, or Enrollment Limitation)

Current Status/Proposed Changes

1. Physical Education ~~234abed~~ 234ab – ~~Off-Season Training for Pep Squad and Cheer~~ Competition

Units: 1.0 Lecture hours: 0 Lab hours: ~~2.0~~ 3.0 Faculty Load: ~~10.00%~~ 13.64%

~~Enrollment Limitation: tryout~~

Prerequisite: Physical Education 233 with a minimum grade of C or equivalent

This cheerleading course is designed as off-season training for returning members of the cheerleading squad for preparation for intercollegiate competition against other community colleges. This course is a requirement for cheerleaders participating in the competition squad. Students will work on skill development in cheer, dance and stunting. Strength training and cardiovascular conditioning will also be implemented. personal and team skill development and choreograph cheers, dance and stunting routines. Physical fitness is implemented to enhance competition routines and to reduce the risk of injury.

Note: Course offered spring semester only.

Recommendation

Physical Education 234ab – Pep Squad and Cheer Competition

Units: 1.0 Lecture hours: 0 Lab hours: 3.0 Faculty Load: 13.64%

Prerequisite: Physical Education 233 with a minimum grade of C or equivalent

This cheerleading course is designed for preparation for intercollegiate competition against other community colleges. Students work on personal and team skill development and choreograph cheers, dance and stunting routines. Physical fitness is implemented to enhance competition routines and to reduce the risk of injury.

Note: Course offered spring semester only.

INDUSTRY AND TECHNOLOGY

NEW COURSE

1. Administration of Justice 21 – Introduction to Emergency Management
Units: 3.0 Lecture hours: 3.0 Lab hours: 0 Faculty Load: 20.00%
Recommended Preparation: Administration of Justice 10
Grading Method: Letter
Credit, degree applicable
Transfer CSU

This course introduces students to the fundamentals of emergency management. Students will learn the principles of emergency management, and will become familiar with the major issues confronting emergency management providers. The course will emphasize the elements of the Incident Command System. Students will participate in a series of simulated emergency management exercises. Case studies of large scale emergency events will be covered.

MATHEMATICAL SCIENCES

INACTIVATE COURSE

1. Mathematics 25 – Pre-Algebra Review

NATURAL SCIENCES

COURSE REVIEW; DISTANCE EDUCATION UPDATE, CHANGE IN CATALOG DESCRIPTION

1. Geology 1– Physical Geology *Current Status/Proposed Changes*

This course provides an introduction to geology, including the scientific method on the history of geology. It examines the materials, structures, and processes that compose and shape the earth. It includes a survey of minerals, and rocks, and soils; a study of plate tectonics and the forces that create volcanism volcanoes, and earthquakes, and mountains; and a study of surface features due to weathering and erosion, streams, mass wasting, topographic features created by streams, landslides, ground water, glaciers, wind, desert processes, and ocean waves. The course examines concepts of geologic time, relative and absolute age dating, and fossils. The course also investigates renewable and non-renewable resources as well as mining provinces that produce metals important for industry and technology.

Note: ~~4 units~~ 1 unit of laboratory science credit will be granted with concurrent or subsequent enrollment in a geology laboratory course.

Recommendation

This course provides an introduction to geology, including the scientific method on the history of geology. It examines the materials, structures, and processes that compose and shape the earth. It includes a survey of minerals, rocks, and soils; a study of plate tectonics and the forces that create volcanoes, earthquakes, and mountains; and a study of surface features due to weathering and erosion, streams, mass wasting, ground water, glaciers, wind, desert processes, and ocean waves. The course examines concepts of geologic time, relative and absolute age dating, and fossils. The course also investigates renewable and non-renewable resources as well as mining provinces that produce metals important for industry and technology.

Note: 1 unit of laboratory science credit will be granted with concurrent or subsequent enrollment in a geology laboratory course.