

**EL CAMINO COLLEGE  
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE  
SEPTEMBER 10, 2013**

Present: F. Arce, S. Bartiromo, S. Bosfield, Thanh-Thuy Bui, W. Brownlee, A. Cornelio,  
B. Flameno, E. French-Preston, L. Kjeseth, S. Kushigemachi  
M. Lipe, V. Nemie, D. Pahl

Absent: L. Houske, R. Klier

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

Ex-Officio Members Absent: M. Hall, J. Simon

Guests: B. Carey, D. Charman, M. C. Fields, L. Linka, G. Manikandan, S. Marron, G. Miranda,  
T. Pao, V. Rapp, J. Shankweiler, D. Shrader, J. Sims, M. Som De Cerff, P. Sorunke

### **CALL TO ORDER**

Mark Lipe called the College Curriculum Committee (CCC) meeting to order at 2:35 p.m.

### **VICE PRESIDENT'S REPORT**

F. Arce welcomed the new members, thanked the continuing members for their service, and provided the committee with an update on the accreditation progress. This is the final year for ECC to complete its accreditation self-evaluation report leading up to the accreditation team visit in October 2014. The critical issues for the deans are to identify those courses that need to be reviewed and inactivated, schedule the course reviews, and complete the course reviews between now and next spring. It is vital for the committee to support Chair Lipe and Q. Chapman with six-year review and Title 5 compliance.

### **APPROVAL OF MINUTES**

The minutes from the April 23<sup>rd</sup> and June 4<sup>th</sup> meetings were sent via email and approved.

### **CURRICULUM REVIEW**

Chair Lipe informed the committee in order for proposal submissions to pass, 51 percent of the committee must cast their vote. The committee will continue to review and vote on consent agenda items in CurricUNET. However, new courses and new degrees and certificates will require live voting at CCC meetings. Agenda items with specific course proposals will be posted and advertised 72 hours before the scheduled meeting. In addition, both the course originator and division dean will be invited to the CCC to answer questions. Chair Lipe may revisit the suggestion made by W. Brownlee to allow advisory vote for new courses.

Chair Lipe called for a motion to accept the 25 course inactivations. E. French-Preston moved, D. Pahl seconded, and the motion passed unanimously. F. Arce raised concern about the inactivation of the nine older adult noncredit music courses. Chair Lipe will review the rationale to determine the reason for the inactivations. At this time, the nine proposed noncredit music inactivations will be tabled until further information is received from Dean Fitzsimons.





