

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
May 8, 2018

CALL TO ORDER

Meeting called to order at 2:33 p.m. by Chair Young.

Recorder: C. Escutia

Members:

Present: M. Anderson, M. Chaban, R. Davis, R. Donegan, R. Ekimyan, D. Eldanaf, |
L. Houske, J. Minei, R. Miranda, D. Roman, A. Sharp, C. Striepe

Absent: E. French-Preston, J. Shankweiler

Ex-Officio Members:

Present: L. Clowers, A. Osanyinpeju, L. Plum, L. Suekawa,

Absent: I. Castro, L. Young

Guests: W. Cox, L. Linka

I. APPROVAL OF MINUTES

Minutes of April 24, 2018, were approved via email by the College Curriculum Committee on May 3, 2018.

II. CHAIR'S REPORT

College Curriculum Committee Chair – J. Young

Chair Young thanked the Committee for their review and acknowledged J. Minei for his work as the Faculty Standard Review representative for today's meeting. The Standard Review representative for the May 22 meeting is C. Striepe, and A. Sharp is scheduled for the June 5 meeting. Chair Young reminded the committee that she provides individual training for Standard Review representatives upon request.

Chair Young reported that the Academic Senate has completed a first reading of the revisions to the Credit by Exam Policy based the CCC's recommendations. She will keep the Committee updated.

Chair Young noted that Business 28 was being removed from today's agenda. L. Suekawa recommended changes to the outline so that it could be submitted for Area A3, Critical Thinking on the CSUGE pattern. The Division will bring this course back for review at the June 5 Clean-Up meeting.

III. CURRICULUM ADVISOR'S REPORT

Curriculum Advisor – L. Plum

L. Plum reported that an email was sent out requesting the Fall 2018 curriculum plans from each division. The email also included the course review cycle that is being maintained by the Curriculum Office and is used to determine out-of-compliance courses. Ballots will be mailed out for voting for CCC Chair. The ballots are due back May 22 for the announcement of the next chair at the June 5 meeting.

IV. CURRICULUM REVIEW

A. Full Course Review

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

1. Art 142 (ART 142)
2. Astronomy 13 (ASTR 13)
3. Business 74 (BUS 74)
4. Music 190B (MUSI 190B)
5. Music 190C (MUSI 190C)
6. Music 190D (MUSI 190D)
7. Music 290 (MUSI 290)

B. Full Program Review

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

1. Air Conditioning and Refrigeration: Energy Efficiency Certificate of Accomplishment
2. Business Management: Business Fundamentals Certificate of Accomplishment
3. Business Marketing: Marketing Certificate of Achievement
4. Communication Studies Certificate of Achievement
5. Computer Information Systems: Cybersecurity Certificate of Achievement
6. Dance A.A. Degree

C. Consent Agenda Proposals

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

1. Art 143 (ART 143)
2. Art 217 (ART 217)
3. Automotive Technology 81 (ATEC 81)
4. Business 36 (BUS 36)
5. Computer Information Systems 18 (CIS 18)
6. Computer Information Systems 28 (CIS 28)
7. Computer Information Systems 80 (CIS 80)
8. Computer Information Systems 122 (CIS 122)
9. Computer Information Systems 141 (CIS 141)
10. Computer Science 14 (CSCI 14)
11. Computer Science 16 (CSCI 16)
12. Dance 140 (DANC 140)
13. Dance 240 (DANC 240)
14. Law 20 (LAW 20)
15. Photography 206ab (PHOT 206ab)

CURRICULUM DISCUSSION

A. Full Course Review

Business Division

Business 74 was presented as a new course. M. Chaban suggested changing the descriptive title from Digital Marketing to New Media Marketing to better align with the UC and CSU courses of the same content. The title change was approved by the committee with no further questions or comments.

It was moved by J. Minei to approve, R. Donegan seconded. The motion carried.

Fine Arts Division

Music 190B Applied Music II; Music 190C Applied Music III; Music 190D Applied Music IV; and Music 290 Intermediate Applied Music/Individual Lessons were presented for course review.

Art 142 Digital Imaging Fundamentals was presented for CTE 2-year review.

There were no comments or questions from the committee.

It was moved by C. Striepe to approve, L. Houske seconded. The motion carried.

Natural Sciences Division

Astronomy 13 Astronomical Optics was presented for course review. This course was brought back for a formal motion to approve.

It was moved by A. Sharp to approve, R. Ekimyan seconded. The motion carried.

B. Full Program Review

Business Division

Business Management: Business Fundamentals Certificate of Accomplishment and Computer Information Systems: Cybersecurity Certificate of Achievement were presented as new programs.

Business Marketing: Marketing Certificate of Achievement was presented for revisions.

The Computer Information Systems A.S. Degree and Computer Information Systems: CISCO Networking Administration Certificate of Achievement were both tabled for the June 5 meeting, as additional information was needed.

There were no comments or questions from the committee.

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

Fine Arts Division

The Communication Studies Certificate of Achievement was presented for reactivation. Dance A.A. degree was presented for a revision.

There were no comments or questions from the committee.

It was moved by J. Minei to approve, L. Houske seconded. The motion carried.

Industry and Technology Division

Air Conditioning and Refrigeration: Energy Efficiency Certificate of Accomplishment was presented as a new program.

There were no comments or questions from the committee.

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

C. Consent Agenda Proposals

Chair Young tabled Business 28 to the June 5 meeting, as L. Suekawa recommended changes to the outline so that it could be submitted for Area A3, Critical Thinking on the CSUGE pattern.

It was moved by A. Sharp, seconded by C. Striepe, that the committee approve the 15 consent agenda proposals. The motion carried.

V. COLLEGE CURRICULUM COMMITTEE TRAINING

Chair Young showed the CCC a sample course outline from DigArc and mentioned that we will customize the forms to meet our needs.

Chair Young presented the revised Credit by Exam Action form that is now posted on the CCC website under "Resources." She also reported that Form 4, Proposal for New Certificate or Revision to Existing Certificate for Credit Programs and Form 5, Proposal for New Major or Revision to Existing Major are being revised to include all required information on the template including course sequence (all submissions) and labor market data and Advisory Committee minutes (CTE only). This was necessitated because of the problems in CurriCUNET requiring us to revert to a paper submission process for degrees and certificates. Chair Young is asking that all faculty make sure they use the updated form when submitting degrees and certificates in the fall.

VI. VICE PRESIDENT'S REPORT - No Report

VII. ANNOUNCEMENTS

- CCC Meeting #6: May 22, 2018 – 2:30-4:30 p.m., DE/Library 166

VIII. ADJOURNMENT

Chair Young called for a motion to adjourn the meeting. M. Chaban moved to adjourn, D. Roman seconded, and the motion carried. Meeting was adjourned at 3:03 p.m.

EL CAMINO COLLEGE
COLLEGE CURRICULUM COMMITTEE

May 8, 2018

Approved Curriculum Changes Proposed for 2019-2020

New Course

1. Business 74 - New Media Marketing
Units: 3.0 Lecture Hours: 3.0 Lab hours: 0 Faculty Load: 20.00%
Recommended Preparation: English 82 and English B
Grading Method: Letter
Credit Status: Associate Degree Credit
Proposed CSU Transfer

This course focuses on the application of technologies when marketing to consumers and businesses. Emphasis is placed on the use of mobile technologies, apps, and websites to support strategic business goals. Content marketing, email marketing, search engine marketing, and social media are covered as part of an integrated online marketing campaign. The course also examines how digital marketing integrates with traditional marketing techniques.

Course Review

1. Art 217 - Life Drawing I
2. Computer Science 14 - Computer Programming in Python for Computer Science
3. Computer Science 16 - Assembly Language Programming for x86 (IBM PC) Processors
4. Dance 140 - Jazz Dance I
5. Dance 240 - Jazz Dance II

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

1. Music 190B - Applied Music II
Current Status/Proposed Changes
Prerequisite: ~~Music 190A~~ and Music 101 ~~with a minimum grade of C in prerequisite~~ or concurrent enrollment and Music 190A
Corequisite: Music 103A

Recommendation

Prerequisite: Music 101 or concurrent enrollment and Music 190A

2. Music 190C - Applied Music III
Current Status/Proposed Changes
Prerequisite: ~~Music 190B~~ and Music 103A ~~with a minimum grade of C in prerequisite or concurrent enrollment and Music 190B~~
Corequisite: ~~Music 103B~~

Recommendation

Prerequisite: Music 103A or concurrent enrollment and Music 190B

3. Music 190D - Applied Music IV
Current Status/Proposed Changes
Prerequisite: ~~Music 190C~~ and Music 103B ~~with a minimum grade of C in prerequisite or concurrent enrollment and Music 190C and Music 215A or concurrent enrollment or Music 215B or concurrent enrollment~~
Corequisite: ~~Music 203~~
Recommended Preparation: ~~Music 215A or Music 215B~~

Recommendation

Prerequisite: Music 103B or concurrent enrollment and Music 190C and Music 215A or concurrent enrollment or Music 215B or concurrent enrollment

4. Music 290 - Intermediate Applied Music/Individual Lessons
Current Status/Proposed Changes
Prerequisite: Music 190D and Music 203 ~~with a minimum grade of C in prerequisite or concurrent enrollment and Music 215A or concurrent enrollment or Music 215B or concurrent enrollment~~
Corequisite: ~~Music 215A or Music 215B~~

Recommendation

Prerequisite: Music 190D and Music 203 or concurrent enrollment and Music 215A or concurrent enrollment or Music 215B or concurrent enrollment

Course Review; Changes in Catalog Description, Conditions of Enrollment (Pre/Corequisite, Recommended Preparation or Enrollment Limitation), Transfer Status

1. Astronomy 13 - Astronomical Optics
Current Status/Proposed Changes
Recommended Preparation: Astronomy 20 or Astronomy 20H or Astronomy 25 or Astronomy 25H with a minimum grade of ~~B~~ C or equivalent; Mathematics 73 or Mathematics 80
Transfer CSU
Proposed Transfer UC

In this course, the student will be introduced to principles of astronomical optics. The student will apply those principles to the design, fabrication, and use of a telescope, which will be tested under the night sky. Primary mirrors will be ground, smoothed, polished, and figured by hand. Extensive testing will be done in the optical shop. Optics and optical testing theories will be presented. Students will design and build a custom optical tube assembly and telescope mount.

Note: Students pay a minimum cost of ~~\$250~~ \$375 for a completed telescope.

Recommendation:

Recommended Preparation: Astronomy 20 or Astronomy 20H or Astronomy 25 or Astronomy 25H with a minimum grade of C or equivalent; Mathematics 73 or Mathematics 80

Transfer CSU

Proposed Transfer UC

In this course, the student will be introduced to principles of astronomical optics. The student will apply those principles to the design, fabrication, and use of a telescope, which will be tested under the night sky. Primary mirrors will be ground, smoothed, polished, and figured by hand. Extensive testing will be done in the optical shop. Optics and optical testing theories will be presented. Students will design and build a custom optical tube assembly and telescope mount.

Note: Students pay a minimum cost of \$375 for a completed telescope.

CTE Two-Year Course Review

1. Art 143 - Digital Publishing Fundamentals
2. Business 36 - New Venture Creation
3. Computer Information Systems 18 - Systems Analysis and Design
4. Computer Information Systems 28 - Database Management Using Microsoft Access
5. Computer Information Systems 80 - Database Programming
6. Computer Information Systems 122 - Ethical Hacking
7. Law 20 - Paralegal Seminar
8. Photography 206ab - Advanced Photojournalism

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

Current Status/Proposed Changes

1. Art 142 - Digital ~~Photography~~ Imaging Fundamentals

This course is an introduction to the processes, principles, and tools of digital ~~photography~~ imaging. Topics include the development of technical and aesthetic skills, elements of design and composition, overview of digital camera technology, digital photography software, image manipulation, and contemporary trends in photography.

Recommendation

Art 142 - Digital Imaging Fundamentals

This course is an introduction to the processes, principles, and tools of digital imaging. Topics include the development of technical and aesthetic skills, elements of design and composition, overview of digital camera technology, digital photography software, image manipulation, and contemporary trends in photography.

2. Computer Information Systems 141 - ~~Networking Microcomputers~~ Routing and Switching Essentials Cisco 2

In this course, students will develop an understanding of how a router learns about remote networks and determines the best path to those networks. This course includes both static routing and dynamic routing protocols. Students will become familiar with the terminology and technology used to design and build local and wide area networks. The course will also focus on routing protocols and concepts.

Note: This course is semester two in the Cisco Networking Academy program. (Preparation for the CCNA Certification.)

Recommendation

Computer Information Systems 141 - Routing and Switching Essentials Cisco 2

In this course, students will develop an understanding of how a router learns about remote networks and determines the best path to those networks. This course includes both static routing and dynamic routing protocols. Students will become familiar with the terminology and technology used to design and build local and wide area networks. The course will also focus on routing protocols and concepts.

Note: This course is semester two in the Cisco Networking Academy program. (Preparation for the CCNA Certification.)

CTE Two-Year Course Review; Changes in Catalog Description, Conditions of Enrollment (Pre/Corequisite, Recommended Preparation or Enrollment Limitation), Transfer Status

1. Automotive Technology 81 - Automotive Air Conditioning

Current Status/Proposed Changes

Recommended Preparation: Automotive Technology 1 and Automotive Technology 22B or Automotive Technology 25 and Automotive Technology 26 and English A

Transfer CSU

Proposed UC Transfer

~~This course introduces refrigeration principles, system component functions and proper testing procedures as they apply to automotive air conditioning. The course stresses collecting data, resulting in accurate diagnosis, repair, and service.~~ covers the theory and operation, diagnosis, service, and repair of automotive heating, ventilation, and air conditioning systems.

Recommendation

Recommended Preparation: Automotive Technology 1 and Automotive Technology 22B or Automotive Technology 25 and Automotive Technology 26 and English A

Transfer CSU

Proposed UC Transfer

This course covers the theory and operation, diagnosis, service, and repair of automotive heating, ventilation, and air conditioning systems.

Change in Major; Course Requirements

1. Dance AA Degree

Current Status/Proposed Changes

Major Requirements

Required Courses

Units

Theory: 10 units

DANC 103	History of Dance in the 20th Century	3
DANC 105	Music for Dance	2
<u>DANC 120A</u>	<u>Beginning Ballet A</u>	<u>2</u>
<u>DANC 120B</u>	<u>Beginning Ballet B</u>	<u>2</u>
<u>DANC 130A</u>	<u>Beginning Modern Dance A</u>	<u>2</u>
<u>DANC 130B</u>	<u>Beginning Modern Dance B</u>	<u>2</u>
DANC 170	Improvisation	2
<u>DANC 171A</u>	<u>Beginning Choreography A</u>	<u>2</u>
<u>DANC 171B</u>	<u>Beginning Choreography B</u>	<u>2</u>
DANC 250	Pilates Mat Class	3

Choreography: 4 units

DANC 271A	Intermediate Choreography A	2
DANC 271B	Intermediate Choreography B	2

Ballet Technique: 6 units

DANC 220A	Intermediate Ballet A	2
DANC 221	Ballet Variations	2

Modern Dance Technique: 4 units

DANC 230A	Intermediate Modern Dance A	2
DANC 220B	Intermediate Ballet B	2

or

DANC 230B	Intermediate Modern Dance B	2
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Performance: 4 units

DANC 183ab*	Dance Workshop Ensemble	4
DANC 287ab**	Concert Dance Ensemble	1

or

DANC 289ab	Advanced Dance Theatre	1
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Electives: 2 units

DANC 110	Beginning Dance	2
DANC 140***	Jazz Dance I	2
DANC 161	Tap Dance I – Beginning	1
DANC 162	Hip Hop Dance	2
DANC 164	World Dance	1
DANC 165	African Dance	1
DANC 167	Social and Ballroom Dance	1
DANC 168	Latin Social Dance	2
<u>DANC 221</u>	<u>Ballet Variations</u>	<u>2</u>
DANC 240***	Jazz Dance II	2
<u>DANC 250</u>	<u>Pilates Mat Class</u>	<u>3</u>
DANC 261	Tap Dance II – Intermediate	2
DANC 262	Commercial Dance	2
DANC 265	Intermediate African Dance	2
DANC 268	Intermediate Latin Social Dance	2
<u>DANC 271B</u>	<u>Intermediate Choreography B</u>	<u>2</u>
Total Units: 30		

New Certificates

1. Air Conditioning and Refrigeration: Energy Efficiency Certificate of Accomplishment

Certificate Requirements	Units
ACR 21 Air Conditioning Fundamentals	4
or	
ACR 22 Basic Refrigeration	4
ACR 25 Energy Efficient Residential, Commercial and Industrial Air Conditioning	4
ACR 27 Heating Technologies	4
ACR 30 Electric Controls	2
Total Units: 14	

2. Business Management: Business Fundamentals Certificate of Accomplishment

Certificate Requirements	Units
BUS 20 Business Management	3
BUS 22 Human Relations in Organizations	3
BUS 29 Oral Business Communications	3
CIS 13 Computer Information Systems	3
Total Units: 12	

3. Computer Information Systems: Cybersecurity Certificate of Achievement

Certificate Requirements	Units
AJ 142 Introduction to Digital Evidence	3
CIS 13 Computer Information Systems	3

CIS 40	Personal Computer Support and Networking	3
CIS 119	Introduction to Computer Security	3
CIS 120	Computer Forensics	3
CIS 121	Cybersecurity Programming	3
CIS 122	Ethical Hacking	3
CIS 137	Computer Networking Fundamentals	3
Total Units: 24		

Change in Certificate; Catalog Program Description, Course Requirements, Total Units

1. Business: Marketing Certificate of Achievement

Current Status/Proposed Changes

~~The program is designed to provide students with the opportunity to obtain a degree or certificate in marketing. The student will explore opportunities in the marketing field, acquire basic marketing terminology, applying marketing concepts to the role of marketing in society and in the business firm, and balance factors that influence marketing decision making in the global economy. Students completing this degree will have developed skills and competencies in the marketing field. Students looking to pursue a career in marketing, advertising, product management, sales, brand management, or publicity will benefit from learning the principles of successfully marketing a product to consumers and businesses. Competency will be measured by examinations, projects, and case problems.~~

Certificate Requirements		Units
BUS 1A	Financial Accounting	4
or		
BUS 11	Accounting for Small Business	3
BUS 12	Advertising	3
or		
BUS 24	Small Business Entrepreneurship	3
and		
BUS 14	Marketing	3
BUS 22	Human Relations in Organizations	3
BUS 25	Introduction to Business	3
BUS 27	Effective English for Business	3
or		
BUS 28	Written Business Communications	3
and		
BUS 29	Oral Business Communications	3
LAW 5	Business Law	3
<u>BUS 74</u>	<u>New Media Marketing</u>	<u>3</u>
Total Units: 24-25 <u>15</u>		

Reactivate Certificate; Change in Certificate; Catalog Program Description, Course Requirements, Total Units

1. Communications Studies Certificate of Achievement
Current Status/Proposed Changes

The Certificate of Achievement in Communication Studies is designed to enhance a student’s ability to communicate in academic and professional settings while fulfilling some of the most desired skills required by employers including public speaking, cultural understanding and diversity, listening skills, conflict management, effective group communication and persuasion.

Students majoring in fields that require strong communication skills may use certification in Communication Studies as a foundation that can be used in any career path, increasing one's preparation for employment and transferability to a university.

A Certificate of Achievement will be granted upon completion of all program requirements. At least 12 units must be completed at El Camino College.

Certificate Requirements

Required Core:

	Units
COMS 100 Public Speaking	3
<u>and or</u>	
COMS 130 <u>Interpersonal Communication</u>	<u>3</u>
<u>or</u>	
COMS 140 Small Group Communication	3
<u>and</u>	
COMS 120 <u>Argumentation and Debate</u>	<u>3</u>

Elective Units A minimum of 9 units from the following:

COMS 99 Independent Study	1 3
COMS 120 Argumentation and Debate	3
COMS 130 Interpersonal Communication	3
COMS 250 Oral Interpretation of Literature	3
COMS 260 Introduction to Intercultural Communication	3
COMS 265 Mass Communication	3
COMS 270 Organizational Communication	3
COMS 275 <u>Gender Communication</u>	<u>3</u>
COMS 290abcd Forensics—Winter Events	2
COMS 292abcd Forensics—Individual Events	2
COMS 293abcd Forensics—Team Events	2

Total Units: ~~17~~ 15