

**EL CAMINO COLLEGE**  
**MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)**  
**September 28, 2021**

**CALL TO ORDER**

Meeting called to order at 2:31 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:* C. Gardella, L. Justice, L. Plum, L. Suekawa, M. Wolfenstein, L. Young, I. Zugic

**Guests:** L. Linka

**1. APPROVAL OF MINUTES**

The minutes of September 14, 2021 were approved via email by the CCC on September 21, 2021.

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

Chair Young thanked the CCC for approving the September 14 minutes via email, E. Ambrosio for serving as the Standard Review representative for today's meeting and C. Cervantes for agreeing to serve for the next meeting. It was announced that E. Ambrosio, chair elect, will also serve as Chair Pro Tem for this academic year.

Chair Young reminded the CCC to apprise their dean/DCC/faculty of courses approved at today's meeting by forwarding the agenda or including the relevant proposals in an email.

Since there are several new CCC members, Chair Young introduced herself to the CCC, and then asked each member to introduce themselves to the committee and provide some background information. Chair Young noted that the level of experience and expertise that the members bring to the committee is remarkable.

Chair Young noted that all concerns and recommendations presented by the CCC were addressed in Curriculog. She reminded the committee that they can confirm that the changes were made by going back into Curriculog and looking for a reply to their initial comment. If the course has moved out of their queue, the course can be found under "All Proposals." Since many of the changes are related to AB705 language for recommended preparations and matching skills, training on these areas will be provided at the next meeting.

### **3. CURRICULUM REVIEW**

#### **A. Full Course Review**

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

1. Business 12 [112] (BUSI 12 [112])
2. Business 14 [110] (BUSI 14 [110])
3. Business 15 [115] (BUSI 15 [115])
4. Business 17 [117] (BUSI 17 [117])
5. Business 19 [119] (BUSI 19 [119])
6. Business 20 [120] (BUSI 20 [120])
7. Business 21 [121] (BUSI 21 [121])
8. Business 22 [122] (BUSI 22 [122])
9. Business 24 [124] (BUSI 24 [124])
10. Business 25 [101] (BUSI 25 [101])
11. Business 36 [125] (BUSI 36 [125])
12. Business 74 [111] (BUSI 74 [111])
13. English 12 (ENGL 12)
14. English 28 (ENGL 28)
15. English 34 (ENGL 34)
16. Japanese 25 (JAPA 25)

#### **B. Consent Agenda Proposals**

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

1. Anatomy 30 (ANAT 30)
2. Astronomy 20 (ASTR 20)
3. Child Development 115 (CDEV 115)
4. Child Development 116 (CDEV 116)
5. Child Development 117 (CDEV 117)
6. Child Development 118 (CDEV 118)
7. Child Development 119 (CDEV 119)
8. Film/Video 100 (FILM 100)
9. Film/Video 105 (FILM 105)
10. Film/Video 109 (FILM 109)
11. Film/Video 121 (FILM 121)
12. Film/Video 153 (FILM 153)
13. Film/Video 232 (FILM 232)
14. Film/Video 234 (FILM 234)
15. Film/Video 236 (FILM 236)
16. Geography 8 (GEOG 8)
17. Horticulture 99 (HORT 99)
18. Japanese 21 (JAPA 21)
19. Japanese 22 (JAPA 22)
20. Journalism 8 (JOUR 8)
21. Journalism 9abcd (JOUR 9abcd)

## **CURRICULUM DISCUSSION**

### **A. Full Course Review**

#### **Business Division**

The following courses were presented for course review/course number changes:

BUSI 12 [112] Advertising  
BUSI 14 [110] Marketing  
BUSI 15 [115] Business Mathematics  
BUSI 17 [117] Personal Finance  
BUSI 19 [119] Principles of Retailing Management  
BUSI 20 [120] Business Management  
BUSI 21 [121] Human Resource Management  
BUSI 22 [122] Human Relationships in Organizations  
BUSI 24 [124] Small Business Entrepreneurship  
BUSI 25 [101] Introduction to Business  
BUSI 36 [125] New Venture Creation  
BUSI 74 [111] New Media Marketing

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

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

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

#### **Humanities Division**

The following courses were presented for course review:

ENGL 12 Introduction to Fiction  
ENGL 28 Images of Women in Literature  
ENGL 34 The Short Story  
JAPA 25 Cultural Aspects of the Japanese Language

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

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

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

### **B. Consent Agenda Proposals**

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

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

It was moved by J. Minei, 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

No report.

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

No report.

**6. ANNOUNCEMENTS**

- The Curriculog Café will be open after the meeting.
- Next CCC Meeting: October 12, 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 2:58 p.m.

Approved Curriculum Changes Proposed for 2022-2023

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	BSSC	CDEV 115 Introduction to Curriculum	Course review	9/28/2021
Course Review	BSSC	CDEV 116 Creative Art for Young Children	Course review	9/28/2021
Course Review	BSSC	CDEV 117 Music and Movement for Young Children	Course review	9/28/2021
Course Review	BSSC	CDEV 118 Science and Math for Young Children	Course review	9/28/2021
Course Review	BSSC	CDEV 119 Language Arts for Young Children	Course review	9/28/2021
Course Review	BUSI	BUS 12 [112] Advertising	Course review; Changes to conditions of enrollment; course number	9/28/2021
Course Review	BUSI	BUS 14 [110] Marketing	Course review; Changes to conditions of enrollment; course number	9/28/2021
Course Review	BUSI	BUS 15 [115] Business Mathematics	Course review; Changes to conditions of enrollment; course number	9/28/2021
Course Review	BUSI	BUS 17 [117] Personal Finance	Course review; Changes to conditions of enrollment; course number	9/28/2021
Course Review	BUSI	BUS 19 [119] Principles of Retailing Management	Course review; Changes to conditions of enrollment; course number	9/28/2021
Course Review	BUSI	BUS 20 [120] Business Management	Course review; Changes to conditions of enrollment; course number	9/28/2021
Course Review	BUSI	BUS 21 [121] Human Resource Management	Course review; Changes to conditions of enrollment; course number	9/28/2021
Course Review	BUSI	BUS 22 [122] Human Relations in Organizations	Course review; Changes to conditions of enrollment; course number	9/28/2021

Approved Curriculum Changes Proposed for 2022-2023

Course Review	BUSI	BUS 24 [124] Small Business Entrepreneurship	Course review; Changes to conditions of enrollment; course number	9/28/2021
Course Review	BUSI	BUS 25 [101] Introduction to Business	Course review; Changes to conditions of enrollment; course number	9/28/2021
Course Review	BUSI	BUS 36 [125] New Venture Creation	Course review; Changes to conditions of enrollment; course number	9/28/2021
Course Review	BUSI	BUS 74 [111] New Media Marketing	Course review; Changes to conditions of enrollment; course number	9/28/2021
Course Review	FINE	FILM 100 Introduction to Electronic Media	Course review	9/28/2021
Course Review	FINE	FILM 105 Media Aesthetics	Course review; Change to conditions of enrollment	9/28/2021
Course Review	FINE	FILM 109 Introduction to Media Writing	Course review; Change to conditions of enrollment	9/28/2021
Course Review	FINE	FILM 121 Audio Production	Course review; Change to catalog description	9/28/2021
Course Review	FINE	FILM 153 American Independent Cinema	Course review	9/28/2021
Course Review	FINE	FILM 232 Production II: Digital Media Production	Course review	9/28/2021
Course Review	FINE	FILM 234 Cinematography I	Course review	9/28/2021
Course Review	FINE	FILM 236 Editing I	Course review	9/28/2021
Course Review	HUMA	ENGL 12 Introduction to Fiction	Course review; Change to conditions of enrollment	9/28/2021
Course Review	HUMA	ENGL 28 Images of Women in Literature	Course review; Change to conditions of enrollment	9/28/2021
Course Review	HUMA	ENGL 34 The Short Story	Course review; Change to conditions of enrollment	9/28/2021
Course Review	HUMA	JAPA 21 Beginning Conversational Japanese	Course review	9/28/2021

Approved Curriculum Changes Proposed for 2022-2023

Course Review	HUMA	JAPA 22 Intermediate Conversational Japanese	Course review	9/28/2021
Course Review	HUMA	JAPA 25 Cultural Aspects of the Japanese Language	Course review; Change to conditions of enrollment	9/28/2021
Course Review	HUMA	JOUR 8 Investigative Reporting, Editing, and Entrepreneurship	Course review	9/28/2021
Course Review	HUMA	JOUR 9abcd Nonfiction Storytelling for Magazines and New Media	Course review	9/28/2021
Course Review	NSCI	GEOG 8 Introduction to Geographic Information Systems	Course review	9/28/2021
DE Addendum	NSCI	ANAT 30 Essentials of Anatomy and Physiology	DE addendum; Course review; Added new DE version Emergency Only (online/hybrid)	9/28/2021
DE Addendum	NSCI	ASTR 20 The Solar System	DE addendum; Added new DE version (hybrid)	9/28/2021
Inactivation	NSCI	HORT 99 Independent Study	Inactivation	9/28/2021