

**EL CAMINO COLLEGE**  
**MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)**  
**November 26, 2024**

**CALL TO ORDER**

Meeting called to order at 2:39 p.m. by Chair Ambrosio.

**Recorder:** C. Escutia

**Members:**

*Present:* M. Anderson, J. Casper, M. Chang, W. Cox, M. Kline, M. McMillan, J. Minei, R. Padilla, S. Porter, A. Rodriguez, G. Song

*Excused:* C. Lopez

**Ex Officio Members:**

*Present:* E. Ambrosio, L. Justice, L. Marquez, L. Alvarez (proxy for K. Nguyen), L. Suekawa, M. Wolfenstein

*Absent:* L. Young

**Guests:** K. Daniel-DiGregorio

**1. APPROVAL OF MINUTES**

The minutes of November 12, 2024, were approved via email by the CCC on November 15, 2024.

**2. CHAIR'S REPORT:** College Curriculum Committee Chair – E. Ambrosio

Chair Ambrosio thanked the CCC for approving the minutes of November 12 via email and J. Casper for serving as the Standard Review representative for today's meeting.

Chair Ambrosio explained the purpose of the Strategic Enrollment Management Committee and the project for annualized scheduling and enrollment. Annualized scheduling will begin this spring for the 2025-26 academic year. As a result, the catalog will need to be published earlier and the allowance for submitting proposals for extenuating circumstances in the spring will likely end starting next fall. A discussion ensued concerning how divisions will verify a student's passing grade in a prerequisite course when they have already registered for the next level course. Chair Ambrosio responded that software upgrades are being prioritized to hopefully address this issue.

**3. CURRICULUM REVIEW**

**A. Full Course Review**

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

1. Art 144 [Digital Art and Design Technology 131] (ART 144 [DART 131])
2. Business 111 (BUS 111)
3. Business 113 (BUS 113)
4. Business 127 (BUS 127)
5. Business 128 (BUS 128)
6. Business 528 (BUS 528)

7. Chemistry 4 (CHEM 4)
8. Chemistry 4H (CHEM 4H)
9. Child Development 152 (CDEV 152)
10. Child Development 165 (CDEV 165)
11. Ethnic Studies 1H (ESTU 1H)
12. Mathematics 190S (MATH 190S)

**B. Full Program Review**

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

1. Business Management A.S. Degree
2. Digital Art and Design A.S. Degree
3. Digital Art and Design: 3D Animation Certificate of Achievement
4. Digital Art and Design: Concept Design Certificate of Achievement
5. Digital Art and Design: Game Art & Animation Certificate of Achievement
6. Entrepreneurial Studies A.S. Degree
7. Entrepreneurial Studies Certificate of Achievement
8. Marketing A.S. Degree
9. Marketing Certificate of Achievement

**C. Consent Agenda Proposals**

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

1. Biology 8 (BIOL 8)
2. Biology 11 (BIOL 11)
3. Child Development 129 (CDEV 129)
4. Child Development 130 (CDEV 130)
5. Child Development 131 (CDEV 131)
6. Communication Studies 99 (COMS 99)
7. Computer Science 16 (CSCI 16)
8. Computer Science 23 (CSCI 23)
9. Computer Science 40 (CSCI 40)
10. Engineering 9 (ENGR 9)
11. Geography 5 (GEOG 5)
12. Geography 5H (GEOG 5H)
13. Geology 4 (GEOL 4)
14. Geology 32 (GEOL 32)
15. Geology 36 (GEOL 36)
16. History 101 (HIST 101)
17. History 101H (HIST 101H)
18. History 102 (HIST 102)
19. History 102H (HIST 102H)
20. History 152 (HIST 152)
21. Mathematics 170S (MATH 170S)
22. Mathematics 180S (MATH 180S)
23. Mathematics 210 (MATH 210)
24. Parenting 500 (PAR 500)
25. Parenting 501 (PAR 501)
26. Parenting 502 (PAR 502)

27. Physics 2A (PHYS 2A)
28. Physics 2B (PHYS 2B)
29. Physics 3B (PHYS 3B)
30. Sociology 101H (SOCI 101H)
31. Sociology 102 (SOCI 102)

## **CURRICULUM DISCUSSION**

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

#### **Behavioral & Social Sciences Division**

Chair Ambrosio tabled the following courses for further discussion/information:

NHDV 101 [HDEV 501] Introduction to College Success and Educational Planning [College Success and Educational Planning]

NHDV 105 [HDEV 505] Introduction to Career and Life Planning [Career and Life Planning]

NHDV 107 [HDEV 507] Introduction to Navigating the Transfer Process [Navigating the Transfer Process]

SSCI 504 Building an Equity-Minded Framework for the Classroom

SSCI 505 Applying an Equity-Minded Framework in the Classroom

The following courses were presented for course review:

CDEV 152 Curriculum and Strategies for Children with Special Needs

CDEV 165 Autism, ADHD, Physical and Health Impairments

The following course was presented as a new course proposal:

ESTU 1H Introduction to Ethnic Studies Honors

It was moved by J. Casper, seconded by A. Rodriguez, that the committee approve the course proposals. The motion carried.

It was moved by J. Casper, seconded by A. Rodriguez, that the committee approve the course delivery methods. The motion carried.

It was moved by J. Casper, seconded by A. Rodriguez, that the committee approve the conditions of enrollment. The motion carried.

11 yes/ 0 no/ 0 abstentions

#### **Business Division**

The following course was presented for course review:

BUS 111 New Media Marketing [Digital Marketing]

The following courses were presented as new course proposals:

BUS 113 Social Media Marketing

BUS 127 Social Entrepreneurship

BUS 128 Think Like an Entrepreneur

BUS 528 Think Like an Entrepreneur

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

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

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

11 yes/ 0 no/ 0 abstentions

### **Fine Arts Division**

ART 144 [DART 131] 3D Modeling and Animation [3D Characters & Props] was presented for course review.

It was moved by W. Cox, seconded by S. Porter, that the committee approve the course proposal. 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.

11 yes/ 0 no/ 0 abstentions

### **Mathematical Sciences Division**

MATH 190S Single Variable Calculus and Analytic Geometry I Support was presented as a new course proposal.

It was moved by G. Song, seconded by A. Rodriguez, that the committee approve the course proposal. The motion carried.

It was moved by G. Song, seconded by A. Rodriguez, that the committee approve the course delivery methods. The motion carried.

It was moved by G. Song, seconded by A. Rodriguez, that the committee approve the conditions of enrollment. The motion carried.

11 yes/ 0 no/ 0 abstentions

### **Natural Sciences Division**

The following courses were presented for course review:

CHEM 4 Beginning Chemistry

CHEM 4H Honors Beginning Chemistry

It was moved by A. Rodriguez, seconded by M. Anderson, that the committee approve the course proposals. The motion carried.

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

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

11 yes/ 0 no/ 0 abstentions

**B. Full Program Review**

**Behavioral & Social Sciences Division**

Chair Ambrosio tabled the following programs for further discussion/information:

Transition to College and Career Certificate of Completion [College and Career Success Certificate of Completion]

Transition to College Success Certificate of Completion [College and Transfer Success Certificate of Completion]

**Business Division**

The following programs were presented for program revision:

Business Management A.S. Degree  
Entrepreneurial Studies A.S. Degree  
Entrepreneurial Studies Certificate of Achievement  
Marketing A.S. Degree  
Marketing Certificate of Achievement

It was moved by S. Porter, seconded by J. Casper, that the committee approve the program proposals. The motion carried.

11 yes/ 0 no/ 0 abstentions

**Fine Arts Division**

The following programs were presented as new program proposals:

Digital Art and Design A.S. Degree  
Digital Art and Design: 3D Animation Certificate of Achievement  
Digital Art and Design: Concept Design Certificate of Achievement  
Digital Art and Design: Game Art & Animation Certificate of Achievement

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

11 yes/ 0 no/ 0 abstentions

### **C. Consent Agenda Proposals**

Chair Ambrosio tabled the following courses for further discussion/information:

WSTU 1 Introduction of Women's Studies  
ESTU 1 Introduction to Ethnic Studies  
PHYS 3A General Physics with Calculus

It was moved by J. Casper, seconded by M. McMillan, that the committee approve the consent agenda proposals. The motion carried.

It was moved by J. Casper, seconded by M. McMillan, that the committee approve the consent agenda course delivery methods. The motion carried.

It was moved by J. Casper, seconded by M. McMillan, that the committee approve the consent agenda conditions of enrollment. The motion carried.

11 yes/ 0 no/ 0 abstentions

### **4. COMMON COURSE NUMBERING (CCN) UPDATE**

L. Marquez announced that all of the Phase 1 courses were submitted successfully to the Chancellor's Office.

### **5. Cal-GETC UPDATE**

No update.

### **6. LOCAL AA/AS DEGREE UPDATE**

L. Suekawa stated that the taskforce is holding their final meeting today, November 26. She will present information to the CCC at an upcoming meeting.

### **7. CURRICULUM SPECIALIST'S REPORT: Curriculum Specialist – L. Marquez**

No report.

### **8. VICE PRESIDENT'S REPORT: Vice President of Academic Affairs – C. Lopez**

No report.

### **9. ANNOUNCEMENTS**

- December 2 is the deadline for submitting proposals for the December 10 meeting.
- The Curriculog Café will be open after the meeting today.
- Next CCC Meeting: December 10, 2024 – 2:30-4:30 p.m., DE 166/Zoom

### **10. ADJOURNMENT**

Chair Ambrosio called for a motion to adjourn the meeting. J. Casper moved to adjourn. Meeting was adjourned at 3:45 p.m.

## Approved Curriculum Changes

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Inactivation	MATH	CSCI 23 Advanced Java Programming and the Android Operating System	Course inactivation	11/26/2024
Course Review	BSSC	CDEV 129 Introduction to Program Administration	Course review; Changes to course objectives; texts/materials	11/26/2024
Course Review	BSSC	CDEV 130 Principles of Program Administration	Course review; Change to texts/materials	11/26/2024
Course Review	BSSC	CDEV 131 Supervising and Mentoring Adults	Course review; Change to texts/materials	11/26/2024
Course Review	BSSC	CDEV 152 Curriculum and Strategies for Children with Special Needs	Course review; Changes to catalog description; primary methods of evaluation	11/26/2024
Course Review	BSSC	CDEV 165 Autism, ADHD, Physical and Health Impairments	Course review; Changes to catalog description; course objectives; discipline; major topics; texts/materials	11/26/2024
Course Review	BSSC	COMS 99 Independent Study	Course review; no changes	11/26/2024
Course Review	BSSC	HIST 101 United States History to 1877	Course review; Change to texts/materials	11/26/2024
Course Review	BSSC	HIST 101H Honors United States History to 1877	Course review; Change to texts/materials	11/26/2024
Course Review	BSSC	HIST 102 United States History from 1877 to the Present	Course review; Change to texts/materials	11/26/2024
Course Review	BSSC	HIST 102H Honors United States History from 1877 to the Present	Course review; Change to texts/materials	11/26/2024
Course Review	BSSC	HIST 152 History of Latin America Through Independence	Course review; Change to texts/materials	11/26/2024
Course Review	BSSC	PAR 500 Positive Parenting/Caregiving	Course review; Change to texts/materials	11/26/2024
Course Review	BSSC	PAR 501 Culturally Responsive Parenting/Caregiving	Course review; Change to texts/materials	11/26/2024
Course Review	BSSC	PAR 502 Parent/Caregiver and Child Play Group	Course review; Change to texts/materials	11/26/2024
Course Review	BSSC	SOCI 101H Honors Introduction to Sociology	Course review; Change to texts/materials	11/26/2024

## Approved Curriculum Changes

Course Review	BSSC	SOCI 102 Families and Intimate Relationships	Course review; Change to texts/materials	11/26/2024
Course Review	BUSI	BUS 111 New Media Marketing [Digital Marketing]	Course review; Changes to catalog description; course objectives; descriptive title; major topics; texts/materials	11/26/2024
Course Review	FINE	ART 144 [DART 131] 3D Modeling and Animation [3D Characters & Props]	Course review; Changes to catalog description; conditions of enrollment; course acronym; course number; course objectives; descriptive title; discipline; grading method; lab hours; major topics; texts/materials	11/26/2024
Course Review	MATH	CSCI 16 Assembly Language Programming for x86 (IBM PC) Processors	Course review; Change to texts/materials	11/26/2024
Course Review	MATH	CSCI 40 Introduction to UNIX and LINUX Operating Systems	Course review; Changes to primary methods of evaluation; texts/materials	11/26/2024
Course Review	MATH	ENGR 9 Engineering Mechanics – Statics	Course review; no changes	11/26/2024
Course Review	MATH	MATH 170S Fundamental Skills for Trigonometry	Course review; Change to texts/materials	11/26/2024
Course Review	MATH	MATH 180S Precalculus Support	Course review; Changes to primary methods of evaluation; texts/materials	11/26/2024
Course Review	MATH	MATH 210 Introduction to Discrete Structures	Course review; no changes	11/26/2024
Course Review	NSCI	BIOL 8 Biology of Plants	Course review; Changes to instructional methods; texts/materials; work outside class	11/26/2024
Course Review	NSCI	BIOL 11 Fundamentals of Zoology	Course review; Change to texts/materials	11/26/2024



## Approved Curriculum Changes

Course Review	NSCI	CHEM 4 Beginning Chemistry	Course review; Changes to conditions of enrollment; lecture/lab hours; major topics; texts/materials	11/26/2024
Course Review	NSCI	CHEM 4H Honors Beginning Chemistry	Course review; Changes to conditions of enrollment; lecture/lab hours; major topics; texts/materials	11/26/2024
Course Review	NSCI	GEOG 5 World Regional Geography	Course review; no changes	11/26/2024
Course Review	NSCI	GEOG 5H Honors World Regional Geography	Course review; no changes	11/26/2024
Course Review	NSCI	GEOL 4 History of Planet Earth Laboratory	Course review; no changes	11/26/2024
Course Review	NSCI	GEOL 32 Geology Laboratory of Owens Valley and Sierra Nevada	Course review; Change to conditions of enrollment	11/26/2024
Course Review	NSCI	GEOL 36 Geology Laboratory of Coastal California	Course review; Change to conditions of enrollment	11/26/2024
Course Review	NSCI	PHYS 2A General Physics	Course review; no changes	11/26/2024
Course Review	NSCI	PHYS 2B General Physics	Course review; no changes	11/26/2024
Course Review	NSCI	PHYS 3B General Physics with Calculus	Course review; Change to texts/materials	11/26/2024
New Course	BSSC	ESTU 1H Introduction to Ethnic Studies Honors	New course	11/26/2024
New Course	BUSI	BUS 113 Social Media Marketing	New course; Added new DE versions (online/hybrid/HyFlex)	11/26/2024
New Course	BUSI	BUS 127 Social Entrepreneurship	New course; Added new DE versions (online/hybrid/HyFlex)	11/26/2024
New Course	BUSI	BUS 128 Think Like an Entrepreneur	New course; Added new DE versions (online/hybrid/HyFlex)	11/26/2024

## Approved Curriculum Changes

New Course	BUSI	BUS 528 Think Like an Entrepreneur	New course; Added new DE versions (online/hybrid/HyFlex)	11/26/2024
New Course	MATH	MATH 190S Single Variable Calculus and Analytic Geometry I Support	New course	11/26/2024
New Program	FINE	Digital Art and Design A.S. Degree	New program	11/26/2024
New Program	FINE	Digital Art and Design: 3D Modeling & Animation Certificate of Achievement	New program	11/26/2024
New Program	FINE	Digital Art and Design: Concept Design Certificate of Achievement	New program	11/26/2024
New Program	FINE	Digital Art and Design: Game Art & Animation Certificate of Achievement	New program	11/26/2024
Program Revision	BUSI	Business Management A.S. Degree	Program revision; Change to course requirements	11/26/2024
Program Revision	BUSI	Entrepreneurial Studies A.S. Degree	Program revision; Changes to course requirements; units	11/26/2024
Program Revision	BUSI	Entrepreneurial Studies Certificate of Achievement	Program revision; Changes to course requirements; units	11/26/2024
Program Revision	BUSI	Marketing A.S. Degree	Program revision; Change to program prerequisites	11/26/2024
Program Revision	BUSI	Marketing Certificate of Achievement	Program revision; Change to course requirements	11/26/2024