

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
MAY 24, 2011

Present: F. Arce, J. Davidson, E. French-Preston, S. Gates, A. Himsel, L. Kjeseth,
M. Lipe, E. Martinez, V. Nemie, T. Norton, V. Rayford, S. Rodriguez, J. Sims,
J. Thompson

Absent: R. La Fond

Ex-Officio Members Present: Q. Chapman, J. Simon, L. Suekawa, D. Vakil

Ex-Officio Members Absent: R. Brown, D. Budri, M. Hall, C. Lee

Also Present: L. Linka

CALL TO ORDER

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

APPROVAL OF MINUTES

The minutes from the May 10 meeting were sent via email and approved as submitted prior to today's meeting.

CURRICULUM REVIEW: FULL REVIEW RESULTS

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

- ✓ English 1A
- ✓ Environmental Technology A.S. degree – program inactivation
- ✓ Environmental Technology Hazardous Materials Certificate of Achievement – program inactivation
- ✓ Environmental Technology Occupational Safety and Health Certificate of Achievement – program inactivation

It was noted that the new Kinesiology program has been returned to the course author for revisions, and will be re-introduced for review next fall.

NEW PROGRAM DEVELOPMENT

Q. Chapman gave a presentation to the committee concerning New Program Development. Copies of the presentation were distributed to the committee. Issues on this subject arise at different times, and Q. Chapman will meet with individual faculty to advise and assist with program development. Today's presentation acts as a refresher course, to let the committee know what is going on at the state level. Q. Chapman fielded a request – define what is meant by program. Basically, the type of program being discussed today is defined as a sequence of courses in a course of study, or a body of courses that lead to the goal of a degree or certificate.

Highlights and discussion included:

- The idea for a new program includes: evidence, support, justification, documentation.
- The Program and Course Approval Handbook (PCAH) outlines these requirements.
- A plan should be developed before moving on to approval.
- An advisory board is required for vocational programs. Although not required for non-vocational programs, it is helpful and strongly recommended.
- Job market information needs to be provided for career technical education (CTE) programs.
- Adequate resources must exist to maintain the program, including funding for faculty, equipment, and library or learning resources.
- The program must be in compliance with state and federal laws.
- If you are going to develop a new program, you must be able to sell it.

The top 11 reasons that delay approval of credit program applications were outlined. Chair Kjeseth noted that most of our programs are appropriate and have a good chance of being accepted.

Q. Chapman then reviewed credit courses and course approval, noncredit courses and programs, and Title 5 course approval and credit certificates. There was discussion and clarification regarding types of credit certificates:

- Certificates of Achievement are 18 or more units, degree applicable credit, and must be approved by the Chancellor's Office in order to be awarded.
- Certificates of Accomplishment are fewer than 18 semester units, and may not be listed on the student's transcript. These certificates do not require Chancellor's Office approval.

ANNOUNCEMENTS

CCC members were reminded to submit their division plans for Fall 2011 – these are due June 7. Chair Kjeseth and Q. Chapman will assign courses to a particular CCC meeting, as a more organized strategy for completing course review. Since no one volunteered for a final Standard Review sub-committee, a final review will not be conducted. Standard review will resume in the fall.

F. Arce announced that 50 sections have been added to the Summer 2011 schedule. The focus will be on general education transfer, and some CTE courses.

ADJOURNMENT

Chair Kjeseth called for a motion to adjourn the meeting. V. Rayford moved, S. Rodriguez seconded, and the motion was carried. The meeting was adjourned at 3:20 p.m.

**EL CAMINO COLLEGE
COLLEGE CURRICULUM COMMITTEE
May 24, 2011**

**Proposed Curriculum Changes
for 2012-2013**

HEALTH SCIENCES AND ATHLETICS

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

1. Physical Education 35abc – Men’s Intercollegiate Football Team

Current Status/Proposed Change

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

This course provides instruction, training, and practice in the advanced techniques of football and the opportunity for intercollegiate competition. Students athletes will compete against conference schools and other colleges.

Note: This course is offered in the fall semester only.

Recommendation

Enrollment Limitation: high school varsity experience or equivalent skill

This course provides instruction, training, and practice in the advanced techniques of football and the opportunity for intercollegiate competition. Student athletes will compete against conference schools and other colleges.

Note: This course is offered in the fall semester only.

2. Physical Education 45abc – Men’s Intercollegiate Golf Team

Current Status/Proposed Change

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

This course provides instruction, training, and practice in the advanced techniques of golf and the opportunity for intercollegiate competition. Students athletes will compete against conference schools and other colleges.

Note: This course is offered in the spring semester only.

Recommendation

Enrollment Limitation: high school varsity experience or equivalent skill

This course provides instruction, training, and practice in the advanced techniques of golf and the opportunity for intercollegiate competition. Student athletes will compete against conference schools and other colleges.

Note: This course is offered in the spring semester only.

3. Physical Education 105abc – Women’s Intercollegiate Basketball Team

Current Status/Proposed Change

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

This course provides instruction, training, and practice in the advanced techniques of basketball and the opportunity for intercollegiate competition. Students athletes will compete against conference schools and other colleges.

Note: This course is offered in the fall semester only.

Recommendation

Enrollment Limitation: high school varsity experience or equivalent skill

This course provides instruction, training, and practice in the advanced techniques of basketball and the opportunity for intercollegiate competition. Student athletes will compete against conference schools and other colleges.

Note: This course is offered in the fall semester only.

4. Physical Education 115abc – Women’s Intercollegiate Tennis Team

Current Status/Proposed Change

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

This course provides instruction, training, and practice in the advanced techniques of tennis and the opportunity for intercollegiate competition. Students athletes will compete against conference schools and other colleges.

Note: This course is offered in the spring semester only.

Recommendation

Enrollment Limitation: high school varsity experience or equivalent skill

This course provides instruction, training, and practice in the advanced techniques of tennis and the opportunity for intercollegiate competition. Student athletes will compete against conference schools and other colleges.

Note: This course is offered in the spring semester only.

5. Physical Education 125abc – Women’s Intercollegiate Swimming Team

Current Status/Proposed Change

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

This course provides instruction, training, and practice in the advanced techniques of swimming and the opportunity for intercollegiate competition. Students athletes

will compete against conference schools and other colleges.

Note: This course is offered in the spring semester only.

Recommendation

Enrollment Limitation: high school varsity experience or equivalent skill

This course provides instruction, training, and practice in the advanced techniques of swimming and the opportunity for intercollegiate competition. Student athletes will compete against conference schools and other colleges.

Note: This course is offered in the spring semester only.

HUMANITIES

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

1. English 1A – Reading and Composition

Current Status/Proposed Change

Prerequisite: credit in English A or English AX with a minimum grade of C and credit in English 84 or credit in English 7 or English as a Second Language 52B with a minimum grade of C or qualification by testing (English or ESL Placement Test) and assessment

Recommendation

Prerequisite: credit in English A or English AX with a minimum grade of C and credit in English 84 or credit in English 7 or English as a Second Language 52B with a minimum grade of C or qualification by testing (English or ESL Placement Test) and assessment

INDUSTRY AND TECHNOLOGY

INACTIVATE MAJOR

1. Environmental Technology

INACTIVATE CERTIFICATE OF ACHIEVEMENT

1. Environmental Technology Hazardous Materials

2. Environmental Technology Occupational Safety and Health

MATHEMATICAL SCIENCES

COURSE REVIEW

1. Computer Science 40 – Introduction to UNIX and LINUX Operating Systems