

**EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
OCTOBER 25, 2011**

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

Absent: F. Arce, J. Davidson, S. Rodriguez

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

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

Also Present: L. Linka, T. Meyer

CALL TO ORDER

Chair Simon called the College Curriculum Committee (CCC) meeting to order at 2:31 p.m.

APPROVAL OF MINUTES

The minutes from the October 11th meeting were sent via email and approved as submitted prior to today's meeting.

CHAIR'S REPORT

- Curriculum Review Report

The following Standard Review courses were approved via Consent Agenda and are ready for final action:

- ✓ Art 17AB
- ✓ Communication Studies 7
- ✓ Mathematics 80
- ✓ Music 501

It was noted that Art 34AB is on hold pending revisions by originator.

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

- ✓ Dance 23ABCD
- ✓ Mathematics 50D

T. Meyer from the Mathematical Sciences Division was present to field questions and concerns in regards to Mathematics 50D, which is an experimental course. The highlights included:

- This is an accelerated program.
- There is no additional instructor load involved for supplemental instruction.
- Students are with their supplemental instruction coach every other class.
- The coaches are funded, and are usually students, trained by the Supplemental Instruction department, there to help students become interdependent.
- This is a pilot course.
- When the student passes Mathematics 50D, they would move on to Mathematics 73 or Mathematics 80.
- The course is non-degree applicable.

Also approved and ready for final action:

- ✓ Communication Studies A.A. Degree for Transfer

SETTING PREREQUISITES AND AP 4260

Chair Simon gave a presentation on Setting Prerequisites and AP 4260. This included a handout of *Title 5 Section 55003: Policies for Prerequisites, Corequisites and Advisories on Recommended Preparation*. After asking the members to read the handout, Chair Simon summarized the document, and then asked for thoughts and comments about prerequisites.

Discussion included:

- The college may be losing students due to prerequisites.
- Procedures should be consistent across campus.
- Fewer students are prepared and/or eligible for upper level classes.
- Example: Sociology 101 has prerequisite; next levels Sociology 102 and 104 do not (Recommended Preparation only).
- Eligibility for English 1A – why is this a prerequisite?
- There are concerns with accessibility.
- Are faculty expecting too much of their students?

Justification for AP 4260

- Increasing student success
- Maintaining academic rigor

CHAIR PRO TEMPORE

It was noted that a Chair Pro Tempore shall be designated by the CCC Chair at the beginning of an academic year when there is no Chair-Elect. Chair Simon took this opportunity to ask for a volunteer from among the voting members to accept this position for the remainder of the academic year. M. Lipe volunteered. The Chair Pro Tempore shall serve as Acting Chair at the CCC meetings when the Chair cannot be present or needs to relinquish the chair. Chair Simon thanked M. Lipe for his support.

COURSE REVIEW STATUS

Q. Chapman presented the next handout, which was an updated list of Courses Not Reviewed in Six Years:

- This is work in progress.
- The divisions need to focus their energy on developing their plan early.
- This information should be established before the semester begins.
- Each division has a six-year plan.
- This list is intended to help the divisions stay on track.
- All divisions are notified by Academic Affairs (via reports) when courses will become out of compliance.
- Spring plans are due by the December 5 meeting.

Q. Chapman included a handout of a report of Course Review Goals by Division, which detailed the minimum number of courses to be reviewed each semester and each academic year. The final handout charted the total number of courses, degrees and certificates approved to date.

At this time, Chair Simon shared with the committee the most common reasons a proposal is returned to the originator for changes:

- Conditions of Enrollment - justification
- Entry skills – matching objectives to skills (required for Prerequisites, Corequisites and Recommended Preparation)

These items on the course checklist may be incorrect, incomplete or omitted. The Course Review page on the checklist must be consistent with the Course Outline of Record.

There was discussion, concerns and suggestions in regard to the CCC representatives' workload, and if faculty are stepping up and doing their part.

- Some divisions meet as a group to work on course review.
- It was requested that additional training on CurricUNET be offered this semester.
- It was stated that training had been offered to all faculty.
- There is a training video on CurricUNET – Q. Chapman demonstrated.
- It was noted that some faculty refuse to work on Course Outlines of Record on CurricUNET.
- Course Review must be faculty-driven.
- SLO training has begun and Program Review training will be offered next semester – it will be beneficial to become knowledgeable of all the modules.

ADJOURNMENT

Chair Simon called for a motion to adjourn the meeting. V. Rayford moved, V. Nemie seconded, and the motion was carried. Chair Simon adjourned the meeting at 4:10 p.m.

EL CAMINO COLLEGE
COLLEGE CURRICULUM COMMITTEE
October 25, 2011

Proposed Curriculum Changes
for 2012-2013

FINE ARTS

COURSE REVIEW

1. Art 17AB – Life Drawing I
2. Dance 23ABCD – Jazz Dance II

**CHANGE IN MAJOR; CHANGE IN CATALOG PROGRAM DESCRIPTION,
CHANGE IN COURSE REQUIREMENTS**

1. Communication Studies A.A. Degree for Transfer

Current Status/Proposed Change

The degree provides students with a thorough foundation in the theory and practice of communication studies. This is achieved through a variety of courses that serve to develop personal, business, and professional communication skills in individual, interpersonal, and group situations, along with skills in research, organization, critical thinking, argumentation, and forensics. Students will demonstrate their proficiency through performance, class projects, research papers, objective tests, critiques, and competitions. Program assessment is measured by completion, evaluation of student learning outcomes, transferability, competitions at the local, state, and national levels, and periodic program review.

The Associate in Arts for Transfer (AA-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing the AA-T are guaranteed admission to the CSU system, but not to a particular campus or major. In order to earn an AA-T degree, students must complete a minimum of 18 semester units in the major, a minimum 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0, and the CSU General Education Breadth requirements or Intersegmental General Education Transfer Curriculum (IGETC). This degree may not be the best option for students intending to transfer to a particular university or college that is not part of the CSU system. Students should consult with an El Camino College counselor when planning to complete the degree for more information on university admission and transfer requirements.

At least 12 units must be completed at El Camino College.

Required Core: 3 units

Communication Studies 1

Select two courses: 6 units

Communication Studies 3, 4, 12

~~Select two courses: 6 units a minimum of nine units from the following two groups of courses, with no more than three units from Group 2:~~

~~Group 1~~

~~Communication Studies 5, 6abcd, 7, 8, 9, 11, 14, 22abcd, 23abcd, 24abcd~~

~~Group 2~~

~~(one semester of Communication Studies 24abcd may count toward the degree)~~

Select one course: 3 units

Anthropology 2, 4, Communication Studies 6abcd, 9, 11, 22abcd, 23abcd, English 1B, Psychology 5, Sociology 101

(one semester of each Communication Studies 6abcd, 22abcd, 23abcd, ~~and 24abcd~~ may count toward the degree)

Total Units: 18

Recommendation

The degree provides students with a thorough foundation in the theory and practice of communication studies. This is achieved through a variety of courses that serve to develop personal, business, and professional communication skills in individual, interpersonal, and group situations, along with skills in research, organization, critical thinking, argumentation, and forensics. Students will demonstrate their proficiency through performance, class projects, research papers, objective tests, critiques, and competitions. Program assessment is measured by completion, evaluation of student learning outcomes, transferability, competitions at the local, state, and national levels, and periodic program review.

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(one semester of Communication Studies 24abcd may count toward the degree)

Select one course: 3 units

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Psychology 5, Sociology 101

(one semester of each Communication Studies 6abcd, 22abcd, 23abcd may count toward
the degree)

Total Units: 18

INACTIVATE COURSE

1. Communication Studies 7 – Voice, Articulation and Pronunciation
2. Music 501 – The Joy of Music

MATHEMATICAL SCIENCES

COURSE REVIEW; DISTANCE EDUCATION UPDATE

1. Mathematics 80 – Intermediate Algebra for Science, Technology, Engineering, and Mathematics

NEW COURSE

1. Mathematics 50D – Basic Accelerated Mathematics
Units: 5 Lecture: 4 hours Lab: 4 hours Faculty Load: 46.67%
Grading Method: Letter
Credit, not degree applicable

This elementary algebra course provides motivated students who place in basic arithmetic the opportunity to complete elementary algebra and develop numeracy skills in a single semester. There are two components to the course: a laboratory, in which students use a self-paced, mastery-learning online program designed to reinforce procedural knowledge, and a classroom experience comprising group activities and punctuated lectures designed to strengthen the numeracy, problem solving skills, and conceptual understanding of the students. Students enrolling in this course agree to participate in two hours of Supplemental Instruction every week.