

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
February 26, 2019

CALL TO ORDER

Meeting called to order at 2:31 p.m. by Chair Young.

Recorder: C. Escutia

Members:

Present: M. Anderson, C. Cervantes, M. Chaban, W. Cox, R. Donegan, R. Ekimyan, D. Eldanaf,
M. Lipe, J. Minei, R. Miranda, J. Shankweiler, C. Striepe

Absent: E. French-Preston, C. Glover

Ex-Officio Members:

Present: L. Plum, L. Suekawa

Absent: L. Clowers, A. Osanyinpeju, L. Young

Guests: D. Breckheimer, L. Justice, S. Kushigemachi, L. Linka

1. APPROVAL OF MINUTES

The minutes of December 4, 2018, were approved via email by the College Curriculum Committee on January 9, 2019.

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

Chair Young welcomed the committee back for the spring semester. She stated that work on Acalog (the online catalog) is complete and the launch date for the 2019-2020 catalog will be announced soon. She explained that work continued during the winter break, which included preparing for the data transfer and reviewing forms and processes. Chair Young noted that work on Curriculog will begin very soon, and if things go as smoothly as they did with Acalog, we should be ready to use Curriculog in fall.

Chair Young informed the committee that R. Davis has retired and announced that W. Cox is the new Dean's Representative to the committee. She also thanked R. Minei for serving on the Standard Review Committee for this meeting.

3. CURRICULUM REVIEW

A. Full Course Review

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

1. English 1 (ENGL 1)
2. Physical Education 10B (PE 10B)
3. Welding 45 (WELD 45)

B. Full Program Review

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

1. History A.A. Degree
2. History AA-T Degree

C. Consent Agenda Proposals

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

1. English 1A (ENGL 1A)
2. English 1AH (ENGL 1AH)
3. English 1AS (ENGL 1AS)
4. English 80 (ENGL 80)
5. English 82 (ENGL 82)
6. English 84 (ENGL 84)
7. English A (ENGL A)
8. English AR (ENGL AR)
9. English AW (ENGL AW)
10. English B (ENGL B)
11. English C (ENGL C)
12. English RWA (ENGL RWA)
13. English RWE (ENGL RWE)
14. English as a Second Language 53C (ENGL 53C)
15. History 145 (HIST 145)
16. History 175 (HIST 175)
17. History 176 (HIST 176)
18. History 178 (HIST 178)
19. History 183 (HIST 183)
20. History 184 (HIST 184)
21. History 190 (HIST 190)
22. Non-credit English as a Second Language 53C (NESL 53C)
23. Physical Education 6abc (PE 6abc)
24. Physical Education 46abc (PE 46abc)
25. Physical Education 81abc (PE 81abc)
26. Physical Education 86abc (PE 86abc)
27. Physical Education 106abc (PE 106abc)
28. Physical Education 272 (PE 272)

CURRICULUM DISCUSSION

A. Full Course Review

Chair Young made an adjustment to the agenda. She explained that Fashion 48, Math 67 and Math 110 were tabled and will be reviewed at the March 12 meeting. She explained to the committee that after a discussion among the curriculum advisor and the division, and because the course was revised so extensively, that English RWE will be inactivated and replaced with a new course, English 1. The CCC had already reviewed and approved the content of this course. In order to move the course forward, the new course proposal for ENGL 1 will be reviewed and discussed in “real time” at the meeting.

Health Sciences & Athletics Division

PE 10B - Intermediate Body Conditioning and Physical Fitness was presented as a new course proposal.

It was moved by M. Lipe, seconded by C. Striepe, that the committee approve the Health Sciences & Athletics course proposal. The motion carried.

It was moved by M. Lipe, seconded by C. Striepe, that the committee approve the Health Sciences & Athletics course delivery method. The motion carried.

It was moved by M. Lipe, seconded by C. Striepe, that the committee approve the Health Sciences & Athletics conditions of enrollment. The motion carried.

Humanities Division

English 1 - Integrated Reading and Writing was presented as a new course proposal.

It was moved by C. Striepe, seconded by J. Minei, that the committee approve the Humanities course proposal. The motion carried.

It was moved by C. Striepe, seconded by J. Minei, that the committee approve the Humanities course delivery method. The motion carried.

It was moved by C. Striepe, seconded by J. Minei, that the committee approve the Humanities conditions of enrollment. The motion carried.

Industry & Technology Division

Welding 45 - Structural Fabrication was presented for CTE two-year review.

It was moved by M. Anderson, seconded by C. Cervantes, that the committee approve the Industry and Technology course proposal. The motion carried.

It was moved by M. Anderson, seconded by C. Cervantes, that the committee approve the Industry and Technology course delivery method. The motion carried.

It was moved by M. Anderson, seconded by C. Cervantes, that the committee approve the Industry and Technology conditions of enrollment. The motion carried.

B. Full Program Review

Behavioral & Social Sciences

The History A.A. degree and History AA-T degree were presented for program revision.

It was moved by C. Cervantes, seconded by M. Lipe, that the committee approve the program revision proposals. The motion carried.

C. Consent Agenda Proposals

It was moved by R. Ekimyan, seconded by M. Lipe, that the committee approve the 28 consent agenda proposals. The motion carried.

It was moved by R. Ekimyan, seconded by M. Lipe, that the committee approve the consent agenda course delivery methods. The motion carried.

It was moved by R. Ekimyan, seconded by M. Lipe, that the committee approve the consent agenda conditions of enrollment. The motion carried.

4. COLLEGE CURRICULUM COMMITTEE TRAINING

Chair Young provided a brief overview of AB705 regulations pointing out the major tenets which are to: 1) increase the numbers of students who enter and complete transfer level English and math/quantitative reasoning in one year; 2) minimize the disproportionate impact on students created through inaccurate placement processes; 3) remove any references to placement tests in the catalog and replace them with “or appropriate assessment”; 4) assess students based on high school GPA or course completion; and 5) provide support courses and other strategies for student success for those who choose to take college level math or English courses.

Chair Young acknowledged the yeoman efforts by the Math and English faculty, deans, AB705 Committee, ITS, and the curriculum office to comply with these regulations in order to meet the fall 2019 deadline.

Chair Young stated that often times faculty are not aware of the process for submitting a course. She noted there are times when a faculty member entered a course in CurricUNET and mistakenly thought it is working its way through the system. She reminded the committee that if a course is listed in CurricUNET as “pending,” it is as though the course is sitting in a desk drawer until it is formally “launched.” Although the new CurricUNET system will help with this, Chair Young reminded the committee of the process and stated that any new courses must go through a review by the Curriculum Advisor early in the process to determine if the course meets Title 5 regulations and is viable for the campus. The Dean must be apprised and the Division Curriculum Committee must approve the proposal. The proposal must also appear on the Division Plan that is submitted each fall and spring. If a course is to be reviewed out of cycle (six years for academic courses and two years for CTE), the Dean must submit a formal memo and compelling documentation to the Curriculum Advisor requesting extenuating circumstances. The request will be reviewed, and if approved, a submission date will be assigned.

Chair Young explained that the courses in CurricUNET are accessible as read only. She asked that faculty check to see if there is anything in CurricUNET that needs attention and send an email to Chair Young about it.

J. Shankweiler recommended that CCC Reps meet with their respective deans prior to and after each CCC meeting to keep them apprised of CCC actions and relevant information.

D. Breckheimer mentioned that there had been a discussion of moving to a three-digit numbering system for transfer level courses. J. Shankweiler agreed that this is a worthwhile project that will be entertained in the future.

5. VICE PRESIDENT’S REPORT: No report was given.

6. ANNOUNCEMENTS

- CCC Meeting #2: March 12, 2019 – 2:30-4:30 p.m., DE/Library 166

7. ADJOURNMENT

Chair Young called for a motion to adjourn the meeting. M. Chaban moved to adjourn, J. Minei seconded, and the motion carried. Meeting adjourned at 3:13 p.m.

Approved Curriculum Changes Proposed for 2019-2020

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	HEAL	PE 6abc - Off-Season Training for Men's Intercollegiate Baseball Team	Course Review	2/26/2019
Course Review	HEAL	PE 46abc - Off-Season Training for Men's Intercollegiate Golf Team	Course Review	2/26/2019
Course Review	HEAL	PE 81abc - Off-Season Training for Men's Intercollegiate Volleyball Team	Course Review	2/26/2019
Course Review	HEAL	PE 86abc - Off-Season Training for Men's Intercollegiate Water Polo Team	Course Review	2/26/2019
Course Review	HEAL	PE 106abc - Off-Season Training for Women's Intercollegiate Basketball Team	Course Review	2/26/2019
Course Review	HEAL	PE 272 - Care and Prevention of Athletic Injuries	Course Review	2/26/2019
Course Review	HUMA	ENGL 1A - Reading and Composition	Course Review; Change to conditions of enrollment	2/26/2019
Course Review	HUMA	ENGL 1AH - Honors Reading and Composition	Course Review; Change to conditions of enrollment	2/26/2019
Course Review	HUMA	ENGL 1AS - Reading and Composition Support	Course Review; Changes to catalog description; conditions of enrollment	2/26/2019
Course Review	HUMA	ENGL 80 - Basic Language Skills	Course Review; Change to conditions of enrollment	2/26/2019
Course Review	HUMA	ENGL 82 - Introduction to Reading Skills	Course Review; Change to conditions of enrollment	2/26/2019
Course Review	HUMA	ENGL 84 - Developmental Reading and Writing	Course Review; Change to conditions of enrollment	2/26/2019
Course Review	HUMA	ENGL A - Writing the College Essay	Course Review; Change to conditions of enrollment	2/26/2019
Course Review	HUMA	ENGL B - Introduction to College Writing	Course Review; Change to conditions of enrollment	2/26/2019
Course Review	HUMA	ESL 53C - Advanced Essay Writing and Grammar	Course Review; Change to catalog description	2/26/2019
Course Review	HUMA	NESL 53C - Non-credit Advanced Essay Writing and Grammar	Course Review; Changes to catalog description; transfer status	2/26/2019
Course Review	MATH	MATH 73 - Intermediate Algebra for General Education	Course Review; Changes to catalog description; conditions of enrollment	12/4/2018
Course Review	MATH	MATH 80 - Intermediate Algebra for Science, Technology, Engineering, and Mathematics	Course Review; Changes to catalog description; conditions of enrollment	12/4/2018
CTE 2-year Review	ITEC	WELD 45 - Structural Fabrication	CTE 2-year Review: Changes to catalog description; conditions of enrollment	2/26/2019

Approved Curriculum Changes Proposed for 2019-2020

Inactivation	BSSC	HIST 145 - History of World Religions	Inactivation	2/26/2019
Inactivation	BSSC	HIST 175 - History of Asian Civilizations to 1600	Inactivation	2/26/2019
Inactivation	BSSC	HIST 176 - History of Asian Civilizations from 1600 to the Present	Inactivation	2/26/2019
Inactivation	BSSC	HIST 178 - History of China	Inactivation	2/26/2019
Inactivation	BSSC	HIST 183 - Introduction to African History, Prehistory to 1885	Inactivation	2/26/2019
Inactivation	BSSC	HIST 184 - Introduction to African History, 1885 to the Present	Inactivation	2/26/2019
Inactivation	BSSC	HIST 190 - History of the Middle East	Inactivation	2/26/2019
Inactivation	HUMA	ENGL AR - Accelerated Reading: Skills to Analysis	Inactivation	2/26/2019
Inactivation	HUMA	ENGL AW - Accelerated Writing: Paragraph to Essay	Inactivation	2/26/2019
Inactivation	HUMA	ENGL C - Basic English Skills	Inactivation	2/26/2019
Inactivation	HUMA	ENGL RWA - Integrated Reading and Writing	Inactivation	2/26/2019
Inactivation	HUMA	ENGL RWE - Integrated Reading and Writing Enhanced	Inactivation	2/26/2019
New Course	HEAL	PE 10B - Intermediate Body Conditioning and Physical Fitness	New Course	2/26/2019
New Course	HUMA	ENGL 1 - Integrated Reading and Writing	New Course	2/26/2019
Program Revision	BSSC	History AA Degree	Program revision; Change to course requirements	2/26/2019
Program Revision	BSSC	History AA-T Degree	Program revision; Change to course requirements	2/26/2019