

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
May 6, 2014

Present: F. Arce, W. Brownlee, A. Cornelio, 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, T. Bui, S. Ecklund, B. Flameno,
G. Florimon, E. French-Preston, M. Hall, W. Morris, J. Simon

Guests: T. Lew, A. Sharp, D. Shrader, P. Sorunke

CALL TO ORDER

Chair Lipe called the College Curriculum Committee (CCC) meeting to order at 2:40 p.m.

VICE PRESIDENT'S REPORT

F. Arce did not have anything to report.

APPROVAL OF MINUTES

The minutes from the April 8th meeting were sent via email and approved by the committee.

CURRICULUM REVIEW – Full Course Review Proposals

The committee reviewed three course proposals under full review which included one new course proposal and two courses proposed for reactivation.

Humanities Division

English 41B – Survey of Film: 1950 to the Present

Faculty has recommended this course be reactivated and plans to resubmit the course for UC transfer. Student interest has made the course viable when the division has the funds to offer it. The course is a complement to other courses offered in film, such as English 39 and English 78. The division will add two additional Student Learning Outcome statements before the next review cycle.

English 100 – Supervised Tutoring: Writing Center Laboratory

After careful review of the course, faculty determined that this tutorial lab course should be reactivated. This course will allow the division to generate noncredit Full Time Equivalent Students (FTES) while providing tutoring services in reading and writing. Course repetition is

available and students may petition to repeat the course. F. Arce inquired about the accounting system the division plans to use to collect attendance hours. T. Lew responded there are plans to use a tracking system to record hours and success rates where students use their student identification to swipe in. In past years the division used an accounting system designed by Information Technology to track attendance. An alternative option is to use paper and pencil to record hours.

A motion was called to approve course proposals for English 41B and English 100. D. Pahl moved, V. Nemie seconded, and the motion passed unanimously.

Industry and Technology Division

Administration of Justice 26 – Introduction to Terrorism and Counterterrorism

This new course proposal is being offered through contract education and will enhance the Administration of Justice program by offering students an overview of contemporary terrorist practices and the measures that are available to combat such activities. L. Suekawa has been notified to submit the course to California State University Long Beach to request articulation based on the faculty proposal.

The committee recommended the division evaluate the English advisory during the next course review cycle. Consider adding English A as an advisory since the course involves substantial writing assignments. R. Klier recommended a minor edit to the second paragraph of the catalog description and received concurrence from C. Neumann.

Chair Lipe called a motion to approve the new course proposal. W. Brownlee moved, L. Houske seconded, and the motion passed unanimously.

CURRICULUM REVIEW – Standard Review/Consent Agenda Proposals

The committee recommended the following revisions to the course outline of records:

Fine Arts Division

Theatre 103 – Theatre Appreciation

1. Section II, Student Learning Objective #1: Replace the word “Introduction” with “Analyze.”
2. Section II, Student Learning Objectives 20: Place a period mark at the end of the sentence.

Theatre 188 – Fundamentals of Stage Makeup

1. Section II, Student Learning Objective #10: Replace “Use makeup to interpret and author's characterization and analyze....” with “Use makeup to interpret the author’s characterization and analyze....”

Theatre 240 – Fundamentals of Stage Direction

1. Section II, Student Learning Objective #3: Add “performance exam” as an assessment tool.

Health Sciences and Athletics Division

Physical Education 54 – Weight Training

1. Section III, Outline of Subject Matter: Add subheadings under major heading in Topic IV.
2. Section IV, College-Level Critical Thinking Assignments: Replace the word “short essay” with “a one-paragraph response.”

Humanities Division

Spanish 1 – Elementary Spanish 1

The committee conducted a live vote and made the following recommendations to the course outline of record:

1. Section II, Student Learning Outcomes: Replace the one Student Learning Outcome (SLO) statement with the three current SLO statements from the alignment grid.
2. Section II, Student Learning Objective #1: Replace the word “Demonstrate” with “Read and write....”
3. Section VI, Work Outside of Class: Reduce independent study hours from 10 to 8 hours.

Natural Sciences Division

Geology 2 – History of Planet Earth

1. Section III, Outline of Subject Matter: Explain the meaning of the term “K-T” listed in Topic XI.

A motion was called to approve the course proposals, including the conditions of enrollment changes. W. Brownlee moved, S. Kushigemachi seconded, and the motion passed unanimously.

In addition, a motion was called to approve the four courses proposed for inactivation. L. Houske, moved, D. Pahl seconded, and the motion passed unanimously.

CURRICULUM PLANS

The committee was reminded to submit their fall 2014 curriculum plans. The Behavioral and Social Sciences, Fine Arts, Humanities, Mathematical Sciences, and Natural Sciences divisions have already responded. Chair Lipe asked the CCC representative to provide a brief summary of their scheduled fall 2014 curriculum plans.

1. W. Brownlee: A report is being prepared on transfer and portfolio issues for the Fine Arts Division.

2. V. Nemie: Industry and Technology Division plans to submit 17 new courses; 34 content reviews; 4 reinstatements; 12 course inactivations; 1 special circumstance; and 25 degree/certificate proposals.
3. S. Kushigemachi: Humanities Division plans to submit 14 content reviews and program reviews for journalism and photography.
4. A. Hockman: Mathematical Sciences Division is experiencing issues with C-ID for Computer Science courses.
5. L. Houske: Behavioral and Social Sciences Division is in the process of creating three new courses and one Associate in Arts Transfer degree.
6. Chair Lipe: Kinesiology Department plans to submit one new course and one Associate in Arts Transfer degree. In addition, the Special Resources Unit plans to submit several course reviews.

Full Review Proposals

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

1. Administration of Justice 26 (AJ 26)
2. English 100 (ENGL 100)
3. English 41B (ENGL 41B)

Standard Review/Consent Agenda Proposals

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

1. Geology 2 (GEOL 2)
2. Geology 3 (GEOL 3)
3. Music 257abcd (MUSI 257abcd)
4. Physical Education 54 (PE 54)
5. Spanish 1 (SPAN 1)
6. Theatre 103 (THEA 103)
7. Theatre 188 (THEA 108)
8. Theatre 216 (THEA 216)
9. Theatre 240 (Thea 240)

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

1. Business 55 (BUS 55)
2. Computer Information Systems 20 (CIS 20)
3. Computer Information Systems 27 (CIS 27)
4. Physical Education 101 (PE 101)

CHAIR'S REPORT

Chair Lipe advised the committee to schedule a meeting with their deans to discuss expectation of dean support to make the College Curriculum Committee's job easier. As a reminder, May 15th is the deadline for applying for flex credit this semester. You can earn 4 hours of credit per semester for your work on the CCC. Also, the [Curriculum Institute Conference](#) will be held on July 10-12, 2014. Chair Lipe, B. Klier and V. Nemie have expressed interest in attending the conference. L. Houske stated there has been some interest in sharing the CCC Chair-Elect responsibilities.

The next CCC Meeting scheduled for fall 2014 will be held on Tuesday, August 26th from 2:30-4:30 p.m. in ADM 131.

ADVISORY REPORT

Q. Chapman plans to email consent agenda course proposals through CurricUNET to the committee over the summer. If you wish, you may delay your voting obligation until after summer break.

ADJOURNMENT

Chair Lipe called a motion to adjourn the meeting. L. Houske moved, V. Nemie seconded, and the motion carried. The meeting adjourned at 3:40 p.m.

**EL CAMINO COLLEGE
COLLEGE CURRICULUM COMMITTEE
May 6, 2014
Approved Curriculum Changes for 2015-2016**

BUSINESS

INACTIVATE COURSES

1. Business 55 – Advanced Microsoft Office - Integrated Software Applications
2. Computer Information Systems 20 – Microsoft Windows
3. Computer Information Systems 27 – Using Spreadsheet Macros

FINE ARTS

COURSE REVIEW

1. Music 257abcd – Women’s Chorus
2. Theatre 188 – Fundamentals of Stage Makeup
3. Theatre 216 – Acting: Auditioning and Cold Reading
4. Theatre 240 – Fundamentals of Stage Direction

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

1. Theatre 103 – Theatre Appreciation
Current Status/Proposed Changes
Recommended Preparation: eligibility for English 1A ~~84~~ or English as a Second
Language ~~52C~~

Recommendation

Recommended Preparation: eligibility for English 1A

HEALTH SCIENCES AND ATHLETICS

COURSE REVIEW

1. Physical Education 54 – Weight Training

INACTIVATE COURSE

1. Physical Education 101 – Physical Fitness and Aging

HUMANITIES

REACTIVATE; COURSE REVIEW

1. English 41B – Survey of Film: 1950 to the Present
Units: 3.0 Lecture hours: 3.0 Lab hours: 0 Faculty Load: 20.00%
Recommended Preparation: eligibility for English 1A
Credit, degree applicable
Transfer CSU
Proposed UC
Proposed CSU General Education Requirement – Area C2 Humanities
Proposed IGETC Requirement – Area 3B Humanities

This course focuses on screening, analyzing and writing about film as a narrative reflective of its time and culture. Students study representative film masterpieces from 1950 to the present by viewing films or portions of films. An emphasis is placed on ideas and values portrayed in the films with regards to how they reflect the concerns of particular nationalities and time periods. Students also analyze the growth and transformation of various artistic techniques used by the filmmakers, as well as trends in major transnational filmmaking and media conglomeration.

2. English 100 – Supervised Tutoring: Writing Center Laboratory
Units: 0 Lecture hours: 0 Lab hours: 4 Faculty Load: 20.00%
Enrollment Limitation: Referral by instructor or counselor is based on assessed academic need.
Non-credit

This course provides students with supervised tutorial instruction on writing text with clarity and reading text with literal and critical understanding; this may include prewriting and pre-reading techniques, organization of text, development of arguments, relationships between parts of text, integration of writing and reading

for research, and revision/editing for clarity and correctness.

Note: This course is repeatable and open for enrollment at registration and at any time during the semester.

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

1. Spanish 1 – Elementary Spanish 1
Current Status/Proposed Changes
Recommended Preparation: eligibility for English A 1A

Recommendation

Recommended Preparation: eligibility for English 1A

INDUSTRY AND TECHNOLOGY

NEW COURSE

1. Administration of Justice 26 – Introduction to Terrorism and Counterterrorism
Units: 3.0 Lecture hours: 3.0 Lab hours: 0 Faculty Load: 20.00%
Recommended Preparation: Administration of Justice 11
Credit, degree applicable
Transfer CSU

This course will provide students with an overview of domestic and transnational terrorism. Varying definitions, perspectives, and underlying causes will be explored along with terrorist weapons of choice. Terrorist and counterterrorist organizations will be examined, as well as incidents involving terrorist efforts, successes, and failures.

NATURAL SCIENCES

COURSE REVIEW

1. Geology 2 – History of Planet Earth
2. Geology 3 – Physical Geology Laboratory