

**EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
OCTOBER 8, 2013**

Present: F. Arce, S. Bartiromo, Thanh-Thuy Bui, W. Brownlee, A. Cornelio,
B. Flamenno, E. French-Preston, L. Houske, L. Kjeseth, R. Klier, S. Kushigemachi,
M. Lipe, V. Nemie, D. Pahl

Absent: S. Bosfield

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

Ex-Officio Members Absent: S. Ecklund, G. Florimon, M. Hall, J. Simon

Guests: C. Fitzsimons, D. Hayden, L. Linka, R. Natividad, T. Pao, V. Rapp, D. Shrader, J. Sims,
M. Som de Cerff, P. Sorunke, K. Whitney, C. Zartman

CALL TO ORDER

Mark Lipe called the College Curriculum Committee (CCC) meeting to order at 2:35 p.m.

VICE PRESIDENT'S REPORT

F. Arce did not have anything to report.

APPROVAL OF MINUTES

Chair Lipe asked the committee to review and indicate any corrections to the minutes from the September 24th meeting.

CURRICULUM REVIEW

Chair Lipe discussed the unresolved issues and concerns that were raised by the committee during the full course reviews for Art 102B, Contemporary Health 5, Cosmetology 10, and Mathematics 140.

Art 102B – History of Western Art - Proto-Renaissance to 19th Century

- Chair Lipe informed the committee that there were several comments made by the committee to list both “art” and “art history” as course disciplines. K. Whitney responded the most appropriate discipline for this course is “art history”.
- The “Advisory Skills” need to be listed prior to the matching objectives in section VIII D of the course outline of record.

Contemporary Health 5 – Contemporary Women’s Health

The committee recommended the course author update the outline of record as follows:

- Update the catalog description to address the sociological, physiological , and psychological aspects
- Modify the “College Level Critical Thinking Assignments” section IV of the course outline of record with the recommendations made by L. Kjeseth.

- Update 2013 edition of textbook.
- Need more information from the proposer to help substantiate new course proposal prior to submitting course for board approval. Include interest in adding to the General Studies local degree.
- Add Parallel course from Rio Hondo College / Remove Parallel Course at CSUMB – (upper division)

Cosmetology 10 – Introduction to Cosmetology I

- The committee recommended the independent study hours be adjusted to 2 hours per week for consistency with course offering and Title 5 compliance.

Mathematics 140 – Finite Mathematics for Business and Social Sciences

- F. Arce asked the Mathematics Department to provide the committee with the status on the addition of Mathematics 67 as a prerequisite for other transfer-level courses.
L. Kjeseth replied the department plans to meet with faculty once S. Taylor and S. Bickford arrange the meeting.

Chair Lipe called a motion to approve the full review course proposals and all amended recommendations made by the committee. The results were as follows:

COURSE PROPOSALS	MOTIONS	ISSUES	VOTING RESULTS
Art 102B	W. Brownlee moved, A. Cornelio seconded	None	Unanimous
Contemporary Health 5	S. Bartiromo moved, E. French-Preston seconded	None	Unanimous
Cosmetology 10	E. French-Preston moved, W. Brownlee seconded	None	Unanimous
Mathematics 140	W. Brownlee moved, V. Nemie seconded	None	Unanimous

Chair Lipe called a motion to approve the proposed conditions of enrollment for courses under full review, and the results were as follows:

COURSE PROPOSALS	MOTIONS	ISSUES	VOTING RESULTS
Art 102B	W. Brownlee moved, L. Houske seconded	None	Unanimous
Contemporary Health 5	W. Brownlee moved, L. Kjeseth seconded	None	Unanimous
Cosmetology 10	L. Kjeseth moved, W. Brownlee seconded	None	Unanimous
Mathematics 140	E. French-Preston moved, V. Nemie seconded	None	Unanimous

The committee reviewed the Standard Review/Consent Agenda proposals.

Air Conditioning and Refrigeration 6 – Refrigeration and Air Conditioning Control Systems

- Chair Lipe will contact the course review proposer to provide a non-course justification statement for section VIII B of the course outline of record.

Business 2A – Intermediate Accounting

- Chair Lipe asked the course review proposer to revise their assessment method type section from “other exams” listed with the course objectives. There are plans to remove “other exams” as an option in the representative assessment methods pull down menu as “Other” already exists as an assessment method option.

Electronics and Computer Hardware Technology 110 – Introduction to Direct and Alternating Current Circuits

- Chair Lipe concurred with the committee that section IV of the course outline of record “College-Level Critical Thinking Assignments” lacks clarity. Chair Lipe will contact the course review proposer to provide clarification.

Music 113 – Survey of Jazz

- Chair Lipe will contact the course review proposer to update the course outline of record “College-Level Critical Thinking Assignments” by rewriting paragraph 1 to identify what is the product.

Chair Lipe called a motion to approve the Standard Review/Consent Agenda Proposals, including their conditions of enrollment and all amended recommendations made by the committee. L. Kjeseth moved, W. Brownlee seconded, and the motion passed unanimously.

In addition, a motion was made to approve the five course inactivations. E. French-Preston moved, W. Brownlee seconded, and the motion passed unanimously.

Full Course Review

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

1. Art 102B (ART 102B)
2. Contemporary Health 5 (CH 5)
3. Cosmetology 10 (COSM 10)
4. Mathematics 140 (MATH 140)

Standard Review/Consent Agenda Proposals

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

1. Air Conditioning and Refrigeration 5 (ACR 5)
2. Air Conditioning and Refrigeration 6 (ACR 6)
3. Air Conditioning and Refrigeration 20 (ACR 20)
4. Business 2A (BUS 2A)
5. Business 2B (BUS 2B)
6. Business 5A (BUS 5A)

7. Business 20 (BUS 20)
8. Electronics and Computer Hardware Technology 110 (ECHT 110)
9. Fire and Emergency Technology 60G (FTEC 60G)
10. Law 11 (LAW 11)
11. Mathematics 12 (MATH 12)
12. Music 101 (MUSI 101)
13. Music 113 (MUSI 113)
14. Music 215A (MUSI 215A)
15. Music 261abcd (MUSI 261abcd)
16. Paralegal Studies 1 (PARA 1)

The following course inactivations were approved in CurricUNET and are ready for final action:

1. Air Conditioning and Refrigeration 50 (ACR 50)
2. Dance 50 (DANC 50)
3. Electronics and Computer Hardware Technology 50 (ECHT 50)
4. Mathematics 50C (MATH 50C)
5. Mathematics 50D (MATH 50D)

CHAIR'S REPORT

Chair Lipe briefed the committee on the numerous curriculum reviews scheduled for review at the next CCC meeting. D. Pahl volunteered to support the Standard Technical Review Committee for October 31st. Two volunteers are needed to serve on the November 14th committee.

ADVISORY REPORT

Q. Chapman did not have anything to report.

ANNOUNCEMENTS

Chair Lipe announced the birthday of his wife and two sisters including his brother-in-law.

ADJOURNMENT

Chair Lipe called for a motion to adjourn the meeting. L. Kjeseth moved, D. Pahl seconded, and the motion was carried. The meeting was adjourned at 3:32 p.m.

EL CAMINO COLLEGE

COLLEGE CURRICULUM COMMITTEE

October 8, 2013

Approved Curriculum Changes for 2014-2015

BUSINESS

**COURSE REVIEW; DISTANCE EDUCATION UPDATE, CHANGES IN
CATALOG DESCRIPTION, RECOMMENDED PREPARATION**

1. Business 20 – Business Management

Current Status/Proposed Changes

Recommended Preparation: eligibility for English 84 and eligibility for English A

This course is a study of ~~basic business management~~ the concepts and theories
procedures critical to managing a business successfully in a global, competitive
environment. Emphasis is on an operational analysis of the manager's role in
~~multinational business organizations. Also emphasized are the principles of Total~~
~~Quality Management and the traditional management functions of planning~~
Planning, organizing, ~~staffing,~~ leading, ~~and~~ controlling, and the application of
managerial concepts are discussed.

Recommendation

Recommended Preparation: eligibility for English 84 and eligibility for English A

This course is a study of the concepts and procedures critical to managing a
business successfully in a global, competitive environment. Planning, organizing,
leading, controlling, and the application of managerial concepts are discussed.

COURSE REVIEW

1. Business 2A – Intermediate Accounting
2. Business 2B – Intermediate Accounting
3. Business 5A – Income Tax Accounting
4. Law 11 – Introduction to Legal Research
5. Paralegal Studies 1 – Introduction to Paralegal Studies

FINE ARTS

COURSE REVIEW; CHANGES IN CATALOG DESCRIPTION, COURSE DISCIPLINE

1. Art 102B – History of Western Art - Proto-Renaissance to 19th Century

Current Status/Proposed Changes

Course Discipline: ~~Art~~ Art History

This course surveys the history and development of Western painting, sculpture, and architecture in relation to changing social, political, religious, and philosophical conditions from the 14th through the ~~18th~~ 19th centuries. The focus is on the Proto-Renaissance, Renaissance, Mannerism, and Baroque periods in Italy, Spain, Flanders, The Netherlands, France, England, Germany and the New World.

Recommendation

Art History

This course surveys the history and development of Western painting, sculpture, and architecture in relation to changing social, political, religious, and philosophical conditions from the 14th through the 19th centuries. The focus is on the Proto-Renaissance, Renaissance, Mannerism, and Baroque periods in Italy, Spain, Flanders, The Netherlands, France, England, Germany and the New World.

COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION

1. Music 101 – Music Fundamentals

Current Status/Proposed Changes

In this course students ~~will~~ analyze and identify the fundamentals of music theory. It prepares students for further study in theory and musicianship and serves to enhance the study and appreciation of music for all interested students. Students ~~will~~ analyze music beginning with pitch and rhythm notation, the keyboard and major scales, ~~the~~ The course proceeds through intervals, triads, seventh chords, inversions, minor scales, ~~cadences~~, and non-harmonic tones. Included are terms and symbols for tempi, dynamics, and repeats.

Recommendation

In this course students analyze and identify the fundamentals of music theory. It prepares students for further study in theory and musicianship and serves to enhance the study and appreciation of music for all interested students. Students analyze music beginning with pitch and rhythm notation, the keyboard and major scales. The course proceeds through intervals, triads, seventh chords, inversions, minor scales, and non-harmonic tones. Included are terms and symbols for tempi, dynamics, and repeats.

COURSE REVIEW

1. Music 113 – Survey of Jazz
2. Music 215A – Music History and Literature up to 1750
3. Music 261abcd – Brass Ensembles

INACTIVATE COURSE

1. Dance 50 – Special Topics in Dance

HEALTH SCIENCES AND ATHLETICS

NEW COURSE

1. Contemporary Health 5 – Contemporary Women's Health
 Units: 3.0 Lecture: 3.0 Hours of 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
 El Camino College AA/AS General Education Requirement – Area 5
 Proposed CSU General Education Requirement – Area E

This course is designed to investigate the many sociological, psychological, and physiological aspects related to women's health. Topics include the life challenges women face, such as body image, abuse, nutrition and exercise, sexual and reproductive health, consumerism, and mental health.

INDUSTRY AND TECHNOLOGY

COURSE REVIEW; CHANGE IN CATALOG DESCRIPTION

1. Air Conditioning and Refrigeration 5 – Electrical Applications
Current Status/Proposed Changes

This course focuses on basic electrical theory and training in installing, servicing, troubleshooting, and operating electrical control systems for air conditioning and refrigeration technology with the use of electrical diagrams. Single phase and three phase electrical power for air conditioning and refrigeration systems are covered in classroom discussions and laboratory assignments.

Recommendation

This course focuses on basic electrical theory and training in installing, servicing, troubleshooting, and operating electrical control systems for air conditioning and refrigeration technology with the use of electrical diagrams. Single phase and three phase electrical power for air conditioning and refrigeration systems are covered in classroom discussions and laboratory assignments.

2. Air Conditioning and Refrigeration 20 – Solar Energy Applications-Photovoltaics and Solar Thermal
Current Status/Proposed Changes

This is an introductory course in solar thermal and Photovoltaics (PVs). Topics ~~covered~~ include solar components, passive solar systems, active solar systems, solar hot water and solar electricity. Students will learn solar history, how solar panels work, changing Direct Current (DC) voltage to Alternating Current (AC) voltage, applications of the National Electric Codes (NEC) and best solar placement locations and energy savings.

Recommendation

This is an introductory course in solar thermal and Photovoltaics (PVs). Topics include solar components, passive solar systems, active solar systems, solar hot water and solar electricity. Students will learn solar history, how solar panels work, changing Direct Current (DC) voltage to Alternating Current (AC) voltage, applications of the National Electric Codes (NEC) and best solar placement locations and energy savings.

3. Electronics and Computer Hardware Technology 110 – Introduction to Direct and Alternating Current Circuits
Current Status/Proposed Changes

This course examines advanced topics in the foundational principles of direct and alternating current electricity through the correlation of theory ~~with~~ and laboratory experiments. Basic circuit analysis forms the core of the course. Included in this class are the use of calculators; , computer circuit simulation and many types of electrical/electronic test equipment to ~~make~~ perform electrical measurements; , and yield analysis.

Recommendation

This course examines advanced topics in the foundational principles of direct and alternating current electricity through the correlation of theory and laboratory experiments. Basic circuit analysis forms the core of the course. Included in this class are the use of calculators, computer circuit simulation and many types of electrical/electronic test equipment to perform electrical measurements, and yield analysis.

4. Fire and Emergency Technology 60G – HAZMAT Field Operations
Current Status/Proposed Changes

This course emphasizes mitigation techniques of hazardous materials emergencies in field settings. The student will participate as a member of a hazardous materials response team and will don chemical protective clothing and enter simulated hazardous environments. The majority of the course is devoted to hands-on training with tools and equipment used in hazardous materials abatement procedures. Students successfully completing this course will receive ~~California State Fire Marshal Hazardous Materials Technician 1G certification.~~ a course completion certificate from the California Specialized Training Institute.

Note: Pass/no pass only.

Recommendation

This course emphasizes mitigation techniques of hazardous materials emergencies in field settings. The student will participate as a member of a hazardous materials response team and will don chemical protective clothing and enter simulated hazardous environments. The majority of the course is devoted to hands-on

training with tools and equipment used in hazardous materials abatement procedures. Students successfully completing this course will receive a course completion certificate from the California Specialized Training Institute.

Note: Pass/no pass only.

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

1. Air Conditioning and Refrigeration 6 – Refrigeration and Air Conditioning Control Systems

Current Status/Proposed Changes

Prerequisite: Air Conditioning and Refrigeration 21 or 22 with a minimum grade of C in prerequisite ~~or equivalent~~

This course explores control system theory, electrical components, and complex control systems with emphasis on supervisory control systems which employ direct digital, proportional, and integral control modes. Theoretical problems and practical lab experience is needed to diagnose electrical problems and safety to ~~make~~ ensure the necessary repairs are emphasized. The course provides a foundation in the skills required to analyze and service basic circuits as well as complex analog control circuitry.

Recommendation

Prerequisite: Air Conditioning and Refrigeration 21 or 22 with a minimum grade of C in prerequisite

This course explores control system theory, electrical components, and complex control systems with emphasis on supervisory control systems which employ direct digital, proportional, and integral control modes. Theoretical problems and practical lab experience is needed to diagnose electrical problems and safety to ensure the necessary repairs are emphasized. The course provides a foundation in the skills required to analyze and service basic circuits as well as complex analog control circuitry.

2. Cosmetology 10 – Introduction to Cosmetology I
Current Status/Proposed Changes
~~Recommended Preparation: eligibility for English 84~~

This course is the first of a two-course introductory series covering the principles and practical operations of cosmetology techniques, procedures and equipment for wet and thermal styling, permanent waving, chemical straightening, hair coloring, and scalp treatments. ~~This is also the first course in a sequence of courses that~~ The course also prepares students for the State Board of Cosmetology examination and employment.

Note: Students who have earned credit in Cosmetology 1 cannot receive unit credit for Cosmetology 10.

Recommendation

This course is the first of a two-course introductory series covering the principles and practical operations of cosmetology techniques, procedures and equipment for wet and thermal styling, permanent waving, chemical straightening, hair coloring, and scalp treatments. The course also prepares students for the State Board of Cosmetology examination and employment.

Note: Students who have earned credit in Cosmetology 1 cannot receive unit credit for Cosmetology 10.

INACTIVATE COURSES

1. Air Conditioning and Refrigeration 50 – Special Topics in Air Conditioning and Refrigeration
2. Electronics and Computer Hardware Technology 50 – Special Topics in Electronics and Computer Hardware Technology

MATHEMATICAL SCIENCES

COURSE REVIEW

1. Mathematics 12 – Basic Arithmetic Skills

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

1. Mathematics 140 – Finite Mathematics for Business and Social Sciences
Current Status/Proposed Changes

Prerequisite: Mathematics 67 or 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

Recommendation

Prerequisite: Mathematics 67 or 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

INACTIVATE COURSES

1. Mathematics 50C – Intermediate Algebra for Statistics
2. Mathematics 50D – Basic Accelerated Mathematics