

**EL CAMINO COLLEGE  
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE  
SEPTEMBER 13, 2011**

Present: F. Arce, B. Carey, J. Davidson, S. Dowden, E. French-Preston, S. Gates, M. Lipe,  
E. Martinez, V. Nemie, T. Norton, V. Rayford, J. Simon, J. Sims, J. Thompson

Absent: S. Rodriguez

Ex-Officio Members Present: Q. Chapman, M. Hall, Claudia Lee, L. Suekawa

Ex-Officio Members Absent: L. Kjeseth, C. Valdez, D. Vakil, Compton Center Student  
Representative

Also Present: L. Linka

**CALL TO ORDER**

Chair Simon called the College Curriculum Committee (CCC) meeting to order at 2:32 p.m.

**VICE PRESIDENT'S REPORT**

F. Arce updated the committee in regards to funding for the remainder of the school year:

- Funding is questionable
- There may be mid-year cuts
- Must think about the practicality of creating new courses/programs
  - How to pay for adding courses is a legitimate question

F. Arce urged CCC members to work with their colleagues on these issues.

**CHAIR'S REPORT**

Chair Simon began by welcoming everyone to the first CCC meeting of the fall semester, then asked everyone in attendance to introduce themselves. Chair Simon reviewed the CCC timeline, included in today's handouts. The assigning of divisions to particular meetings will even out the workload for the semester. The number of courses due for review this fall, indicated on the timeline, is the minimum for the semester. It was also noted that the deadline for changes to the catalog is the end of fall semester.

Chair Simon stated that she would be attending regional training on September 23, offered by the Academic Senate, regarding educational policies. This will include potential changes to policies regarding repeatability. There is one more space available for a CCC member to attend the training, and Chair Simon invited members to take advantage of this opportunity.

The next meeting of the Standard Review Sub-Committee, scheduled for September 20, is to be a face-to-face meeting, as it consists of reviewing high school articulation proposals.

**CONSENT AGENDA PROPOSALS**

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

- ✓ Business 3
- ✓ Chinese 1

- ✓ English as a Second Language 51C
- ✓ Nursing 156

### **STAND-ALONE COURSE APPROVAL**

Handouts were provided to the committee for a presentation, and Chair Simon conducted a formal training session for Local Approval of Stand-Alone Credit Courses. The members filled out a sign-in sheet for attendance purposes.

After the presentation, Chair Simon fielded questions in regards to repeatability. As a college, we are looking at our own courses in regards to repeatability. Institutional research is researching how many students in fact take repeatable courses more than one time, and, as a preliminary finding, the research indicates that a very small number of students actually do. We must adhere to repeatability regulations. Chair Simon and Q. Chapman will be offering additional trainings, based on information they received from recent workshops given by the Curriculum Institute.

### **FALL STANDARD REVIEW COMMITTEE FLOATING REPRESENTATIVES**

Chair Simon requested volunteers for the Fall Standard Review Committee, and the assignments are as follows:

T. Norton & V. Rayford	CCC Fall 2011 #2, September 20
M. Lipe & J. Davidson	CCC Fall 2011 #3, September 29
V. Nemie & E. French-Preston	CCC Fall 2011 #4, October 13
J. Sims & B. Carey	CCC Fall 2011 #5, October 27
S. Gates & S. Dowden	CCC Fall 2011 #6, November 10

### **ADJOURNMENT**

Prior to adjournment, Q. Chapman thanked Chair Simon for stepping forward and accepting the position of new Chair. Chair Simon responded she was happy to be here. Chair Simon then called for a motion to adjourn the meeting. J. Davidson moved, M. Lipe seconded, and the motion was carried. Chair Simon adjourned the meeting at 3:36 p.m.

**EL CAMINO COLLEGE  
COLLEGE CURRICULUM COMMITTEE  
September 13, 2011**

**Proposed Curriculum Changes  
for 2012-2013**

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**BUSINESS**

**COURSE REVIEW**

1. Business 3 – QuickBooks

**HEALTH SCIENCES AND ATHLETICS**

**COURSE REVIEW**

1. Nursing 156 – Advanced Nursing Pharmacology

**HUMANITIES**

**COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION**

1. Chinese 1 – Elementary Chinese I

*Current Status/Proposed Change*

~~This beginning course introduces and develops students' skills for language acquisition in, taught within the context of Chinese culture, introduces students to listening, speaking, reading, and writing elementary Mandarin Chinese. Students also are introduced to the cultural background of the language. Technological support and tutorial services enhance the course. develop pronunciation and speaking skills along with their understanding of spoken Chinese. Audio and video tapes are available to reinforce the language skills students acquire in the classroom.~~

NOTE: This course is comparable to two years of high school Chinese.

*Recommendation*

This course introduces and develops students' skills for language acquisition in listening, speaking, reading, and writing Mandarin Chinese. Students also are introduced to the cultural background of the language. Technological support and tutorial services enhance the course.

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

2. English as a Second Language 51C – Advanced Listening, Speaking, and Pronunciation

*Current Status/Proposed Change*

This course provides ~~advanced~~ instruction in listening and speaking ~~skills~~, emphasizing oral communication, pronunciation, and idiomatic expressions in a multi-cultural academic setting. Students practice listening to and taking notes on ~~authentic~~ lectures from across the curriculum such as history, business, and science, and other listening material. Students present research-based speeches and participate in group discussions, ~~debates,~~ and panel presentations. ~~other group activities.~~

*Recommendation*

This course provides instruction in listening and speaking, emphasizing oral communication, pronunciation, and idiomatic expressions in a multi-cultural academic setting. Students practice listening to and taking notes on lectures from across the curriculum such as history, business, and science, and other listening material. Students present research-based speeches and participate in group discussions and panel presentations.