

**EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
OCTOBER 11, 2011**

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

Absent: S. Dowden, V. Rayford

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

Ex-Officio Members Absent: T. Carr, L. Kjeseth, L. Suekawa, D. Vakil, C. Valdez

Also Present: L. Linka

CALL TO ORDER

Chair Simon called the College Curriculum Committee (CCC) meeting to order at 2:33 p.m.

APPROVAL OF MINUTES

The minutes from the September 27 meeting were sent via email and approved as submitted prior to today's meeting.

CHAIR'S REPORT

- Curriculum Review Report
The following courses were approved and are ready for final action:
 - ✓ Dance 22ab
 - ✓ History 105
 - ✓ English as a Second Language 02A
 - ✓ English as a Second Language 02B

CURRICULUM HANDBOOK

Chair Simon informed the committee that the current Curriculum Handbook, which is in a state of chaos, has not been revised since 2008. Committee members were asked to volunteer their time and expertise to assist with the necessary revisions. No plan of action has yet been developed, nor has a start date been determined. As an incentive, those who volunteer will be exempt from Standard Review next semester. The following committee members stepped forward:

- M. Lipe
- V. Nemie
- E. French-Preston
- J. Sims

Chair Simon advised the committee that there is a Program and Approval Course Handbook (PCAH), latest edition March 2009, available to view through a link on the CurricUNET home page. This handbook is produced by the Chancellor's Office; the ECC Curriculum Handbook was developed by ECC personnel, and is based on this college's rules and regulations. Chair Simon then thanked the volunteers for their commitment.

VOTING PROCEDURES

Chair Simon presented a flow chart detailing the CCC Approval Process. The highlights included:

- New course proposals – the consultation phase presents an opportunity to get feedback. This can help to determine if faculty want to proceed with proposal.
- At this time, majors and certificates are being entered into CurricUNET by the Academic Affairs office. Q. Chapman is still requesting these proposals be submitted on the previously used Forms 4 and 5.
- The CCC Chair determines the next step in the approval process after voting occurs – major issues, not enough votes: returned to originator.
- When the proposal is moved to final action, it means the originator made the requested changes.
- The CCC Chair summarizes all comments from the committee, and all comments are taken seriously.
- A ‘yea’ vote means the proposal has the voter’s full support, whether or not changes are made.
- A ‘nay’ vote means there are real concerns.
- Your best judgment, based on the information provided at the time of voting, determines how you will vote.
- Catching issues during DCC review would help, as issues would be cleared up by the time the proposal reaches CCC review.

REPEATABILITY

Chair Simon gave a presentation on Repeatability which was also presented at the Curriculum Institute. Highlights and discussion included:

- Repetition versus Repeatability
 - Repetition: student did not pass the course the first time.
 - Repeatability: student is allowed to repeat credit.
- Title 5, Section 55041 – new definition of repeatability.
- Activity course versus lab course – there is nothing in Title 5 that differentiates these course types. This is a contractual issue.
- Repeatability is an opportunity for the student to develop skills.
- Lecture versus lab – lecture involves preparation, writing, testing. There is a level of complexity for the instructor in the preparation process.
- Assignment for Curriculum Committee:
 - Review all repeatable courses for compliance.
 - Discuss new definitions.
 - Review all curricular options (many have been found to be problematic).

ANNOUNCEMENTS

Q. Chapman informed the committee members there are eleven proposals for standard review for the next CCC meeting.

ADJOURNMENT

Chair Simon called for a motion to adjourn the meeting. V. Nemie moved, B. Carey seconded, and the motion was carried. Chair Simon adjourned the meeting at 4:02 p.m.

EL CAMINO COLLEGE
COLLEGE CURRICULUM COMMITTEE
October 11, 2011

Proposed Curriculum Changes
for 2012-2013

BEHAVIORAL AND SOCIAL SCIENCES

**COURSE REVIEW; CHANGES TO CATALOG DESCRIPTION; DISTANCE
EDUCATION UPDATE**

1. History 105 – Women and American History from the Colonial Era to 1877

Current Status/Proposed Change

This course is a chronological survey of the history of the United States ~~from the colonial period through the era of Reconstruction to 1877~~ with special emphasis on the ~~role of Women in the shaping of American society. The contributions of women to the~~ contributions of women to colonial society and the nation. The impact of social, political, economic, and social development of the nation will be emphasized and cultural forces on women's lives will also be examined.

Recommendation

This course is a chronological survey of the history of the United States to 1877 with special emphasis on the contributions of women to colonial society and the nation. The impact of social, political, economic and cultural forces on women's lives will also be examined.

FINE ARTS

COURSE REVIEW

1. Dance 22ab – Jazz Dance I

HUMANITIES

**COURSE REVIEW; CHANGES IN DESCRIPTIVE TITLE, CATALOG
DESCRIPTION**

1. English as a Second Language 02A –Grammar and Conversation and ~~Grammar~~-Level I

Current Status/Proposed Change

This Level I ~~conversation and grammar~~ and conversation course provides ~~focused practice on English practice grammar forms and structures~~ through listening, speaking, reading, and writing activities. Emphasis is on the verb "to be", in the simple present and past tenses; and the simple present tense of action verbs. Other topics covered are nouns,

adjectives, and prepositions, ~~statements, and questions.~~ Capitalization and punctuation rules are also introduced and applied in writing simple sentences.

Recommendation

English as a Second Language 02A – Grammar and Conversation Level I

This Level I grammar and conversation course provides English practice through listening, speaking, reading and writing activities. Emphasis is on the verb "to be" in the present and past tenses and the simple present tense of action verbs. Other topics covered are nouns, adjectives and prepositions.

~~COURSE REVIEW; CHANGES IN DESCRIPTIVE TITLE, CONDITIONS OF ENROLLMENT (Prerequisite, Corequisite, Recommended Preparation, or Enrollment Limitation), CATALOG DESCRIPTION~~ 

1. English as a Second Language 02B – Grammar and Conversation ~~and Grammar~~ Level II
Current Status/Proposed Change

~~Recommended Preparation: qualification by assessment or completion of concurrent enrollment in English as a Second Language 02A and concurrent enrollment in English as a Second Language 03B~~

This Level II conversation and grammar course provides ~~focused practice on~~ in English ~~grammar forms and structures~~ through listening, speaking, reading, and writing activities. Emphasis is on prepositions of time, possessive nouns and adjectives, present progressive and simple past tense, ~~modals of ability and suggestion,~~ helping verbs, imperatives, and punctuation rules.

Recommendation

English as a Second Language 02B – Grammar and Conversation Level II

~~Recommended Preparation: qualification by assessment or concurrent enrollment in English as a Second Language 02A and English as a Second Language 03B~~

This Level II conversation and grammar course provides practice in English through listening, speaking, reading, and writing activities. Emphasis is on prepositions of time, possessive nouns and adjectives, present progressive and simple past tense, helping verbs, imperatives, and punctuation rules.