

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
November 9, 2021

CALL TO ORDER

Meeting called to order at 2:34 p.m. by Chair Young.

Recorder: C. Escutia

Members:

Present: E. Ambrosio, M. Anderson, C. Cervantes, W. Cox, M. Kline, M. Lipe, M. McMillan, J. Minei, Z. Murdock, R. Padilla, S. Porter, J. Sims

Ex-Officio Members:

Present: L. Justice, L. Plum, L. Suekawa, M. Wolfenstein, L. Young, I. Zugic

Absent: C. Gardella

1. APPROVAL OF MINUTES

The minutes of October 26, 2021 were approved via email by the CCC on November 1, 2021.

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

Chair Young thanked the CCC for approving the minutes from the October 26 meeting via email, S. Porter for serving as the Standard Review representative for today's meeting, and M. Anderson for agreeing to serve for the next meeting.

Chair Young reminded the CCC, that although the final deadline for fall 2021 is fast approaching, faculty should continue to work on proposals until the end of the semester to have them ready for early spring. She also asked that, due to the formal nature of the official Course Outline of Record, complete names be used in the "Proposer" and "Reviewed By" fields in Curriculog.

Chair Young reported that Linguistics 1A and Linguistics 1B were removed from today's agenda to give the Anthropology Department time to review and comment on the courses in relation to their course, Anthropology 4 - Language and Culture.

3. CURRICULUM REVIEW

A. Full Course Review

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

1. Chemistry 21A (CHEM 21A)
2. Computer Information Systems 132 (CIS 132)
3. Physical Education 201 (PE 201)
4. Radiologic Technology 91 (RTEC 91)
5. Radiologic Technology 107 (RTEC 107)
6. Radiologic Technology 124 (RTEC 124)
7. Radiologic Technology 217 (RTEC 217)
8. Radiologic Technology 233 (RTEC 233)
9. Radiologic Technology 255 (RTEC 255)

B. Full Program Review

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

1. Accounting AS Degree
2. Accounting - Clerical Certificate of Achievement
3. Accounting - CPA Certificate of Achievement
4. Accounting - Tax Preparation Certificate of Achievement
5. CISCO Networking Administration Certificate of Achievement

C. Consent Agenda Proposals

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

1. Administration of Justice 10 (AJ 10)
2. Administration of Justice 11 (AJ 11)
3. Administration of Justice 12 (AJ 12)
4. Administration of Justice 26 (AJ 26)
5. Administration of Justice 100 (AJ 100)
6. Administration of Justice 107 (AJ 107)
7. Administration of Justice 109 (AJ 109)
8. Administration of Justice 111 (AJ 111)
9. Administration of Justice 115 (AJ 115)
10. Computer Information Systems 18 (CIS 18)
11. Computer Information Systems 84 (CIS 84)
12. Computer Information Systems 122 (CIS 122)
13. Contemporary Health 1 (CH 1)
14. Fire and Emergency Technology 1 (FTEC 1)
15. Fire and Emergency Technology 3 (FTEC 3)
16. Fire and Emergency Technology 11 (FTEC 11)
17. Fire and Emergency Technology 19 (FTEC 19)
18. First Aid 1 (FAID 1)
19. Medical Terminology 1 (MEDT 1)
20. Nursing 101 (NURS 101)
21. Nursing 222 (NURS 222)
22. Physical Education 80abc (PE 80abc)
23. Physical Education 120abc (PE 120abc)
24. Physical Education 132abc (PE 132abc)
25. Physical Education 255 (PE 255)
26. Physical Education 400 (PE 400)
27. Physical Education 401 (PE 401)
28. Physical Education 402 (PE 402)
29. Physical Education 404 (PE 404)
30. Physical Education 407 (PE 407)
31. Radiologic Technology 104 (RTEC 104)
32. Radiologic Technology 111 (RTEC 111)
33. Radiologic Technology 216 (RTEC 216)
34. Radiologic Technology 244 (RTEC 244)
35. Sign Language/Interpreter Training 120 (SLAN 120)
36. Sign Language/Interpreter Training 131 (SLAN 131)

CURRICULUM DISCUSSION

A. Full Course Review

Business Division

The following course was presented for course review:

CIS 132 Web Development using HTML5, CSS3, and WordPress

It was moved by M. McMillan, seconded by M. Kline, that the committee approve the course proposals. The motion carried.

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

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

Health Sciences & Athletics Division

The following courses were presented for course review:

PE 201 Introduction to Adapted Physical Education

RTEC 91 Radiographic Pathology

RTEC 107 Clinical Experience 2

RTEC 124 Radiographic Positioning 1B

RTEC 217 Clinical Experience 4

RTEC 233 Radiographic Positioning 2

RTEC 255 Advanced Imaging and Special Procedures

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

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

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

Natural Sciences Division

The following course was presented for course review:

CHEM 21A Survey of General and Organic Chemistry

It was moved by Z. Murdock, seconded by M. McMillan, that the committee approve the course proposals. The motion carried.

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

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

B. Full Program Review

Business Division

The following programs were presented for program revision:

Accounting AS Degree
Accounting - Clerical Certificate of Achievement
Accounting - CPA Certificate of Achievement
Accounting - Tax Preparation Certificate of Achievement
CISCO Networking Administration Certificate of Achievement

It was moved by S. Porter, seconded by M. Lipe, that the committee approve the program revisions. The motion carried.

C. Consent Agenda Proposals

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

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

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

4. CURRICULUM ADVISOR'S REPORT: Curriculum Advisor – L. Plum

L. Plum announced that the Curriculog forms will continue to evolve as we identify things to make the process smoother. Please email L. Plum if there are things that might make the process easier and she will see if they are feasible to be put into action.

L. Plum shared onscreen some items to be mindful of in Curriculog: 1) She reminded everyone to use the first and last name of faculty in the "Proposer" field, as mentioned earlier by Chair Young; 2) Make sure to verify that the correct department is entered or the proposal will not get to the appropriate faculty; and 3) When revising the prerequisite or recommended prep to the standardized language, remember to properly coordinate input of the matching skills.

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

J. Sims announced efforts to ramp up noncredit courses with the conversion of some Community Education courses to noncredit and ECC's continued interest to offer online degrees. Due to the added approvals for DE delivery methods, a greater opportunity now exists to offer online degree programs. She also noted that Respiratory Care will be applying to add a Baccalaureate degree at ECC so there will be more curriculum coming through.

6. ANNOUNCEMENTS

- Next CCC Meeting: November 23, 2021 – 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 2:53 p.m.

Approved Curriculum Changes Proposed for 2022-2023

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	BUSI	CIS 18 Systems Analysis and Design	Course review	11/9/2021
Course Review	BUSI	CIS 84 MySQL Database Programming for the Web	Course review	11/9/2021
Course Review	BUSI	CIS 122 Ethical Hacking	Course review	11/9/2021
Course Review	BUSI	CIS 132 Web Development using HTML5, CSS3, and WordPress	Course review; Change to conditions of enrollment	11/9/2021
Course Review	HEAL	AJ 10 Introduction to Homeland Security	Course review; Course reassignment	11/9/2021
Course Review	HEAL	AJ 11 Intelligence and Security Management	Course review; Course reassignment	11/9/2021
Course Review	HEAL	AJ 12 Transportation and Border Security Management	Course review; Change to conditions of enrollment; Course reassignment	11/9/2021
Course Review	HEAL	AJ 26 Introduction to Terrorism and Counterterrorism	Course review; Change to conditions of enrollment; Course reassignment	11/9/2021
Course Review	HEAL	AJ 100 Introduction to Administration of Justice	Course review; Change to conditions of enrollment; Course reassignment	11/9/2021
Course Review	HEAL	AJ 107 Crime and Control - An Introduction to Corrections	Course review; Change to conditions of enrollment; Course reassignment	11/9/2021
Course Review	HEAL	AJ 109 Introduction to Police Patrol Procedures	Course review; Change to conditions of enrollment; Course reassignment	11/9/2021
Course Review	HEAL	AJ 111 Criminal Investigation	Course review; Change to conditions of enrollment; Course reassignment	11/9/2021
Course Review	HEAL	AJ 115 Community and the Justice System	Course review; Course reassignment	11/9/2021
Course Review	HEAL	CH 1 Personal and Community Health Issues	Course review; Change to conditions of enrollment	11/9/2021
Course Review	HEAL	FAID 1 First Aid, Cardiopulmonary Resuscitation (CPR) and Basic Emergency Care	Course review	11/9/2021
Course Review	HEAL	FTEC 1 Fire Protection Organization	Course review; Change to conditions of enrollment; Course reassignment	11/9/2021

Approved Curriculum Changes Proposed for 2022-2023

Course Review	HEAL	FTEC 3 Fundamentals of Personal Fire Safety and Survival	Course review; Change to conditions of enrollment; Course reassignment	11/9/2021
Course Review	HEAL	FTEC 11 Arson Detection and Control	Course review; Change to conditions of enrollment; Course reassignment	11/9/2021
Course Review	HEAL	FTEC 19 Fire Service Entrance Preparation	Course review; Change to conditions of enrollment; Course reassignment	11/9/2021
Course Review	HEAL	MEDT 1 Medical Terminology	Course review; Change to conditions of enrollment	11/9/2021
Course Review	HEAL	NURS 101 Exploring Health Occupation Careers	Course review; Change to conditions of enrollment	11/9/2021
Course Review	HEAL	NURS 222 Medical Surgical Nursing - Older Adult	Course review	11/9/2021
Course Review	HEAL	PE 80abc Men's Intercollegiate Volleyball Team	Course review	11/9/2021
Course Review	HEAL	PE 120abc Women's Intercollegiate Softball Team	Course review	11/9/2021
Course Review	HEAL	PE 132abc Women's Intercollegiate Badminton Team	Course review	11/9/2021
Course Review	HEAL	PE 201 Introduction to Adapted Physical Education	Course review; Changes to catalog description; conditions of enrollment	11/9/2021
Course Review	HEAL	PE 255 Beach Volleyball	Course review	11/9/2021
Course Review	HEAL	PE 400 Adapted Fitness	Course review; Change to catalog description	11/9/2021
Course Review	HEAL	PE 401 Adapted Strength Training	Course review; Change to catalog description	11/9/2021
Course Review	HEAL	PE 402 Adapted Swimming and Hydroexercise	Course review; Change to catalog description	11/9/2021
Course Review	HEAL	PE 404 Adapted Cardiovascular Fitness	Course review	11/9/2021
Course Review	HEAL	PE 407 Adapted Bowling	Course review	11/9/2021
Course Review	HEAL	RTEC 91 Radiographic Pathology	Course review; Change to conditions of enrollment	11/9/2021
Course Review	HEAL	RTEC 104 Clinical Education 1	Course review	11/9/2021
Course Review	HEAL	RTEC 107 Clinical Experience 2	Course review; Change to conditions of enrollment	11/9/2021
Course Review	HEAL	RTEC 111 Fundamentals of Radiologic Technology	Course review	11/9/2021

Approved Curriculum Changes Proposed for 2022-2023

Course Review	HEAL	RTEC 124 Radiographic Positioning 1B	Course review; Change to conditions of enrollment	11/9/2021
Course Review	HEAL	RTEC 216 Clinical Education 2	Course review	11/9/2021
Course Review	HEAL	RTEC 217 Clinical Experience 4	Course review; Changes to catalog description; conditions of enrollment	11/9/2021
Course Review	HEAL	RTEC 233 Radiographic Positioning 2	Course review; Change to conditions of enrollment	11/9/2021
Course Review	HEAL	RTEC 244 Radiation Physics, Equipment, and Safety	Course review	11/9/2021
Course Review	HEAL	RTEC 255 Advanced Imaging and Special Procedures	Course review; Change to conditions of enrollment	11/9/2021
Course Review	LLR	SLAN 120 Fingerspelling and Numerical Concepts	Course review	11/9/2021
Course Review	LLR	SLAN 131 Perspective on Deafness	Course review; Change to conditions of enrollment	11/9/2021
Course Review	NSCI	CHEM 21A Survey of General and Organic Chemistry	Course review; Changes to conditions of enrollment; lecture/lab hours	11/9/2021
Program Revision	BUSI	Accounting AS Degree	Program revision; Change to course numbers	11/9/2021
Program Revision	BUSI	Accounting - Clerical Certificate of Achievement	Program revision; Change to course numbers	11/9/2021
Program Revision	BUSI	Accounting - CPA Certificate of Achievement	Program revision; Change to course numbers	11/9/2021
Program Revision	BUSI	Accounting - Tax Preparation Certificate of Achievement	Program revision; Change to course numbers	11/9/2021
Program Revision	BUSI	CISCO Networking Administration Certificate of Achievement	Program revision; Change to course requirements	11/9/2021