

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
June 4, 2019

CALL TO ORDER

Meeting called to order at 2:36 p.m. by Chair Young.

Recorder: C. Escutia

Members:

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

Absent: W. Cox, R. Ekimyan, E. French-Preston, C. Glover, J. Shankweiler

Ex-Officio Members:

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

Absent: A. Osanyinpeju, L. Young

Guests: J. Meredith, S. Warren, C. Wells

1. APPROVAL OF MINUTES

The minutes of May 21, 2019, were approved via email by the College Curriculum Committee (CCC) on May 31, 2019.

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

Chair Young began by thanking the CCC for reviewing the proposals prior to the meeting and submitting their comments. She then recapped the work of the CCC over this past academic year which included the launch of the Online Catalog on May 9, a review of our processes and forms, the completion of eight design meetings with Curriculog, revisions to the Bylaws, and approval of a revised Distance Education Addendum. The CCC also reviewed and approved 20 new courses, 296 course revisions, 9 new certificates/programs, 8 certificate/program revisions, 194 Distance Education addenda (Expansion Project), 19 inactivations and 1 reactivation. This volume of work is testament to the hard work and dedication of everyone involved in the curriculum process.

Chair Young stated that Curriculog will be operational in fall and that training will be conducted in summer and fall for the new system. She noted that she, W. Cox, and J. Minei will be attending the four-day Curriculum Institute in July. Chair Young also noted that trainings for DCC members (as required per CCC bylaws), will be offered at Fall Flex Day.

3. CURRICULUM REVIEW

A. Full Course Review

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

1. Communication Studies 180 (COMS 180)
2. Computer Information Systems 13 (CIS 13)
3. Computer Information Systems 28 (CIS 28)
4. Computer Information Systems 140 (CIS 140)
5. Computer Information Systems 141 (CIS 141)
6. Computer Information Systems 142 (CIS 142)
7. Computer Information Systems 143 (CIS 143)
8. Physical Education 273 (PE 273)
9. Cosmetology 4 (COSM 4)
10. Cosmetology 6 (COSM 6)
11. Fire and Emergency Technology 74 (FTEC 74)
12. Fire and Emergency Technology 75 (FTEC 75)
13. Fire and Emergency Technology 76 (FTEC 76)
14. Fire and Emergency Technology 77 (FTEC 77)
15. Fire and Emergency Technology 78 (FTEC 78)
16. Fire and Emergency Technology 110A (FTEC 110A)
17. Fire and Emergency Technology 110B (FTEC 110B)
18. Fire and Emergency Technology 110C (FTEC 110C)
19. Fire and Emergency Technology 113A (FTEC 113A)
20. Fire and Emergency Technology 113B (FTEC 113B)

B. Full Program Review

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

1. Business/Office Administration: Office Administration A.S. Degree
2. Business/Office Administration: Office Applications Specialist Certificate of Achievement
3. Computer Information Systems: Business Programming Certificate of Achievement
4. Computer Information Systems A.S. Degree
5. PE/Kinesiology: Athletic Coaching Certificate of Accomplishment
6. PE/Kinesiology: Athletic Coaching Certificate of Achievement
7. PE/Kinesiology: Health and Wellness Certificate of Achievement
8. PE/Kinesiology: Recreation Aquatics Specialist Certificate of Achievement

CURRICULUM DISCUSSION

A. Full Course Review

Business Division

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

CIS 13 Computer Information Systems
CIS 28 Database Management Using Microsoft Access
CIS 140 Introduction to Networks Cisco 1

CIS 141 Routing and Switching Essentials Cisco 2
CIS 142 Scaling Networks Cisco 3
CIS 143 Connecting Networks Cisco 4

It was moved by M. Chaban, seconded by R. Donegan, that the committee approve the course proposals. The motion carried.

It was moved by M. Chaban, seconded by R. Donegan, that the committee approve the course delivery methods. The motion carried.

It was moved by M. Chaban, seconded by R. Donegan, that the committee approve the conditions of enrollment. The motion carried.

Fine Arts Division

COMS 180 - Data-Driven Persuasion was presented as a new course proposal. The designation of math equivalency on the A.A./A.S. degree patterns was removed so the issue may be studied further. Since this course is being forwarded for approval for CSU transfer and CSU/IGETC general education patterns, there will be time to bring the course back to add the math competency designation once the issues have been resolved.

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

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

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

Health Sciences and Athletics Division

PE 273 - Theory of Coaching was presented as a new course proposal.

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

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

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

Industry and Technology Division

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

COSM 4 Cosmetology Practicum

COSM 6 Cosmetology Client Lab

FTEC 74 General Administrative Functions for Company Officers (Company Officer 2B)

FTEC 75 Fire Inspections and Investigation for Company Officers (Company Officer 2C)
FTEC 76 All-Risk Command Operations for Company Officers (Company Officer 2D)
FTEC 77 Wildland Operations for Company Officers (Company Officer 2E)
FTEC 78 Instructional Methodology (Instructor I)
FTEC 110A Fire Inspector 1A
FTEC 110B Fire Inspector 1B
FTEC 110C Fire Inspector 1C
FTEC 113A Fire Apparatus Driver/Operator-Pumping Apparatus (Driving)
FTEC 113B Fire Apparatus Driver/Operator-Pumping Apparatus (Pumping)

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

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

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

B. Full Program Review

Business Division

The following were presented for program revision:

Business/Office Administration: Office Administration A.S. Degree
Business/Office Administration: Office Applications Specialist Certificate of Achievement
Computer Information Systems: Business Programming Certificate of Achievement
Computer Information Systems A.S. Degree

It was moved by M. Chaban, seconded by R. Donegan, that the committee approve the program revisions. The motion carried.

Health Sciences and Athletics Division

Chair Young noted that the Nursing degrees were removed from the agenda because of concerns by the articulation officer that the requirements exceed A.S. degree requirements. The degree will be reviewed again by the CCC in fall.

The following were presented for new program proposals:

PE/Kinesiology: Athletic Coaching Certificate of Accomplishment
PE/Kinesiology: Athletic Coaching Certificate of Achievement
PE/Kinesiology: Health and Wellness Certificate of Achievement
PE/Kinesiology: Recreation Aquatics Specialist Certificate of Achievement

It was moved by M. Lipe, seconded by R. Donegan, that the committee approve the new program proposals. The motion carried.

4. VICE PRESIDENT’S REPORT: Vice President of Academic Affairs – J. Shankweiler

No report.

5. RECOGNITIONS:

Chair Young was delighted to announce that M. Anderson, M. Chaban, J. Minei, and C. Striepe will remain on the CCC for another three-year term. She also recognized the following members who will be leaving the CCC and acknowledged their service to the College. Certificates of Appreciation were presented to R. Donegan from Natural Sciences and to E. French-Preston, A. Osanyinpeju, R. Ekimyan from the Compton campus.

6. ANNOUNCEMENTS

- Fall 2019 CCC Meeting #1: September 10, 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, R. Donegan seconded, and the motion carried. Meeting was adjourned at 2:57 p.m.

Approved Curriculum Changes Proposed for 2020-2021

| Modification Type | Division | Course/Program Information | Rationale/Action | Curriculum Committee Approval Date |
|-------------------|----------|--|--|------------------------------------|
| CTE 2-Year Review | BUSI | CIS 13 Computer Information Systems | CTE 2-Year Review; Changes to conditions of enrollment; units; Added new DE version (hybrid) | 6/4/2019 |
| CTE 2-Year Review | BUSI | CIS 28 Database Management Using Microsoft Access | CTE 2-Year Review; Change to lab hours; Added new DE version (online, hybrid) | 6/4/2019 |
| CTE 2-Year Review | BUSI | CIS 140 Introduction to Networks Cisco 1 | CTE 2-Year Review; Change to lab hours; Added new DE version (hybrid) | 6/4/2019 |
| CTE 2-Year Review | BUSI | CIS 141 Routing and Switching Essentials Cisco 2 | CTE 2-Year Review; Change to lab hours; Added new DE version (hybrid) | 6/4/2019 |
| CTE 2-Year Review | BUSI | CIS 142 Scaling Networks Cisco 3 | CTE 2-Year Review; Change to lab hours; Added new DE version (hybrid) | 6/4/2019 |
| CTE 2-Year Review | BUSI | CIS 143 Connecting Networks Cisco 4 | CTE 2-Year Review; Change to lab hours; Added new DE version (hybrid) | 6/4/2019 |
| CTE 2-Year Review | ITEC | COSM 4 Cosmetology Practicum | CTE 2-Year Review; Change to units | 6/4/2019 |
| CTE 2-Year Review | ITEC | COSM 6 Cosmetology Client Lab | CTE 2-Year Review | 6/4/2019 |
| CTE 2-Year Review | ITEC | FTEC 74 General Administrative Functions for Company Officers (Company Officer 2B) | CTE 2-Year Review; Changes to conditions of enrollment | 6/4/2019 |
| CTE 2-Year Review | ITEC | FTEC 75 Fire Inspections and Investigation for Company Officers (Company Officer 2C) | CTE 2-Year Review; Changes to conditions of enrollment | 6/4/2019 |
| CTE 2-Year Review | ITEC | FTEC 76 All-Risk Command Operations for Company Officers (Company Officer 2D) | CTE 2-Year Review | 6/4/2019 |
| CTE 2-Year Review | ITEC | FTEC 77 Wildland Operations for Company Officers (Company Officer 2E) | CTE 2-Year Review; Changes to conditions of enrollment | 6/4/2019 |
| CTE 2-Year Review | ITEC | FTEC 78 Instructional Methodology (Instructor I) | CTE 2-Year Review | 6/4/2019 |
| CTE 2-Year Review | ITEC | FTEC 110A Fire Inspector 1A | CTE 2-Year Review; Changes to conditions of enrollment; descriptive title | 6/4/2019 |

Approved Curriculum Changes Proposed for 2020-2021

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|-------------------|------|--|---|----------|
| CTE 2-Year Review | ITEC | FTEC 110B Fire Inspector 1B | CTE 2-Year Review; Change to descriptive title | 6/4/2019 |
| CTE 2-Year Review | ITEC | FTEC 110C Fire Inspector 1C | CTE 2-Year Review; Changes to descriptive title; lecture hours; units | 6/4/2019 |
| CTE 2-Year Review | ITEC | FTEC 113A Fire Apparatus Driver/Operator-Pumping Apparatus (Driving) | CTE 2-Year Review | 6/4/2019 |
| CTE 2-Year Review | ITEC | FTEC 113B Fire Apparatus Driver/Operator-Pumping Apparatus (Pumping) | CTE 2-Year Review; Changes to conditions of enrollment | 6/4/2019 |
| New Course | FINE | COMS 180 Data-Driven Persuasion | New Course | 6/4/2019 |
| New Course | HEAL | PE 273 Theory of Coaching | New Course | 6/4/2019 |
| New Program | HEAL | Kinesiology: Athletic Coaching Certificate of Accomplishment | New Program | 6/4/2019 |
| New Program | HEAL | Kinesiology: Athletic Coaching Certificate of Achievement | New Program | 6/4/2019 |
| New Program | HEAL | Kinesiology: Health and Wellness Certificate of Achievement | New Program | 6/4/2019 |
| New Program | HEAL | Kinesiology: Recreation Aquatics Specialist Certificate of Achievement | New Program | 6/4/2019 |
| Program Revision | BUSI | Computer Information Systems A.S. Degree | Program Revision; Changes to course requirements; units | 6/4/2019 |
| Program Revision | BUSI | CIS: Business Programming Certificate of Achievement | Program Revision; Changes to course requirements; units | 6/4/2019 |
| Program Revision | BUSI | Office Administration A.S. Degree | Program Revision; Changes to course requirements; title; units | 6/4/2019 |
| Program Revision | BUSI | Office Administration: Office Applications Specialist Certificate of Achievement | Program Revision; Changes to course requirements; title; units | 6/4/2019 |