

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
September 8, 2015

CALL TO ORDER

Meeting called to order at 2:35 p.m. by Chair Carr.

Members:

Present: S. Bosfield, W. Brownlee, T. Bui, A. Carr, A. Cornelio, E. French-Preston, A. Hockman, L. Houske, V. Nemie, D. Pahl, S. Rodriguez, A. Sharp, J. Shankweiler

Absent: S. Bartiromo, K. Iino

Ex-Officio Members:

Present: Q. Chapman, A. Osanyinpeju, L. Suekawa, K. Whitney

Absent: A. Flores-Linares, M. Lipe, L. Young

Guests: M. Chaban, W. Cox, R. Davis, C. Fitzsimons, A. Grant, R. Lewis, G. Miranda, R. McMillian, C. Neumann, P. Sorunke

VICE PRESIDENT'S REPORT

Vice President Academic Affairs – Dr. Shankweiler – No report

APPROVAL OF MINUTES

The committee approved the minutes of the College Curriculum Committee of August 25, 2015.
The committee approved the amendment to the minutes of May 5, 2015.

CURRICULUM REVIEW

A. Full Program Review

The committee reviewed the following certificate proposals, which are ready for final action:

1. Business: Retail Management Certificate of Achievement
2. Computer Information Systems: Business Programming Certificate of Achievement

B. Full Course Review

The committee reviewed the following courses, which are ready for final action:

1. Administrative of Justice 142 (AJ 142)
2. Art 282 (ART 282)
3. Astronomy 20H (ASTR 20H)
4. Economics 1 (ECON 1)
5. Economics 2 (ECON 2)
6. Oceanology 10H (OCEA 10H)

C. Standard Review/Consent Agenda Proposals

The committee reviewed the following course inactivations, which are ready for final action:

1. Electronics and Computer Hardware Technology 62 (ECHT 62)
2. Fire and Emergency Technology 50 (FTEC 50)
3. Machine Tool Technology 50 (MTT 50)
4. Manufacturing Technology 50 (MTEC 50)
5. Nutrition and Foods 50 (NFOO 50)

CURRICULUM DISCUSSION

A. Full Program Review

Business Division

1. Retail Management Certificate of Achievement

A question was raised that there does not seem to be a demand in our local area for this certificate. What are the plans to attract students to complete this program? Committee member D. Pahl indicated there is significant demand from local grocers.

It was moved by E. French-Preston, seconded by W. Brownlee, that the committee approve the Retail Management Certificate of Achievement. Motion carried.

2. Business Programming Certificate of Achievement

M. Chaban indicated the program level outcomes should align with the computer information PLOs.

It was moved by D. Pahl, seconded by V. Nemie, that the committee approve the Business Programming Certificate of Achievement. Motion carried.

B. Full Course Review

Behavioral and Social Sciences Division

1. Economics 1 – Principles of Economics: Macroeconomics

A question was raised if Mathematics 67 would be an appropriate prerequisite for the course. G. Miranda stated the division has declined to make Mathematics 67 a prerequisite at this time.

It was moved by W. Brownlee, seconded by L. Houske, that the committee approve the course proposal, including conditions of enrollment changes for Economics 1. Motion carried.

2. Economics 2 – Principles of Economics: Microeconomics

A suggestion was made to provide examples of the types of basic concepts or ideas students will be required to explain using tools of economic analysis under the Student Learning Outcome (SLO). G. Miranda indicated the SLO would be revisited again for more detail.

It was moved by L. Houske, seconded by S. Rodriguez, that the committee approve the course proposal for Economics 2. Motion carried.

Fine Arts Division

It was moved by W. Brownlee, seconded by V. Nemie, that the committee approve the course proposal, including conditions of enrollment changes for Art 282. Motion carried.

Industry and Technology Division

The committee made the following recommendations to the course outline of record:

Administration of Justice 142 – Introduction to Digital Evidence

1. Edit *Catalog Description* in the Course Summary Checklist: Edit the first paragraph by replacing “basic understanding of crime scene investigation...” with “an understanding of digital crime scene investigation. Topics include court presentation of evidence...”
2. Edit *Conditions of Enrollment* in the Course Checklist: Delete reference to AJ 132 and provide a matching skill for AJ 100.

It was moved by E. French-Preston, seconded by V. Nemie, that the committee approve the recommended changes to the new course proposal, including the conditions of enrollment and online distance education.

Natural Sciences Division

The committee made the following recommendations to the course outline of records:

1. Astronomy 20H – Honors the Solar System

Edit *Catalog Description* in the Course Summary Checklist: Combine the first two sentences of the catalog description.

It was moved by A. Cornelio, seconded by V. Nemie, that the committee approve the new course proposal for Astronomy 20H. Motion carried.

2. Oceanography 10H – Honors Introduction to Oceanography

a. Edit *Catalog Description* in the Course Summary Checklist: Combine the first two sentences of the catalog description.

b. Edit Objectives in the Course Checklist: Update objective #15 last paragraph to read as “Demonstrate the ability to conduct independent, self-directed research using appropriate published and/or internet sources to complete assignments or projects.”

It was moved by T. Bui, seconded by E. French-Preston, that the committee approve the new course proposal for Oceanography 10H honors course. Motion carried.

C. Standard Review/Consent Agenda Proposals

It was moved by D. Pahl, seconded by V. Nemie, that the committee approve the standard review/consent agenda proposals (course inactivations). Motion carried.

CHAIR'S REPORT

Chair Carr is continuing to work out the format for conducting the College Curriculum meetings. Faculty may contact Chair Carr for assistance with inputting curriculum into the CurricUNET database.

CURRICULUM ADVISOR REPORT

Curriculum Advisor Q. Chapman reminded the committee of the standard technical review proposals for September 10. The committee will receive a list of proposals that need to be completed and DCC approved by the August 31, 2015 deadline. Curriculum Committee member T. Bui will review proposals DCC approved by the September 10th deadline.

Since the heaviest period for curriculum reviews by the Chancellor's Office are July and February of each year, the committee was advised to get curriculum reviewed and approved as soon as possible. The Chancellor's Office has one person who reviews degree and certificate submittals, one person who reviews transfer degrees, and two people who review courses submitted for approval.

The committee suggested the following topics and information be made available:

1. Provide a checklist of the technical review information the committee should look for when reviewing division college curriculum (Action: Chair Carr/Q. Chapman)
2. Brief committee on general education and articulation timelines (Action: L. Suekawa – October 13)
3. Associate Degrees for Transfer (ADT) status and compliance update (Action: Q. Chapman)
4. College goals for new courses and programs (Action: Chair Carr)

Final Comments: The numbers for ECC awarded degrees and certificates will most likely increase because students are now required to develop educational plans.

ADJOURNMENT

Chair Carr called a motion to adjourn the meeting. D. Pahl moved, T. Bui seconded, and the motion carried. The meeting adjourned at 3:40 p.m.

**EL CAMINO COLLEGE
COLLEGE CURRICULUM COMMITTEE
September 8, 2015
Approved Curriculum Changes for 2016-2017**

BEHAVIORAL AND SOCIAL SCIENCES

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

1. Economics 1 – Principles of Economics: Macroeconomics

Current Status/Proposed Changes

Prerequisite: Mathematics 73 or Mathematics 80 with a minimum grade of C in prerequisite or qualification by testing (El Camino College Mathematics Placement Test) and assessment

Recommended Preparation: ~~Economics 5~~ and eligibility for English 1A

Recommendation

Prerequisite: Mathematics 73 or Mathematics 80 with a minimum grade of C in prerequisite or qualification by testing (El Camino College Mathematics Placement Test) and assessment

Recommended Preparation: eligibility for English 1A

**COURSE REVIEW; DISTANCE EDUCATION REVIEW, CHANGES IN
CATALOG DESCRIPTION**

1. Economics 2 – Principles of Economics: Microeconomics Theory

Current Status/Proposed Changes

This course focuses on the ~~development of the~~ fundamental laws of supply and demand. The principles that govern the operation of the market economy using microeconomic theory will be examined. In particular, emphasis will be placed on decision making by individual consumers and firms, and how the allocation of goods and resources are determined in both competitive and monopolistic markets.

Recommendation

This course focuses on the fundamental laws of supply and demand. The principles that govern the operation of the market economy using microeconomic theory will be examined. In particular, emphasis will be placed on decision making by individual

consumers and firms, and how the allocation of goods and resources are determined in both competitive and monopolistic markets

BUSINESS

NEW CERTIFICATE

1. Computer Information Systems: Business Programming Certificate of Achievement

A Certificate of Achievement will be granted upon completion of all program requirements. A minimum of 15 units required for the Certificate of Achievement must be completed at El Camino College.

Certificate Requirements	Units
Required Core: 15 units	
CIS 13 Computer Information Systems	3
CIS 18 Systems Analysis and Design	3
CIS 19 Internet, Security, and the Web	3
CIS 28 Database Management Using Microsoft Access	3
CIS 30 Introduction to Electronic Commerce	3
7 units from:	
CIS 16 Application Development and Programming Using Visual Basic.Net	3
CIS 134 ASP.NET with C# Business Web Programming	4
or	
CIS 133 Mashup JavaScript, jQuery and AJAX	4
CIS 136 Building Mobile Apps	3
Total Units: 22	

CHANGE IN CERTIFICATE; COURSE REQUIREMENTS, TOTAL UNITS

1. Retail Management Certificate of Achievement

Current Status/Proposed Changes

A Certificate of Achievement will be granted upon completion of the program requirements. A minimum of ~~15~~ 12 units must be completed at El Camino College.

Certificate Requirements	Units
BUS 1A Financial Accounting	4
or	
BUS 11 Accounting for Small Business	3
BUS 14 Marketing	3

BUS 15	Business Mathematics	3
BUS 19	Principles of Retailing Management	3
BUS 20	Business Management	3
BUS 21	Human Resources Management	3
BUS 22	Human Relations in Organizations	3
BUS 28	Written Business Communications	3
BUS 29	Oral Business Communications	3
CIS 13	Computer Information Systems	3
Total Units: 30-31 <u>24-25</u>		

Recommendation

A Certificate of Achievement will be granted upon completion of the program requirements. A minimum of 12 units must be completed at El Camino College.

Certificate Requirements		Units
BUS 1A	Financial Accounting	4
or		
BUS 11	Accounting for Small Business	3
BUS 14	Marketing	3
BUS 19	Principles of Retailing Management	3
BUS 20	Business Management	3
BUS 21	Human Resources Management	3
BUS 22	Human Relations in Organizations	3
BUS 28	Written Business Communications	3
CIS 13	Computer Information Systems	3
Total Units: 24-25		

FINE ARTS

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

1. Art 282 – Life Sculpture
Current Status/Proposed Changes
~~Recommended Preparation: Art 181~~

Prerequisite: Art 217 or Art 160 or Art 161 or Art 181 with a minimum grade of C or equivalent experience

Recommendation

Prerequisite: Art 217 or Art 160 or Art 161 or Art 181 with a minimum grade of C

INDUSTRY AND TECHNOLOGY

NEW COURSE

1. Administration of Justice 142 – Introduction to Digital Evidence
Units: 3.0 Lecture: 3.0 Faculty Load: 20.00%
Recommended Preparation: Administration of Justice 100 and English A
Grading Method: Letter
Credit Status: Associate Degree Credit
Proposed CSU Transfer

This course provides students with an understanding of digital crime scene investigation. Topics include court presentation of evidence requirements involving digital forensic evidence, digital imaging, and metadata. Recognized legal and professional standards will be reviewed. Students will be exposed to contemporary digital forensic tools and processes used in collecting digital evidence from seizure to the admission as evidence in a criminal trial. Procedural and legal issues in the handling, processing, and examination of digital evidence will be studied. Students will learn about methods of handling the chain of custody regarding some digital evidence, and discovery procedures.

NEW DISTANCE EDUCATION COURSE VERSION

1. Administration of Justice 142 – Introduction to Digital Evidence

INACTIVATE COURSES

1. Electronics and Computer Hardware Technology 62 – Introduction to the Electric Power Industry
2. Fire and Emergency Technology 50 – Special Topics in Fire and Emergency Technology
3. Machine Tool Technology 50 – Special Topics in Machine Tool Technology
4. Manufacturing Technology 50 – Special Topics in Manufacturing Technology
5. Nutrition and Foods 50 – Special Topics in Nutrition and Foods

NATURAL SCIENCES

NEW COURSES

1. Astronomy 20H – Honors The Solar System
Units: 3.0 Lecture: 3.0 Lab: 0 Faculty Load: 20.00%
Recommended Preparation: eligibility for English 1A
Grading Method: Letter
Credit Status: Associate Degree Credit
CSU Transfer
Proposed UC Transfer
ECC AA/AS General Education - Area 1
Proposed CSU GE - Area B1
Proposed IGETC - Area 5A

This honors course, intended for students in the Honors Transfer Program, is an introduction to the major planets and the smaller members of the Solar System such as moons, asteroids, Kuiper Belt Objects, and comets. Theories of the origin and histories of the planets are presented. The early history of astronomy and the Copernican Revolution are discussed. Sky phenomena such as constellations, the seasons, eclipses, and planetary motions are demonstrated in the planetarium. The possibility of life elsewhere in the solar system is examined. Students in the honors sections are required to research and write comprehensively about the origin of the solar system.

Note: Students may take either Astronomy 20 or Astronomy 20H. Duplicate credit will not be awarded for Astronomy 20 and Astronomy 20H.

2. Oceanography 10H – Honors Introduction to Oceanography
Units: 4.0 Lecture: 3.0 Lab: 3.0 Faculty Load: 35.00%
Recommended Preparation: eligibility for English 1A
Grading Method: Letter
Credit Status: Associate Degree Credit
CSU Transfer
Proposed UC Transfer
ECC AA/AS General Education - Area 1
Proposed CSU GE - Areas B1, B3
Proposed IGETC - Area 5A

This honors course, intended for students in the Honors Transfer Program, presents the ocean in terms of its physical, chemical and biological environments. The topics include studies of: formation and modification of various wave types; tidal behavior; formation of water masses and ocean currents; beaches and changing shoreline; coral

reefs; physical and chemical properties of ocean water; marine environments; marine sediments; origin of sea floor and coastline features; the spreading sea floor and drifting continents. This course is enriched through additional and more vigorous reading, writing, and research assignments.

Note: Students may take either Oceanography 10 or Oceanography 10H. Duplicate credit will not be awarded for Oceanography 10 and Oceanography 10H.