

**EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
NOVEMBER 13, 2012**

Present: F. Arce, B. Carey, J. Davidson, B. Flamenno, E. French-Preston, L. Houske,
S. Kushigemachi, M. Lipe, E. Martinez, V. Nemie, D. Pahl, S. Rodriguez,
J. Simon, J. Sims

Absent: D. Juarez

Ex-Officio Members Present: A. Beverly, Q. Chapman, M. Hall, L. Suekawa, D. Vakil

Ex-Officio Members Absent: J. Romero-Reyes

Guests: S. Bickford, T. Douglas, E. Geraghty, D. Goldberg, T. Meyer, C. Neumann,
D. Richardson, D. Shan, P. Sorunke, L. Young

CALL TO ORDER

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

VICE PRESIDENT'S REPORT

F. Arce informed the committee he is ecstatic with the successful passage of Proposition 30. New legislature will have the opportunity to see the potential in community colleges.

APPROVAL OF MINUTES

The minutes from the October 23rd meeting were sent via email and approved.

CURRICULUM REVIEW

Chair Simon introduced faculty from Humanities, Industry and Technology, and Mathematics divisions. The faculty members were invited to discuss new course and new program proposals for their respective divisions.

Industry and Technology

C. Neumann of Industry and Technology shared with the committee that El Camino College has entered into a contract agreement with the U.S. Department of Homeland Security to provide training in homeland security to Transportation Security Administration (TSA) employees at LAX. The training is conducted at the LAX training center near the airport. The division plans to offer an Intelligence and Security Management course (AJ 11) in spring 2013, which is the second of three courses being offered to those involved in the security of the United States air transportation system. Training Managers and students enrolled in Introduction to Homeland Security (AJ 10ab) support proposed course AJ 11, as it will expand their knowledge base in the area of homeland security. Each course is a three-unit, semester-long class taught by laws enforcement professionals. Class instructors conducted a recent poll and about 90 percent of

students who completed course AJ 10ab wanted to continue with the program. Chair Simon requested C. Neumann to attach SLO files and provide product for assignments. Dean Rodriguez agreed with M. Lipe's recommendation that the course number be changed for prerequisite course AJ 10ab.

T. Douglas of Industry and Technology provided a summary of new proposed course Fire and Emergency Technology 144 (FTEC 144). The division plans to merge Fire and Emergency Technology 140 and 141 into one course FTEC 144 to improve student registration and scheduling.

Chair Simon sent back Architecture 150B course to the course author to provide explanation how students will complete the "TBA" lab hours and update the Outline of Subject Matter in section III of the course outline of record to assign the 72 laboratory hours into each lecture topic.

F. Arce pointed out the change in regulation is much stricter for "TBA" and made a request for Q. Chapman to check regulation, since the committee and deans need to be informed.

D. Richardson stated that for each lecture hour, there are twice as many lab hours. This course is offered in two sections to allow students the opportunity to hear the lecture again. For the last two semesters, the department has seen an improvement in student grades and retention. Chair Simon raised concern whether lab hours are documented. D. Richardson responded students keep track of their time using timesheets, which are verified by instructors.

Humanities

D. Chan of Humanities discussed new proposed course Chinese 3, which is transferrable to both CSU and UC system. There is a strong demand from students who wish to further develop their proficiency in the Chinese language. However, students at El Camino College are taking Chinese 3 at Santa Monica Community College and Long Beach Community College. The course is a logical next step for developing the Chinese program. Adding Chinese 3 creates parity with the Japanese program, which already has an extant level 3 Japanese course. California State University Long Beach offers a parallel course Chinese 201. Dr. Arce thinks it is a good idea to offer Chinese 3, but is concerned the course does not offer enough sections. The new course will have no impact on funding since it will be offered every other fall semester beginning fall 2013.

Math

T. Meyer of the Math department provided an overview of the two new math courses the division is proposing to offer as an alternative pathway whereby students who place in Basic Arithmetic can reach a transfer-level mathematics course in at most two semesters, regardless of their academic goals.

Mathematics 37 Basic Accelerated Mathematics (BAM) is an elementary algebra course that is appropriate for students who place below the elementary algebra level. Based on demonstrated competencies, students may exit BAM at different levels, from pre-algebra through intermediate algebra.

Mathematics 67 Algebra for General Education prepares students for the common transfer-level general education courses (Mathematics 120, Mathematics 140, and Mathematics 150), as well

as the Mathematics for Future Teachers courses (Mathematics 110, 111 and 115). According to L. Suekawa, Math 67 is not degree applicable, and F. Arce recommended this information be disclosed in the catalog description. Q. Chapman suggested Title 5 be checked to determine degree applicability. Dr. Arce raised concern about the heavy unit load, especially for financial aid recipients who may drop out of the course.

Health Sciences and Athletics

Mark Lipe informed the committee the Athletics department is proposing two new courses: Power Vinyasa Yoga (PE 258) and Circuit Training (PE 259).

The Power Vinyasa Yoga course is designed to meet the growing needs of students interested in an intermediate yoga class. M. Lipe will address the comments made by Chair Simon to attach the catalog description for parallel CSU course, provide the implementation plan, and work with Lori Suekawa to propose course for UC transfer.

The Circuit Training course will focus on resistance and weight lifting training to improve cardiovascular and muscular endurance. The department anticipates this course will be a major preparation for AA-T degree in Kinesiology. Chair Simon sent back this course to the course author to determine if a parallel course is offered by a local CSU or UC other than California State University East Bay.

M. Lipe stated the AA-T Degree in Kinesiology is being revisited because the Chancellor's Office recommended some changes. J. Sims commented that the course outline of record contains an unclear statement "select a maximum of one course from any two to three movement based categories for a total of 3 units." Chair Simon concurred and suggested removing the word "movement." M. Lipe mentioned there are five elective courses that are not comparable to the Transfer Model Curriculum (TMC) template. The Chancellor's Office requires justification for any courses not listed in the TMC. M. Lipe suggested identifying CSUs that articulate major preparations for the five courses. F. Arce asked why deviate from the TMC model. M. Lipe replied that opportunity is given to justify deviation and will write a narrative to justify the five elective courses.

Full Course Review

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

1. Air Conditioning and Refrigeration 22 (ACRP 22)
2. Air Conditioning and Refrigeration 26 (ACRP 26)
3. Administration of Justice 11 (AJ 11)
4. Architecture 150B (ARCH 150B)
5. Chinese 3 (CHIN 3)
6. Fire and Emergency Technology 144 (FTEC 144)
7. Horticulture 55 (HORT 55)
8. Math 37 (MATH 37)
9. Math 67 (MATH 67)
10. Physical Education 258 (PE 258)
11. Physical Education 259 (PE 259)

Full Program Review

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

1. Fire and Emergency Technology A.S. Degree
2. Fire and Emergency Technology Certificate of Achievement
3. Kinesiology AA-T Degree

Standard Review

V. Nemie informed the committee that only one vote was cast for Welding 1. The committee reviewed the repeatability course plans consisting of course number changes proposed by Fine Arts, Humanities, Health Sciences and Athletics, and Industry and Technology divisions. The committee took a live vote to approve repeatability course plans, which had already received Division Curriculum Committee approval. M. Lipe motioned to approve course number changes as listed, V. Nemie seconded, and the motion was carried unanimously. F. Arce thanked J. Simon, Q. Chapman, and M. Lipe for their fine work in supporting the repeatability regulation.

CHAIR'S REPORT

Administrative Policy 4260

Chair Simon informed the committee that El Camino College will apply "content review only" standard for establishing prerequisites as described on page 6 of AP 4260 with key changes made in underline notation. Chair Simon proposed adding a statement (appearing in red font) to the underlined paragraph on page 6:

"Department faculty will work with Institutional Research, key administrators and the College Curriculum Committee to identify and prioritize which courses may need communication or computational prerequisites. The process will be documented using the form provided by the curriculum committee and attached to the course review proposal in CurricUNET that establishes the prerequisite. Once prerequisite courses are established, the affected departments will assure the prerequisite courses are reasonably available and will not unnecessarily impede student progress. College curriculum committee members will be trained on Title 5 regulations regarding the establishment of prerequisites. As part of Program Review, departments will study the impact of prerequisites on student success, giving special attention to disproportionate impact on historically underrepresented groups."

D. Pahl asked for clarification for the term "computational" prerequisites. Chair Simon provided child development and math courses as good examples of "computational" prerequisites. Chair Simon motioned to approve AP 4260 with changes. E. French-Preston moved, V. Nemie seconded, and the motion was carried unanimously.

Chair Simon notified the committee that Board Policy 4260 was approved October 23, 2012, with the committee's recommendation to make the word "prerequisites" consistent throughout the document. In addition, reference to Title 5 in the second paragraph of BP 4260 is acceptable. The policy will move forward to Educational Policies and the Academic Senate.

Q. Chapman reminded the committee to work on their spring 2013 curriculum plans by scheduling course reviews prior to the December 4, 2012 deadline. M. Lipe asked if recommendation to add courses is accepted. Q. Chapman agreed with M. Lipe's recommendation to accept courses not listed in the original spring 2013 curriculum plans. Spring plans should be updated at this time.

According to Chair Simon, the next committee meeting will include reviewing new courses in Fine Arts and Industry and Technology as a result of repeatability regulations.

Consent Agenda Proposals

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

1. Air Conditioning and Refrigeration 20 (ACRP 20)
2. Art 12ab (ART 12AB)
3. Dance 101 (formerly Dance 1)
4. History 102 (HIST 102)
5. History 152 (HIST 152)
6. Math 111 (MATH 111)
7. Music 131A (formerly Music 31A)
8. Music 131B (formerly Music 31B)
9. Music 231A (formerly Music 31C)
10. Music 231B (formerly Music 31D)

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

1. Child Development 122 (CDEV 122)
2. Fire and Emergency Technology 140 (FTEC 140)
3. Fire and Emergency Technology 141 (FTEC 141)
4. Machine Tool Technology 48abcd (MTT 48abcd)
5. Welding 27abcd (WELD 27abcd)

ANNOUNCEMENTS

Dr. Arce announced the Accrediting Commission for Community and Junior Colleges will be visiting both El Camino College and Compton campuses on Wednesday, November 14th. The El Camino College Accreditation Self-Evaluation Team is in place and ready to provide leadership for this important process.

ADJOURNMENT

Chair Simon called for a motion to adjourn the meeting. M. Lipe moved, B. Carey seconded, and the motion was carried. The meeting was adjourned at 4:10 p.m.