

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
March 12, 2019

CALL TO ORDER

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

Recorder: C. Escutia

Members:

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

Absent: R. Ekimyan, M. Lipe, E. French-Preston,

Ex-Officio Members:

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

Absent: A. Osanyinpeju, L. Young

Guests: L. Linka

1. APPROVAL OF MINUTES

The minutes of February 26, 2019, were approved via email by the College Curriculum Committee (CCC) on March 4, 2019.

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

Chair Young thanked the committee for approving the minutes from the March 7 meeting.

Chair Young noted that all proposals for today's meeting were reviewed as Full Review proposals and explained that the seven proposals scheduled for the March 26 meeting fall under Standard Review. Therefore, aside from M. Lipe, the Standard Review Rep for the next meeting, CCC members will not be receiving any proposals.

Chair Young explained the Distance Education Expansion Project, which is designed for divisions who wish to offer a course via distance education, but the course is not scheduled for review. Faculty are to complete the *Distance Education Addendum for Expansion Project* form, have the action approved by their DCC, and submit the addendum with their other curriculum this semester. Chair Young noted that C. Escutia emailed the instructions and form to CCC members, division deans, and associate deans on February 28. This information is also available on the CCC website at www.elcamino.edu/academics/ccc under Resources and Forms. Once Board approved, the courses may be offered in spring 2020.

Next, Chair Young presented a PowerPoint explaining that the eight-hour limit for flex credit for voting CCC members has been lifted. The presentation included a review of all the categories related to curriculum and how to submit them in the new system, Cornerstone. The PowerPoint presentation was emailed to all CCC members along with today's agenda.

Finally, Chair Young reminded CCC members to work with their deans and DCCs to get all course review proposals submitted this semester so that the college remains in compliance.

3. CURRICULUM REVIEW

A. Full Course Review

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

1. Education 101 (EDU 101)
2. Education 201 (EDU 201)
3. Fashion 48 (FASH 48)
4. Fire and Emergency Technology 3 (FTEC 3)
5. Human Development 101 (HDEV 101)
6. Human Development 105 (HDEV 105)
7. Mathematics 23 (MATH 23)
8. Mathematics 40 (MATH 40)
9. Mathematics 67 (MATH 67)
10. Mathematics 73 (MATH 73)
11. Mathematics 80 (MATH 80)
12. Mathematics 110 (MATH 110)
13. Mathematics 115 (MATH 115)
14. Mathematics 120 (MATH 120)
15. Non-Credit Human Development 101 (NHDV 101)
16. Non-Credit Human Development 105 (NHDV 105)

B. Full Program Review

The committee approved the following program, which is ready for final action:

1. History: Ethnic Studies A.A. Degree

CURRICULUM DISCUSSION

A. Full Course Review

Behavioral and Social Sciences Division

The following courses were presented for course review:

Education 101 - Introduction to the Field of Education

Education 201 - Foundations in Education

Human Development 101 - Orientation to College and Educational Planning

Human Development 105 - Career and Life Planning

The following courses were presented as new course proposals:

Non-credit Human Development 101 - Non-credit Orientation to College and Educational Planning

Non-credit Human Development 105 - Non-credit Career and Life Planning

It was moved by C. Glover, seconded by C. Striepe, that the committee approve the Behavioral and Social Sciences course proposals. The motion carried.

It was moved by C. Glover, seconded by C. Striepe, that the committee approve the Behavioral and Social Sciences course delivery methods. The motion carried.

It was moved by C. Glover, seconded by C. Striepe, that the committee approve the Behavioral and Social Sciences conditions of enrollment. The motion carried.

Industry and Technology Division

Fashion 48 - Fashion Styling was presented as a new course proposal.

Fire and Emergency Technology 3 - Fundamentals of Personal Fire Safety and Survival 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 proposals. The motion carried.

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

Mathematics Division

The following courses were presented for course review in order to revise the conditions of enrollment resulting from AB 705.

Mathematics 23 - Pre-Algebra

Mathematics 40 - Elementary Algebra

Mathematics 73 - Intermediate Algebra for General Education

Mathematics 80 - Intermediate Algebra for Science, Technology, Engineering, and Mathematics

Mathematics 110 - Structures and Concepts in Mathematics

Mathematics 115 – Probability and Statistics for Prospective Elementary School Teachers

Mathematics 120 - Nature of Mathematics

It was moved by C. Striepe, seconded by R. Donegan, that the committee approve the Mathematics course proposals. The motion carried.

Mathematics 67 - General Education Algebra required further clarification, which resulted in an additional revision to the conditions of enrollment.

It was moved by M. Chaban, seconded by J. Minei, that the committee approve the Mathematics 67 course proposal. The motion carried.

B. Full Program Review

Behavioral & Social Sciences Division

The Ethnic Studies A.A. degree was presented for program review.

It was moved by C. Cervantes, seconded by C. Glover, that the committee approve the Behavioral and Social Sciences program proposal. The motion carried.

4. CCC BYLAWS - First Reading

The CCC participated in a first reading of the College Curriculum Committee Bylaws. The main changes included removing mentions of Compton, and adding the Registrar and the Distance Education Coordinator as ex-officio members. The second reading of the bylaws will be conducted at the March 26, 2019 meeting. Once approved, they will be presented to the Academic Senate as an information item.

5. DISTANCE EDUCATION ADDENDUM - Second Reading

The CCC participated in a second reading of the Distance Education Addendum. The suggestions from the Distance Education Committee and the CCC were incorporated into this version. The suggestions for additional changes included revising the definitions to match definitions presented by the Chancellor's Office Distance Education Advisory Committee and other minor changes. These changes will be implemented once they are finalized at the state level. Chair Young reminder the CCC that this will be an electronic form, so any formatting issues will be resolved.

6. CURRICULUM ADVISOR'S REPORT: Curriculum Advisor – L. Plum

The first introductory call regarding Curriculog is scheduled for March 14. L. Plum requested that CCC members email her with any suggestions or questions so that any issues can be addressed as early as possible while the system is being built.

7. VICE PRESIDENT'S REPORT: Vice President of Academic Affairs – J. Shankweiler

No report was given

8. ANNOUNCEMENTS

- CCC Meeting #3: March 26, 2019 – 2:30-4:30 p.m., DE/Library 166

9. ADJOURNMENT

Chair Young called for a motion to adjourn the meeting. M. Chaban moved to adjourn, C. Glover seconded, and the motion carried. Meeting was adjourned at 3:52 p.m.

Approved Curriculum Changes Proposed for 2019-2020

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	BSSC	EDU 101 - Introduction to the Field of Education	Course Review; Change to catalog description; added new hybrid version	3/12/2019
Course Review	BSSC	EDU 201 - Foundations in Education	Course Review; Change to catalog description; added new hybrid version	3/12/2019
Course Review	BSSC	HDEV 101 - Orientation to College and Educational Planning	Course Review; Added new hybrid version	3/12/2019
Course Review	BSSC	HDEV 105 - Career and Life Planning	Course Review; Added new hybrid version	3/12/2019
Course Review	MATH	MATH 23 - Pre-Algebra	Course Review; Change to conditions of enrollment	3/12/2019
Course Review	MATH	MATH 40 - Elementary Algebra	Course Review; Change to conditions of enrollment	3/12/2019
Course Review	MATH	MATH 67 - General Education Algebra	Course Review; Changes to catalog description; conditions of enrollment; lecture hours; lab hours; units	3/12/2019
Course Review	MATH	MATH 73 - Intermediate Algebra for General Education	Course Review; Change to conditions of enrollment	3/12/2019
Course Review	MATH	MATH 80 - Intermediate Algebra for Science, Technology, Engineering, and Mathematics	Course Review; Change to conditions of enrollment	3/12/2019
Course Review	MATH	MATH 110 - Structures and Concepts in Mathematics	Course Review; Changes to catalog description; conditions of enrollment	3/12/2019
Course Review	MATH	MATH 115 - Probability and Statistics for Prospective Elementary School Teachers	Course Review; Change to conditions of enrollment	3/12/2019
Course Review	MATH	MATH 120 - Nature of Mathematics	Course Review; Change to conditions of enrollment	3/12/2019
CTE 2-Year Review	ITEC	FTEC 3 - Fundamentals of Personal Fire Safety and Survival	CTE 2-Year Review; Added new DE/hybrid version	3/12/2019
New Course	BSSC	NHDV 101 - Non-Credit Orientation to College and Educational Planning	New Course	3/12/2019
New Course	BSSC	NHDV 105 - Non-Credit Career and Life Planning	New Course	3/12/2019
New Course	ITEC	FASH 48 - Fashion Styling	New Course	3/12/2019
Program Review	BSSC	History: Ethnic Studies A.A. Degree	Program Review; Change to course requirements	3/12/2019