

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
March 22, 2022

CALL TO ORDER

Meeting called to order at 2:30 p.m. by Chair Young.

Recorder: C. Escutia

Members:

Present: E. Ambrosio, M. Anderson, W. Cox, K. Daniel-DiGregorio, M. Kline, M. Lipe, M. McMillan, J. Minei, Z. Murdock, R. Padilla, S. Porter, J. Sims

Ex-Officio Members:

Present: L. Justice, L. Suekawa, M. Wolfenstein

Absent: J. Abulaban, L. Young, I. Zugic

Guests: K. Degnan, L. Linka

1. APPROVAL OF MINUTES

The minutes of March 8, 2022 were approved via email by the CCC on March 10, 2022.

2. CHAIR'S REPORT: College Curriculum Committee Chair – J. Young

Chair Young began by thanking the CCC for approving the minutes via email from our last meeting, M. Lipe for serving as the Standard Review Representative for today's meeting and M. Kline for serving in this role for our next meeting.

Chair Young reminded the CCC of the remaining deadlines for the semester, and asked the CCC representatives to assist their divisions in meeting these deadlines. She noted that the submission deadline chart is posted on the CCC website at <https://www.elcamino.edu/ccs>.

Based on a question from the previous meeting, Chair Young clarified that, in the case where a course appears to be similar to an existing course, both departments will be contacted to verify the outcome of the consultation. If warranted, a meeting will be called for further discussion.

3. CURRICULUM REVIEW

A. Full Course Review

The committee approved the following courses, which are ready for final action:

1. Communication Studies 290abcd (COMS 290abcd)
2. Computer Science 9 (CSCI 9)
3. Fashion 4 (FASH 4)

B. Consent Agenda Proposals

The committee approved the following courses, which are ready for final action:

1. Construction Technology 222 (CTEC 222)

2. Construction Technology 230 (CTEC 230)
3. Fashion 14 (FASH 14)
4. Fashion 20 (FASH 20)
5. Fashion 35 (FASH 35)
6. Machine Tool Technology 2 (MTT 2)
7. Machine Tool Technology 16 (MTT 16)
8. Machine Tool Technology 40 (MTT 40)
9. Machine Tool Technology 46 (MTT 46)
10. Machine Tool Technology 101 (MTT 101)
11. Machine Tool Technology 103 (MTT 103)
12. Machine Tool Technology 105 (MTT 105)
13. Machine Tool Technology 107 (MTT 107)
14. Mathematics 165 (MATH 165)
15. Mathematics 270 (MATH 270)

CURRICULUM DISCUSSION

A. Full Course Review

Fine Arts Division

COMS 290abcd Forensics - Winter Events was presented for course review.

It was moved by M. Kline, seconded by J. Minei, that the committee approve the course proposal. The motion carried.

It was moved by M. Kline, seconded by J. Minei, that the committee approve the course delivery methods. The motion carried.

It was moved by M. Kline, seconded by J. Minei, that the committee approve the conditions of enrollment. The motion carried.

Industry and Technology Division

FASH 4 Computer Fashion Illustration was presented for course review.

It was moved by M. Anderson, seconded by W. Cox, that the committee approve the course proposal. The motion carried.

It was moved by M. Anderson, seconded by W. Cox, that the committee approve the course delivery methods. The motion carried.

It was moved by M. Anderson, seconded by W. Cox, that the committee approve the conditions of enrollment. The motion carried.

Mathematical Sciences Division

CSCI 9 Practical Data Science was presented as a new course proposal.

It was moved by M. Lipe, seconded by E. Ambrosio, that the committee approve the course proposal. The motion carried.

It was moved by M. Lipe, seconded by E. Ambrosio, that the committee approve the course delivery methods. The motion carried.

It was moved by M. Lipe, seconded by E. Ambrosio, that the committee approve the conditions of enrollment. The motion carried.

B. Consent Agenda Proposals

It was moved by M. Anderson, seconded by Z. Murdock, that the committee approve the consent agenda proposals. The motion carried.

It was moved by M. Anderson, seconded by Z. Murdock, that the committee approve the consent agenda course delivery methods. The motion carried.

It was moved by M. Anderson, seconded by Z. Murdock, that the committee approve the consent agenda conditions of enrollment. The motion carried.

4. SLOS AND THE CURRICULUM PROCESS TRAINING

K. Degnan, Campus SLO Coordinator, was introduced to the CCC. Chair Young and K. Degnan provided a training on the SLO and Curriculum Process related to curriculum changes to course outlines. The training is designed for CCC and DCC representatives, as well as Division SLO Facilitators. The presentation will be posted on the CCC website so that CCC Representatives may use it to train DCC members. Divisions may also invite Chair Young to give a presentation to their faculty and/or DCC.

Training Recap:

1. New Courses or Reactivations: A form must be submitted to the SLO Campus Coordinators.
2. Inactivations, Number, or Descriptive Title Changes: No action is needed if the SLOs are not being changed.
3. SLO Statement Changes: SLO form must be submitted to the SLO Campus Coordinators.

Once finalized, the forms will be available on the CCC and Accreditation websites. In the meantime, forms can be requested from K. Degnan at kdegnan@elcamino.edu.

Per the suggestion of K. Daniel-DiGregorio, a “cheat sheet” of the steps will be developed and distributed. In addition, J. Minei recommended that a SLO representative attend CCC meetings as it may help streamline some of the communication between the SLO Coordinators and the Curriculum Committee. Chair elect E. Ambrosio will consult with the ALC to consider this suggestion. Feedback regarding this training and the process is welcomed.

5. VICE PRESIDENT’S REPORT: Vice President of Academic Affairs – J. Sims

J. Sims reported that the job description for Curriculum Specialist was approved at the March 21 board meeting. The next step will be to release of the job announcement and initiate the application process. It is anticipated that the position will be filled by May in order to onboard with Chair Young before her retirement. J. Sims also reported a discussion by Board members regarding the renumbering of courses, a statewide effort to create a common course numbering system across all California community colleges. A board member will meet

with the Chancellor's Office to discuss the matter further. The board member may solicit more input from the CCC.

6. ANNOUNCEMENTS

- J. Minei: The rock musical "Spring Awakening" is now playing. Check the Center for the Arts webpage for more information.
- M. Wolfenstein: Educational Technology Conference, March 24-25.
- The Curriculog Café will be open after the meeting today.
- Next CCC Meeting: April 26, 2022 – 2:30-4:30 p.m., via Zoom.

7. ADJOURNMENT

Chair Young called for a motion to adjourn the meeting. J. Minei moved to adjourn, E. Ambrosio seconded, and the motion carried. Meeting was adjourned at 3:16 p.m.

Approved Curriculum Changes Proposed for 2023-2024

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	FINE	COMS 290abcd Forensics - Winter Events	Course review; Changes to lecture hours; units; Added new DE version (online/hybrid)	3/22/2022
Course Review	ITEC	CTEC 222 Convenience Hardware	Course review	3/22/2022
Course Review	ITEC	CTEC 230 Cabinet Making Lab	Course review	3/22/2022
Course Review	ITEC	FASH 4 Computer Fashion Illustration	Course review; Change to catalog description	3/22/2022
Course Review	ITEC	FASH 14 Apparel Production Techniques	Course review; Change to conditions of enrollment	3/22/2022
Course Review	ITEC	FASH 20 Textiles	Course review	3/22/2022
Course Review	ITEC	FASH 35 Applied Color Theory	Course review	3/22/2022
Course Review	ITEC	MTT 2 Manufacturing Print Reading	Course review	3/22/2022
Course Review	ITEC	MTT 16 General Metals	Course review	3/22/2022
Course Review	ITEC	MTT 40 Machine Shop Calculations	Course review	3/22/2022
Course Review	ITEC	MTT 46 Basic Machine Tool Operation	Course review	3/22/2022
Course Review	ITEC	MTT 101 Introduction to Conventional and CNC Machining	Course review	3/22/2022
Course Review	ITEC	MTT 103 Conventional and CNC Turning	Course review	3/22/2022
Course Review	ITEC	MTT 105 Conventional and CNC Milling	Course review	3/22/2022
Course Review	ITEC	MTT 107 Advanced Manufacturing Processes	Course review	3/22/2022
Course Review	MATH	MATH 165 Calculus for Business and Social Sciences	Course review	3/22/2022
Course Review	MATH	MATH 270 Differential Equations with Linear Algebra	Course review	3/22/2022
New Course	MATH	CSCI 9 Practical Data Science	New course; Added new DE version (online/hybrid)	3/22/2022