

**EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
SEPTEMBER 9, 2008**

Present: F. Arce, J. Davidson, A. Himsel, R. Hughes, L. Kjeseth, M. Lipe, V. Lloyd, E. Martinez, C. Mosqueda, S. Panski, V. Rapp, C. Somin, J. Thompson, J. Young

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

Ex-Officio Members Absent: C. Brinkman, M. Hall, R. Smith

Also Present: M. Cavalier, I. Drew, M. Gross, J. Harmon, B. Jaffe, K. Key, W. Morris, M. Odanaka, Y. Ouwkerk, S. Rodriguez

CALL TO ORDER

Chair Young called the College Curriculum Committee (CCC) meeting to order at 2:30 p.m. and extended a warm welcome.

CHAIR'S REPORT

Chair Young then asked everyone in attendance to introduce themselves. She also acknowledged our new student representative, Ms. Deyja Charles.

FALL 2008 and SPRING 2009 CCC TIMELINES

- Chair Young stated that today's packet included the Curriculum Review Timelines for the Fall 2008 and Spring 2009 semesters.
- Chair Young briefly explained the timeline format and proposal deadlines.
- She also explained the curriculum review process for 1) proposals requested by Chair, 2) extenuating circumstances proposals, and 3) Distance Education proposals.
- She reminded the committee that the General Studies major will be reviewed again by the CCC in order to address local concerns and recommendations from the System Office.
- Chair Young confirmed that the spring semester is reserved for review of existing courses and programs. New course proposals will not be entertained.

CURRICULUM REVIEW

Behavioral and Social Sciences Proposals

- Chair Young relinquished the chair to Chair Elect, L. Kjeseth in order to present proposals on behalf of G. Miranda.
- Chair Young took the podium and explained where changes were made to the Transfer Studies Certificate.
- The previously approved certificate had a 60-unit requirement, which was an error.
- The College will have two distinct Transfer Studies certificates, one with a 39-unit requirement (CSU General Education Breadth) and the other a 34-unit requirement (IGETC).

- L. Kjeseth called for a motion to approve the proposals. M. Lipe moved, C. Somin seconded, and the motion carried.

Humanities Proposal

- Chair Young invited C. Somin to the podium to present a proposal for English 40A on behalf of T. Lew.
- The proposal was submitted for a catalog description change and it was noted that several words in the description will be with lowercase letters instead of uppercase.
- Chair Young asked for a motion to approve the proposal. V. Rapp moved, A. Himsel seconded, and the motion carried.

Health Science and Athletics Proposals

- On behalf of I. Drew, M. Gross, faculty member from the Nursing department took the podium to present new course proposals for Nursing 128, 129, 130, 131, 132, and 133.
- M. Gross distributed an errata sheet and discussed each section where changes were made to the proposals and/or course outlines.
- In addition to the errata sheet, M. Gross provided course objectives for Nursing 129 as they were inadvertently omitted from the curriculum review packets.
- Nursing 128 – revisions were made to section 1.6 on the course proposal and sections I, II, and VIII on the course outline.
- Nursing 129 – revisions were made to section 1.6 on the course proposal and sections I, II, and VIII on the course outline.
- Nursing 130 - revisions were made to section 1.6 on the course proposal and sections II, V.B2, and VIII on the course outline. M. Gross fielded a question from the Committee on section VIII and accepted the recommendation.
- Nursing 132 – revisions were made to sections 1.4.8 and 1.6 on the course proposal. Additionally, changes were made to sections V.A. and VIII on the course outline. M. Gross fielded another question from the Committee on section VIII and accepted the recommendation.
- Nursing 133 – revisions were made to section 1.6 on the course proposal. Changes were also made to sections I, and II on the course outline.
- The Committee raised questions about the enrollment limitation on each course. M. Gross confirmed that “Admission to the Vocational Nursing Program” is an enrollment limitation.
- Chair Young informed the Committee that the Nursing faculty are working diligently on the proposals for Vocational Nursing major and certificate. The Committee will be reviewing those two proposals this fall.
- M. Gross acknowledged and thanked M. Cavalier, Consultant, for her hard work on the courses presented to the Committee.
- Chair Young asked for a motion to approve the proposals. M. Lipe moved, V. Lloyd seconded and the motion carried.
- Chair Young called for a motion to approve the conditions of enrollment (Nursing 128-133). M. Lipe moved, V. Lloyd seconded and the motion carried.
- Chair Young asked for a motion to approve Nursing 128, Nursing 129, Nursing 130, Nursing 131, Nursing 132, and Nursing 133 as Stand-Alone courses. L. Kjeseth moved, M. Lipe seconded, and the motion carried.

Industry and Technology Proposals

- Chair Young informed the Committee that three proposals in their curriculum review packet will not be presented today.
- The Committee was asked to bring their proposals for Computer Aided Design/Drafting 26abcd, Computer Aided Design/Drafting 27abcd, and Computer Aided Design/Drafting 28abcd to the October 14, 2008 meeting.
- S. Rodriguez took the podium to present proposals for the Engineering Technology A.S. degree and Certificate of Achievement.
- S. Rodriguez explained the course requirements revisions. Machine Tool Technology 13A is an inactive course. The course has been replaced with Machine Tool Technology 101abcd.
- Chair Young asked for a motion to approve the proposals. R. Hughes moved, V. Rapp seconded, and the motion carried.

PROPOSALS REVIEWED BY F.ARCE AND CHAIR YOUNG

- In today's packets were recommendations to approve the following actions.
Inactivations –Transfer Studies Certificate, English as a Second Language 44, English as a Second Language 45, and German 24
Catalog Description Revision – Art 100
Distance education Updates – Business 52A, Business 52B, Business 56abcd, Business 57abcd, and Speech Communication 14
- Chair Young discussed the recommendations.
- Chair Young then asked for a motion to approve the recommended actions. V. Rapp moved, C. Somin seconded, and the motion carried.

BYLAWS

- Also included in today's packet was a draft recommending changes to the CCC Bylaws.
- The Committee discussed adding a counselor and a dean from Compton Center.
- It was recommended that the counselor (full-time faculty) be a Voting Representative and the dean an Ex-Officio Representative.
- Chair Young gave the Committee an opportunity to express opinions regarding the recommendations. She also advised the Committee that the recommendations will be presented to Academic Senate for approval.
- Chair Young called for a motion to approve that one dean from Compton Community Educational Center be a member on the CCC. S. Panski moved, C. Somin seconded, and the motion carried.
- Chair Young called for a motion to approve that one full-time counselor from Compton Community Educational Center be a member on the CCC. S. Panski moved, V. Lloyd seconded, and the motion carried.
- Should the recommendations be approved, the Compton members will serve term lengths already established in the CCC Bylaws for Voting and Ex-Officio representatives.

STAND-ALONE TRAINING

- Chair Young directed the Committee's attention to today's packet, which included Stand-Alone Training materials provided by the System Office.
- Stand-Alone was conducted by Chair Young and Chair Elect Kjeseth.

ANNOUNCEMENTS

Chair Young asked K. Key, Counselor, to address the Committee.

- K. Key, also a former member of the A.A./A.S. degree task force, expressed his concerns with the College's A.S. degree.
- Problems with students in certain majors and/or high unit majors are affected, specifically by requirements in Area 2 of the degree pattern.
- Chair Young will make arrangements to meet with K. Key and develop a plan to address A.S. degree requirements.

Chair Young called for a motion to adjourn the meeting. C. Somin moved, V. Rapp seconded, and the motion carried. The meeting was adjourned at 4:00 p.m.

**EL CAMINO COLLEGE
COLLEGE CURRICULUM COMMITTEE**

**Proposed Curriculum Changes
September 9, 2008**

BEHAVIORAL AND SOCIAL SCIENCES DIVISION

INACTIVATE CERTIFICATE OF ACHIEVEMENT

1. Transfer Studies

NEW CERTIFICATE OF ACHIEVEMENT

1. Transfer Studies: CSU General Education Breadth

A certificate of achievement will be granted to students who complete a minimum of 39 units from category A through E of the CSU general education requirements.

Note: To receive full certification of the CSU general education pattern, a grade of C or better is required in areas A and B4. Certification means that El Camino College students have completed the lower division general education requirements for the CSU. Students must request certification at the Records window.

Note: Completion of CSU General Education Breadth requirements alone is not enough to make students eligible for admission to a CSU. Please consult with a counselor for details on completing transfer admission requirements.

Total Units: 39

2. Transfer Studies: Intersegmental General Education Transfer Curriculum (IGETC)

A certificate of achievement will be granted to students who complete a minimum of 34 units to fulfill the IGETC pattern requirements.

Note: To receive full certification of the IGETC pattern, a grade of C or better is required in each course. Certification means that El Camino College has verified that students have completed the lower division general education requirements for IGETC. Students must request certification at the Records window.

Note: Completion of the IGETC requirements alone is not enough to make students eligible for admission to a CSU or UC. Please consult with a counselor for details for completing transfer admission requirements.

Total Units: 34

BUSINESS DIVISION

DISTANCE EDUCATION COURSE VERSION UPDATES

1. Business 52A – Microsoft Word Applications I (Online)
2. Business 52B – Microsoft Word Applications II (Online)
3. Business 56abcd – Microsoft Word Certification Preparation (Online)
4. Business 57abcd – PowerPoint Certification Preparation (Online)

FINE ARTS DIVISION

CHANGE IN CATALOG DESCRIPTION

1. Art 100 – Supervised Tutoring: Studio Art

Current Status/Proposed Change

This course provides tutoring related to specialized equipment and skills specific to studio art. Students benefit from access to laboratory facilities beyond regular class time in courses such as design, digital arts, sculpture, ceramics, jewelry/metalsmithing, printmaking, painting, and photography. Through supervised tutorials, students will complete required studio assignments employing technical skills and concepts presented in the corequisite course.

Note: This course is repeatable, and ~~Note: This is an open for enrollment course.~~
~~Students may enroll~~ at registration ~~or~~ and at any time during the semester.

Recommendation:

This course provides tutoring related to specialized equipment and skills specific to studio art. Students benefit from access to laboratory facilities beyond regular class time in courses such as design, digital arts, sculpture, ceramics, jewelry/metalsmithing, printmaking, painting, and photography. Through supervised tutorials, students will complete required studio assignments employing technical skills and concepts presented in the corequisite course.

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

DISTANCE EDUCATION COURSE VERSION UPDATE

1. Speech Communication 14 – Introduction to Intercultural Communication (Online)

HEALTH SCIENCE AND ATHLETICS**NEW COURSES**

1. Nursing 128 – Maternal Infant Vocational Nursing
Units: 2.5 Lecture: 1.5 hours Lab: 3 hours Faculty Load: 36.67%
Prerequisite: Nursing 126 with a minimum grade of C
Enrollment Limitation: admission to the Vocational Nursing Program
Credit, degree applicable
Grading method: Letter grade
This course provides instruction and clinical practice in nursing care related to the normal developmental phases and most common problems of the childbearing family. Byrne and Thompson's theory of nursing and the nursing process serve as frameworks to analyze and plan for normal childbearing experiences.
2. Nursing 129 – The Childrearing Family for Vocational Nurses
Units: 2.5 Lecture: 1.5 hours Lab: 3 hours Faculty Load: 36.67%
Prerequisite: Nursing 126 with a minimum grade of C
Enrollment Limitation: admission to the Vocational Nursing Program
Credit, degree applicable
Grading method: Letter grade
This course provides instruction and clinical practice in nursing care related to the normal developmental phases and most common problems of the childrearing family. Byrne and Thompson's theory of nursing and the nursing process serve as frameworks to analyze and plan nursing promotion of normal childhood health and development. Clinical practice sites include ambulatory care clinics and community agencies.
3. Nursing 130 – Advanced Vocational Nursing I
Units: 7 Lecture: 3.5 hours Lab: 10.5 hours Faculty Load: 128.35%
Prerequisite: Nursing 129 with a minimum grade of C
Enrollment Limitation: admission to the Vocational Nursing Program
Credit, degree applicable
Grading method: Letter grade
This course provides instruction and clinical practice in advanced vocational nursing. Byrne and Thompson's basic human needs theory of nursing and the nursing process are integrated and applied to assist clients with problems associated with physical integrity needs, affiliative and sexual needs, mental health problems and other common related issues. Clinical practice sites include in-patient, out-patient, and community based health care agencies.
4. Nursing 131 – Professional Issues for Vocational Nurses
Units: 1 Lecture: 1 hour Faculty Load: 6.67%
Prerequisite: Nursing 126 with a minimum grade of C
Enrollment Limitation: admission to the Vocational Nursing Program
Credit, degree applicable
Grading method: Credit/No Credit

This course provides instruction in ethical and legal issues as well as regulatory and policy standards regarding the practice of vocational nursing in California. Career opportunities in nursing will be explored for employment as a Licensed Vocational Nurse.

5. Nursing 132 – Advanced Vocational Nursing II

Units: 7 Lecture: 3.5 hours Lab: 10.5 hours Faculty Load: 128.35%

Prerequisite: Nursing 130 with a minimum grade of C

Enrollment Limitation: admission to the Vocational Nursing Program

Credit, degree applicable

Grading method: Letter grade

This course provides instruction and clinical practice in leadership within the vocational nursing scope of practice. Content includes nursing theory and the leadership and management skills needed to care for groups of stable patients with complex health care needs. Practice sites include long-term care facilities, ambulatory care facilities, and other community health care agencies.

6. Nursing 133 – Transition to Licensed Vocational Nursing

Units: 1 Lecture: 1 hour Faculty Load: 6.67%

Prerequisite: Nursing 131 with a minimum grade of C

Enrollment Limitation: admission to the Vocational Nursing Program

Credit, degree applicable

Grading method: Credit/No Credit

This course provides instruction and support for the student who will complete the program and transition into the Licensed Vocational Nurse role. Legal and practical aspects of obtaining a license in California will be studied. Issues of importance to the beginning nurse, such as supervision, delegation and management of nursing care will be emphasized.

HUMANITIES DIVISION

INACTIVATE COURSES

1. English as a Second Language 44 – Reading, Writing, Listening and Speaking I
2. English as a Second Language 45 – Reading, Writing, Listening and Speaking II
3. German 24 – Introduction to German Language and Culture

CHANGE IN CATALOG DESCRIPTION

1. English 40A – American Literature

Current Status/Proposed Change

This course surveys American literature from its beginnings through the Civil War. Coverage, which recognizes the contribution of women and of ethnic and other minorities to the national literature, includes including material from several categories: the Narratives of Native Peoples, the Literature of Discovery and Exploration, the Literature of European Settlement, the Literature of Pre-Revolutionary America, the Literature of an Emerging Nation, and the literature of Pre-Civil War Antebellum

America. This course recognizes the contributions of women and minority writers to the national literature.

Recommendation:

This course surveys American literature from its beginnings through the Civil War, including material from several categories: the narratives of native peoples, the literature of discovery and exploration, the literature of Pre-Revolutionary America, the literature of an emerging nation, and the literature of Antebellum America. This course recognizes the contributions of women and minority writers to the national literature.

INDUSTRY AND TECHNOLOGY DIVISION

CHANGE IN MAJOR

1. Engineering Technology

Current Status/Proposed Change

At least 50% of the requirements for the major must be completed at El Camino College. Engineering Technician Option (pending approval by the California Community Colleges System Office): Engineering Technology 10, 12, 14, 16, Machine Tool Technology ~~43A~~ 101abcd, Technical Mathematics 1; three courses from the following: Engineering Technology 18, Machine Tool Technology 16ab*, Computer Aided Design/Drafting 26abcd*, 27abcd*, 28abcd*, Electronics and Computer Hardware Technology 22, Manufacturing Technology 70, 75, Welding 15ab* (*one semester of)
Total Units: 25-28

Engineering Technology Option (pending approval by the California Community Colleges System Office): Engineering Technology 10, 12, 14, 16, Chemistry 1A, Mathematics 190, Physics 2A; two courses from the following: Computer Information Systems 13, Electronics and Computer Hardware Technology 110, Engineering 1, 9, Engineering Technology 18, Machine Tool Technology ~~43A~~ 101abcd, Manufacturing Technology 70, 75
Total Units: 30-33

Recommendation:

At least 50% of the requirements for the major must be completed at El Camino College. Engineering Technician Option (pending approval by the California Community Colleges System Office): Engineering Technology 10, 12, 14, 16, Machine Tool Technology 101abcd, Technical Mathematics 1; three courses from the following: Engineering Technology 18, Machine Tool Technology 16ab*, Computer Aided Design/Drafting 26abcd*, 27abcd*, 28abcd*, Electronics and Computer Hardware Technology 22, Manufacturing Technology 70, 75, Welding 15ab* (*one semester of)
Total Units: 25-28

Engineering Technology Option (pending approval by the California Community Colleges System Office): Engineering Technology 10, 12, 14, 16, Chemistry 1A, Mathematics 190, Physics 2A; two courses from the following: Computer Information Systems 13,

Electronics and Computer Hardware Technology 110, Engineering 1, 9, Engineering Technology 18, Machine Tool Technology 101abcd, Manufacturing Technology 70, 75
Total Units: 30-33

CHANGE IN CERTIFICATE OF ACHIEVEMENT

1. Engineering Technology

Current Status/Proposed Change

A Certificate of Achievement will be granted to students completing the requirements in either the Engineering Technician or Engineering Technology options. At least 50% of the courses for the Certificate of Achievement must be completed at El Camino College.

Engineering Technician Option (pending approval by the California Community Colleges System Office): Engineering Technology 10, 12, 14, 16, Machine Tool Technology ~~43A~~ 101abcd, Technical Mathematics 1; three courses from the following: Engineering Technology 18, Machine Tool Technology 16ab*, Computer Aided Design/Drafting 26abcd*, 27abcd*, 28abcd*, Electronics and Computer Hardware Technology 22, Manufacturing Technology 70, 75, Welding 15ab* (*one semester of)

Total Units: 25-28

Engineering Technology Option (pending approval by the California Community Colleges System Office): Engineering Technology 10, 12, 14, 16, Chemistry 1A, Mathematics 190, Physics 2A; two courses from the following: Computer Information Systems 13, Electronics and Computer Hardware Technology 110, Engineering 1, 9, Engineering Technology 18, Machine Tool Technology ~~43A~~ 101abcd, Manufacturing Technology 70, 75

Total Units: 30-33

Recommendation:

A Certificate of Achievement will be granted to students completing the requirements in either the Engineering Technician or Engineering Technology options. At least 50% of the courses for the Certificate of Achievement must be completed at El Camino College.

Engineering Technician Option (pending approval by the California Community Colleges System Office): Engineering Technology 10, 12, 14, 16, Machine Tool Technology 101abcd, Technical Mathematics 1; three courses from the following: Engineering Technology 18, Machine Tool Technology 16ab*, Computer Aided Design/Drafting 26abcd*, 27abcd*, 28abcd*, Electronics and Computer Hardware Technology 22, Manufacturing Technology 70, 75, Welding 15ab* (*one semester of)

Total Units: 25-28

Engineering Technology Option (pending approval by the California Community Colleges System Office): Engineering Technology 10, 12, 14, 16, Chemistry 1A, Mathematics 190, Physics 2A; two courses from the following: Computer Information Systems 13, Electronics and Computer Hardware Technology 110, Engineering 1, 9, Engineering Technology 18, Machine Tool Technology 101abcd, Manufacturing Technology 70, 75

Total Units: 30-33