EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
May 22, 2018

CALL TO ORDER

Meeting called to order at 2:32 p.m. by Chair Young.

Recorder: C. Escutia

Members:

Present: M. Anderson, M. Chaban, R. Davis, R. Donegan, E. French-Preston, J. Minei, R. Miranda, D. Roman, J. Shankweiler, A. Sharp, C. Striepe
Absent: D. Eldanaf, R. Ekimyan, L. Houske

Ex-Officio Members:

Present: L. Plum, L. Suekawa
Absent: I. Castro, L. Clowers, A. Osanyinpeju, L. Young

Guests: V. Ashley, W. Cox, R. Diaz, J. Meredith, R. Newell, D. Richardson

I. APPROVAL OF MINUTES

Minutes of May 8, 2018, were approved via email by the College Curriculum Committee on May 17, 2018.

II. CHAIR'S REPORT

College Curriculum Committee Chair – J. Young

Chair Young began the meeting by thanking C. Striepe for serving as the faculty Standard Review representative for this meeting.

She reminded faculty, that if they have not done so already, they should enter the 8 hours of flex credit into Flex Reporter. She mentioned that she had emailed the instructions to them on May 11 and that faculty should email her if they would like it to be sent again. She also noted that there are hard copies of the instructions available at the meeting.

Chair Young reminded the committee that the final CCC meeting is scheduled for June 5 and that the courses for that meeting are in their queue in CurricUNET. As the degree/certificate component of CurricUNET is still not working, three degrees and one Certificate of Achievement will be emailed to the CCC this evening.

Chair Young explained that the bulk of the review is comprised of 17 nursing courses; four are course revisions and 13 are new courses. The courses have been modeled after the BRN approved program at Mira Costa College. They have been reviewed by the Nursing Curriculum Committee and the Health Sciences & Athletics Division Curriculum Committee. Chair Young asked that the CCC complete their review by next Tuesday, May 29 so faculty can be apprised of any recommendations by the CCC in preparation for the June 5 meeting.

III. CURRICULUM REVIEW

A. Full Course Review

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

1. Architecture 121 (ARCH 121)
2. Architecture 125 (ARCH 125)
3. Engineering Technology 14 (ETEC 14)
4. Engineering Technology 14A (ETEC 14A)
5. Engineering Technology 14B (ETEC 14B)
6. Fashion 1 (FASH 1)
7. Fashion 4 (FASH 4)
8. Welding 10A (WELD 10A)
9. Welding 10B (WELD 10B)
10. Welding 10C (WELD 10C)

B. Full Program Review

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

1. Automotive Technology: Automotive Engine Management Certificate of Accomplishment
2. CIS: Business Information Worker Certificate of Achievement
3. CIS: Business Programming Certificate of Achievement
4. CIS: Computer Systems Applications Certificate of Achievement
5. CIS: Computer User Support Specialist Certificate of Achievement

C. Consent Agenda Proposals

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

1. Architecture 158 (ARCH 158)
2. Business 20 (BUS 20)
3. Business 29 (BUS 29)
4. Computer Aided Design/Drafting 5 (CADD 5)
5. Computer Information Systems 140 (CIS 140)
6. Computer Information Systems 142 (CIS 142)
7. Computer Information Systems 143 (CIS 143)
8. Construction Technology 160 (CTEC 160)
9. Construction Technology 222 (CTEC 222)
10. Construction Technology 230 (CTEC 230)
11. Electronics and Computer Hardware Technology 120 (ECHT 120)
12. Electronics and Computer Hardware Technology 122 (ECHT 122)
13. Electronics and Computer Hardware Technology 124 (ECHT 124)
14. Engineering Technology 10A (ETEC 10A)
15. Engineering Technology 10B (ETEC 10B)
16. Fashion 27 (FASH 27)
17. Fashion 28 (FASH 28)
18. Machine Tool Technology 2 (MTT 2)
19. Machine Tool Technology 40 (MTT 40)
20. Physical Education 221 (PE 221)
21. Physical Education 36abc (PE 36ABC)
22. Physical Education 7 (PE 7)

23. Recreation 307 (RECR 307)
24. Sign Language /Interpreter Training 115 (SLAN 115)
25. Sign Language /Interpreter Training 130 (SLAN 130)
26. Sign Language /Interpreter Training 200 (SLAN 200)
27. Sign Language /Interpreter Training 240 (SLAN 240)
28. Supervision 27 (SUPV 27)

CURRICULUM DISCUSSION

A. Full Course Review

Industry and Technology Division

The following courses were present for CTE two-year review:

Architecture121 - Building Information Modeling I;
Architecture125 - Building Information Modeling (BIM) II;
Engineering Technology 14 Electronics for Engineering Technologists;
Engineering Technology 14A Electronics for Engineering Technologists I;
Engineering Technology 14B Electronics for Engineering Technologists II;
Fashion 1 Career Opportunities in Fashion;
Fashion 4 Computer Fashion Illustration;
Welding 10A Introduction to Shielded Metal Arc Welding (SMAW);
Welding 10B Intermediate Shielded Metal Arc Welding (SMAW); and
Welding 10C Advanced Certification and Career Preparation Lab.

There were no questions or comments from the committee.

It was moved by M. Anderson to approve, A. Sharp seconded. The motion carried.

B. Full Program Review

Business Division

Computer Information Systems: Business Information Worker Certificate of Achievement; Business Programming Certificate of Achievement Computer Systems Applications Certificate of Achievement; and Computer User Support Specialist Certificate of Achievement were presented for program revisions.

There were no questions or comments from the committee.

It was moved by M. Chaban to approve, R. Donegan seconded. The motion carried.

Industry and Technology Division

Automotive Technology: Automotive Engine Management Certificate of Accomplishment was presented as a new program proposal.

There were no questions or comments from the committee.

It was moved by M. Anderson to approve, J. Minei seconded. The motion carried.

C. **Consent Agenda Proposals**

It was moved by M. Chaban, seconded by C. Striepe, that the committee approve the 28 consent agenda proposals. The motion carried.

IV. VICE PRESIDENT'S REPORT

Vice President of Academic Affairs – J. Shankweiler

J. Shankweiler reported that the contract for DigArc, the new catalog and curriculum management software, was approved at the May 21 Board Meeting. Funding from Guided Pathways will be used to purchase the software. The implementation timeline will be determined over the summer and Chair Young and Advisor Plum will keep the CCC apprised.

V. ANNOUNCEMENTS

- CCC Meeting #7: June 5, 2018 – 2:30-4:30 p.m., DE/Library 166

VI. ADJOURNMENT

Chair Young called for a motion to adjourn the meeting. M. Chaban moved to adjourn, R. Donegan seconded, and the motion carried. Meeting was adjourned at 2:54 p.m.

EL CAMINO COLLEGE

COLLEGE CURRICULUM COMMITTEE

May 22, 2018
Approved Curriculum Changes Proposed for 2019-2020

Course Review

1. Physical Education 7 - Baseball
2. Physical Education 36abc - Off-Season Training for Men's Intercollegiate Football Team
3. Physical Education 221 - Combative Arts and Self Defense
4. Recreation 307 - Camp Counseling: Leadership and Programming
5. Sign Language/Interpreter Training 115 - American Sign Language V
6. Sign Language/Interpreter Training 130 - Deaf Culture

Course Review; Distance Education Online/Hybrid Course Version

1. Business 20 - Business Management
2. Business 29 - Oral Business Communications
3. Supervision 27 - Oral Business Communications

CTE Two-Year Course Review

1. Architecture 158 - Structures Analysis-Timber
2. Computer Aided Design/Drafting 5 - Introduction to Mechanical Drafting
3. Construction Technology 222 - Convenience Hardware
4. Electronics and Computer Hardware Technology 120 - Semiconductor Circuits
5. Electronics and Computer Hardware Technology 124 - Operational Amplifiers and Linear Integrated Circuits
6. Engineering Technology 10A - Principles of Engineering Technology I
7. Engineering Technology 10B - Principles of Engineering Technology II
8. Engineering Technology 14A - Electronics for Engineering Technologists I
9. Engineering Technology 14B - Electronics for Engineering Technologists II
10. Fashion 27 - Fashion Merchandising
11. Machine Tool Technology 2 - Manufacturing Print Reading
12. Machine Tool Technology 40 - Machine Shop Calculations

CTE Two-Year Course Review; Change in Catalog Description

1. Architecture 125 - Building Information Modeling (BIM) II
   Current Status/Proposed Changes
   This course teaches intermediate techniques in Building Information Modeling (BIM) using various architectural ~~Computer Aided Design (CAD) software including Autodesk Revit~~ BIM software. Topics include computer animation, rendering, design analysis and documentation of buildings. Students will create detailed computer models of buildings and generate floor plans, building sections, elevations, details and schedules from the model.

   Recommendation
   This course teaches intermediate techniques in Building Information Modeling (BIM) using various architectural BIM software. Topics include computer animation, rendering, design analysis and documentation of buildings. Students will create detailed computer models of buildings and generate floor plans, building sections, elevations, details and schedules from the model.

2. Electronics and Computer Hardware Technology 122 - Semiconductor Power Devices
   Current Status/Proposed Changes
   This course gives the student an advanced background in solid-state devices such as transistors, Field Effect Transistors (FETs) and Silicon Controlled Rectifiers (SCRs). Practical laboratory experience similar to circuitry, used in the electronics industry, is included.

   Recommendation
   This course gives the student an advanced background in solid-state devices such as transistors, Field Effect Transistors (FETs) and Silicon Controlled Rectifiers (SCRs). Practical laboratory experience similar to circuitry, used in the electronics industry, is included.

3. Engineering Technology 14 - Electronics for Engineering Technologists
   Current Status/Proposed Changes
   In this course, students are introduced to the application of electronics in engineering technology. The topics studied include safety, Ohm's Law, engineering notation, ~~direct current~~ Direct Current (DC) circuits, capacitance, inductance, reactance, impedance, analog and digital waveforms, basic motors, number systems, logic gates, Boolean algebra, flip-flops, shift registers, and micro-processors. Techniques in computer simulation and electrical measurements will be stressed.

   Recommendation
   In this course, students are introduced to the application of electronics in engineering technology. The topics studied include safety, Ohm's Law, engineering notation, Direct Current (DC) circuits, capacitance, inductance, reactance, impedance, analog and digital waveforms, basic motors, number systems, logic gates, Boolean algebra, flip-flops, shift registers, and microprocessors. Techniques in computer simulation and electrical measurements will be stressed.

4. Fashion 1 - Career Opportunities in Fashion
   Current Status/Proposed Changes
   This course surveys career opportunities in the fashion industry, including fashion design and fashion merchandising. Students will explore career choice possibilities in terms of their personality traits and will study the characteristics, technology and global interrelationships of segments of the fashion industry through readings, classroom exercises and industry contacts. Students will ~~prepare a job search packet portfolio, including~~ conduct an interview including the preparation of a resume, cover letter and business cards.

   Recommendation
   This course surveys career opportunities in the fashion industry, including fashion design and fashion merchandising. Students will explore career choice possibilities in terms of their personality traits and will study the characteristics, technology and global interrelationships of segments of the fashion industry through readings, classroom exercises and industry contacts. Students will conduct an interview including the preparation of a resume, cover letter and business cards.

5. Fashion 4 - Computer Fashion Illustration
   Current Status/Proposed Changes
   This course introduces the use of illustration (vector) and photo-editing (raster) software ~~(for example:~~ Adobe Illustrator and Adobe Photoshop~~)~~ to sketch, illustrate and design apparel ~~and~~ flats and marketing material for fashion. Students will design and develop logos, hang tags, dressed croquis, apparel sketches, and mood boards for fashion advertising.

   Recommendation
   This course introduces the use of illustration (vector) and photo-editing (raster) software Adobe Illustrator and Adobe Photoshop to sketch, illustrate and design apparel flats and marketing material for fashion. Students will design and develop logos, hang tags, dressed croquis, apparel sketches, and mood boards for fashion advertising.

6. Fashion 28 - Visual Merchandising
   Current Status/Proposed Changes
   In this course, students are introduced to the basic concepts, techniques~~,~~ and planning procedures for the visual approach to selling merchandise. Current methods of visual merchandising are discussed including the use of mannequins, signage~~,~~ and marketing, as well as store planning and layout.

   Recommendation
   In this course, students are introduced to the basic concepts, techniques and planning procedures for the visual approach to selling merchandise. Current methods of visual merchandising are discussed including the use of mannequins, signage and marketing, as well as store planning and layout.

7. Welding 10A - Introduction to Shielded Metal Arc Welding (SMAW)
   Current Status/Proposed Changes
   This course is ~~designed for the beginning student. Students~~ an introductory course where students will develop manipulative skills using ~~the oxy-gas and~~ the Shielded Metal Arc Welding (SMAW) processes. Emphasis is placed on safety procedures, use of manual and semi-automatic welding equipment, welding techniques, electrodes and joints. ~~Practical aspects of Flux Core Arc Welding (FCAW) process will be introduced.~~

   Recommendation
   This course is an introductory course where students will develop manipulative skills using the Shielded Metal Arc Welding (SMAW) processes. Emphasis is placed on safety procedures, use of manual and semi-automatic welding equipment, welding techniques, electrodes and joints.

8. Welding 10B - Intermediate Shielded Metal Arc Welding (SMAW)
   Current Status/Proposed Changes
   This course is designed for the intermediate student. Students will enhance their skills by developing their technique in the open root process using Shielded Metal Arc Welding (SMAW) electrodes. The course emphasizes the theory and practice of joint preparation, Complete Joint Penetration (CJP)~~,~~ and various cover pass processes including semi-automatic ~~arc~~ welding theory.

   Recommendation
   This course is designed for the intermediate student. Students will enhance their skills by developing their technique in the open root process using Shielded Metal Arc Welding (SMAW) electrodes. The course emphasizes the theory and practice of joint preparation, Complete Joint Penetration (CJP) and various cover pass processes including semi-automatic welding theory.

9. Welding 10C - Advanced Certification and Career Preparation Lab
   Current Status/Proposed Changes
   This advanced level welding lab is third of a series specifically designed for students to refine their welding skills in E7018 electrodes used in structural steel Shielded Metal Arc Welding (SMAW~~), Flux Core Arc Welding (FCAW), and E6010 electrodes used~~ in ~~open root welding of ferrous metals in~~ the vertical (3G) and overhead (4G) position. This class prepares the student for the American Welding Society (AWS) practical examination required to obtain the Los Angeles City license for structural steel. Taken in succession, this course prepares students to advance to level III ~~in American Welding Society (AWS) national~~ in AWS national skill standards.

   Recommendation
   This advanced level welding lab is third of a series specifically designed for students to refine their welding skills in E7018 electrodes used in structural steel Shielded Metal Arc Welding (SMAW) in the vertical (3G) and overhead (4G) position. This class prepares the student for the American Welding Society (AWS) practical examination required to obtain the Los Angeles City license for structural steel. Taken in succession, this course prepares students to advance to level III in AWS national skill standards.

CTE Two-Year Course Review; Change in Conditions of Enrollment (Pre/Corequisite, Recommended Preparation or Enrollment Limitation)

1. Architecture 121 – Building Information Modeling I
   Current Status/Proposed Changes
   ~~Recommended Preparation: Architecture 119~~

   Recommendation
   (Remove Recommended Preparation)

2. Construction Technology 230 - Cabinet Making Lab
   Current Status/Proposed Changes
   Prerequisite: Construction Technology 200 or 201 or 202 or 203 with a minimum grade of C in prerequisite or concurrent enrollment

   Recommendation
   Prerequisite: Construction Technology 200 or 201 or 202 or 203 with a minimum grade of C in prerequisite or concurrent enrollment

CTE Two-Year Course Review; Changes in Catalog Description, Descriptive Title

Current Status/Proposed Changes

1. Computer Information Systems 140 - ~~Data Communications~~ Introduction to Networks Cisco 1

   This course introduces students to fundamental networking concepts and technologies. Students will learn the skills necessary to plan and implement small networks across a range of applications. The course uses concepts of both hardware and software in order to understand principles of communication theory. This class is technically oriented and will prepare students for industry certification.
   Note: This course is semester one in the Cisco Networking Academy program (Preparation for CCNA Certification).

   Recommendation
   Computer Information Systems 140 - Introduction to Networks Cisco 1

   This course introduces students to fundamental networking concepts and technologies. Students will learn the skills necessary to plan and implement small networks across a range of applications. The course uses concepts of both hardware and software in order to understand principles of communication theory. This class is technically oriented and will prepare students for industry certification.
   Note: This course is semester one in the Cisco Networking Academy program (Preparation for CCNA Certification).

CTE Two-Year Course Review; Changes in Catalog Description, Descriptive Title, Grading Method

Current Status/Proposed Changes

1. Computer Information Systems 142 - ~~Local Area Network (LAN) Switching and Wireless~~ Scaling Networks Cisco 3
   Grading Method: ~~Both~~ Letter

   This course provides an understanding of how switches are interconnected and configured to provide network access to Local Area Network users. It also provides instruction on how to integrate wireless devices into Local Area Networks. This course is technically oriented and will prepare students for industry certification.
   Note: This course is semester three in the Cisco Networking Academy program. (Preparation for the CCNA Certification).
   ~~*Note: Letter grade or pass/no pass option.*~~

   Recommendation
   Computer Information Systems 142 - Scaling Networks Cisco 3
   Grading Method: Letter

   This course provides an understanding of how switches are interconnected and configured to provide network access to Local Area Network users. It also provides instruction on how to integrate wireless devices into Local Area Networks. This course is technically oriented and will prepare students for industry certification.
   Note: This course is semester three in the Cisco Networking Academy program. (Preparation for the CCNA Certification).

2. Computer Information Systems 143 - ~~Accessing the WAN~~ Connecting Networks Cisco 4
   Grading Method: ~~Both~~ Letter

   This course provides a fundamental understanding of WAN (Wide Area Network) networking concepts and a wide range of network technologies. Instruction will be given on several WAN technologies, including PPP (Point to Point), frame relay, and related topics, such as access control list, network address translation, and virtual private networks.
   Note: This course is semester four in the Cisco Networking Academy program. (Preparation for CCNA Certification).
   ~~*Note: Letter grade or pass/no pass option.*~~

   Recommendation
   Computer Information Systems 143 - Connecting Networks Cisco 4
   Grading Method: Letter

This course provides a fundamental understanding of WAN (Wide Area Network) networking concepts and a wide range of network technologies. Instruction will be given on several WAN technologies, including PPP (Point to Point), frame relay, and related topics, such as access control list, network address translation, and virtual private networks.
Note: This course is semester four in the Cisco Networking Academy program. (Preparation for CCNA Certification).

CTE Two-Year Course Review; Distance Education Review

1. Construction Technology 160 - Business and Legal Aspects of Contracting

Inactivate Course

1. Sign Language/Interpreter Training 200 - Principles of Sign Language Interpreting
2. Sign Language/Interpreter Training 240 - Interpreting Practicum

Certificate Review

1. Computer Information Systems: Business Information Worker Certificate of Achievement

New Certificate

1. Automotive Technology: Automotive Engine Management Certificate of Accomplishment

Certificate Requirements		**Units**
ATEC 21	Introduction to Engine Performance	2
ATEC 22A	Introduction to Engine Performance, Electrical and Fuel Systems	8
or		
ATEC 23	Major Tune-up and Emission Controls	4
and		
ATEC 24	Fuel Systems and Emissions	4
Total Units: 10		

Change in Certificate; Course Requirements

1. Computer Information Systems: Business Programming Certificate of Achievement

Certificate Requirements		
Required Core: ~~15~~ 9 units		**Units**
CIS 13	Computer Information Systems	3
CIS 18	Systems Analysis and Design	3
CIS 19	Internet, Social Networking, and the Web	3
~~CIS 28~~	~~Database Management using Microsoft Access~~	~~3~~
~~CIS 30~~	~~Introduction to eCommerce~~	~~3~~

~~**7 units from**~~ **Select one of the following groups of courses: 13 units**

CIS 16	Application Development and Programming Using Visual Basic.Net	3
CIS 28	Database Management using Microsoft Access	3
CIS 30	Introduction to eCommerce	3
CIS 134	ASP.NET with C# Business Web Programming	4
or		
CIS 84	MySQL Database Programming for the Web	3
CIS 132	Web Development using HTML5, CSS3, and WordPress	3
CIS 133	Mashup JavaScript, jQuery and AJAX	4
CIS 136	Building Mobile Apps	3

Total Units: 22

2. Computer Information Systems: Computer User Support Specialist Certificate of Achievement

Certificate Requirements		**Units**
CIS 11	Help Desk Operations	3
CIS 13	Computer Information Systems	3
~~CIS 26~~	~~Using Microsoft Excel~~	~~3~~
CIS 28	Database Management using Microsoft Access	3
CIS 40	Personal Computer ~~Operations~~ Support and Networking	3
BUS 28	Written Business Communications	3
BUS 29	Oral Business Communications	3
BUS 60A	Microcomputer Keyboarding I	1

Total Units: 19

Change in Certificate; Descriptive Course Title

1. Computer Information Systems: Computer Systems Applications Certificate of Achievement

Certificate Requirements		
Required Core: 15 units		**Units**
CIS 13	Computer Information Systems	3
CIS 18	Systems Analysis and Design	3
CIS 19	Internet, Social Networking, and the Web	3
CIS 26	Using Microsoft Excel	3
CIS 28	Database Management using Microsoft Access	3
Programming: 3-4 units		
CIS 16	Application Development and Programming Using Visual Basic.Net	3
CIS 133	Mashup JavaScript, jQuery and AJAX	4
CIS 134	ASP.NET with C# Business Web Programming	4
CIS 136	Building Mobile Apps	3

User Support: 3 units

CIS 11	Help Desk Operations	3
CIS 30	Introduction to ~~Electronic Commerce~~ eCommerce	3
CIS 40	Personal Computer ~~Operations~~ Support and Networking	3

Total Units: 21-22