

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
May 7, 2019

CALL TO ORDER

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

Recorder: C. Escutia

Members:

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

Absent: R. Ekimyan, E. French-Preston, R. Miranda, J. Shankweiler, C. Striepe

Ex-Officio Members:

Present: L. Clowers, L. Plum

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

Guests: L. Linka

1. APPROVAL OF MINUTES

The minutes of April 23, 2019, were approved via email by the College Curriculum Committee (CCC) on May 2, 2019.

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

Chair Young thanked C. Glover for serving as the CCC representative for this meeting. She reminded the committee that they received 27 full review proposals, which included new courses, and that the Standard Review Committee received 52 standard review proposals and a large number of Distance Education Addenda for the May 21 meeting. Chair Young thanked C. Striepe in advance for her work as the Standard Review representative.

Chair Young also reported that R. Williams, Co-Director of the Honors Transfer Program, has advised us that, according to the Honors Transfer Council of California (HTTC), we should not offer Distance Education (DE) versions of honors courses. Any honors course that may have been submitted for DE delivery will be removed from the list. Chair Young asked that CCC members let their deans and DCC members know about this policy.

3. CURRICULUM REVIEW

A. Consent Agenda Proposals

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

1. Administration of Justice 170 (AJ 170)
2. Air Conditioning and Refrigeration 5 (ACR 5)
3. Air Conditioning and Refrigeration 23 (ACR 23)
4. Air Conditioning and Refrigeration 25 (ACR 25)
5. Construction Technology 200 (CTEC 200)
6. Construction Technology 201 (CTEC 201)
7. Construction Technology 202 (CTEC 202)
8. Construction Technology 203 (CTEC 203)
9. Construction Technology 210 (CTEC 210)
10. Construction Technology 211 (CTEC 211)
11. Construction Technology 212 (CTEC 212)
12. Construction Technology 213 (CTEC 213)
13. Construction Technology 220 (CTEC 220)
14. Construction Technology 221 (CTEC 221)
15. Construction Technology 231 (CTEC 231)
16. Contemporary Health 3 (CH 3)
17. Contemporary Health 5 (CH 5)
18. Electronics and Computer Hardware Technology 130 (ECHT 130)
19. Electronics and Computer Hardware Technology 191 (ECHT 191)
20. Physical Education 272 (PE 272)
21. Radiologic Technology A (RTEC A)
22. Radiologic Technology 91 (RTEC 91)
23. Radiologic Technology 93 (RTEC 93)
24. Radiologic Technology 111 (RTEC 111)
25. Radiologic Technology 233 (RTEC 233)
26. Radiologic Technology 244 (RTEC 244)
27. Radiologic Technology 255 (RTEC 255)
28. Respiratory Care 170 (RC 170)
29. Respiratory Care 172 (RC 172)
30. Respiratory Care 292 (RC 292)
31. Respiratory Care 295 (RC 295)
32. Sign Language/Interpreter Training 112 (SLAN 112)

CURRICULUM DISCUSSION

A. Consent Agenda Proposals

It was moved by M. Anderson, seconded by C. Glover, that the committee approve the 32 consent agenda proposals. The motion carried.

It was moved by M. Anderson, seconded by C. Glover, that the committee approve the consent agenda course delivery methods. The motion carried.

It was moved by M. Anderson, seconded by C. Glover, that the committee approve the consent agenda conditions of enrollment. The motion carried.

4. DISTANCE EDUCATION ADDENDUM FINAL READING

Chair Young presented the fourth reading of the Distance Education Addendum. Based on the recommendation of the Registrar and the Director of the Learning Resource Center, the term CMS (Course Management System) was replaced with LMS (Learning Management System). The issue of liability associated with the use of social media had been raised at the last meeting. C. Gold and R. Galbavy of the Distance Education Advisory Committee (DEAC) were consulted. They stated that newer faculty use social media more often and that there are apps available to protect student privacy. Since the use of social media is optional for each instructor, the CCC determined that it should be left on the addendum. A question arose about the use of office hours in the addendum, since part-time faculty are not required to offer office hours, and a discussion ensued. Chair Young decided to bring the question back to DEAC for further review and will present DEAC's recommendations at the May 21 meeting.

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

Marketing & Communications will be announcing on May 8 that the online 2019-2020 Catalog will go-live on Thursday, May 9. If there are any discrepancies found, contact L. Plum. Published updates to the catalog will be made annually, however there will be an addendum in July for courses that were Chancellor-approved in December through March.

6. VICE PRESIDENT'S REPORT: No report

7. ANNOUNCEMENTS

- CCC Meeting #6: May 21, 2019 – 2:30-4:30 p.m., DE/Library 166

8. 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 3:06 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	ITEC	AJ 170 Constitutional Law for Criminal Justice	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	ACR 5 Electrical Applications	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	ACR 23 Commercial Refrigeration Applications	CTE 2-Year Review; Change to catalog description	5/7/2019
CTE 2-Year Review	ITEC	ACR 25 Energy Efficient Residential, Commercial and Industrial Air Conditioning	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	CTEC 200 General Cabinet Making	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	CTEC 201 Upper Residential Cabinets	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	CTEC 202 Base Residential Cabinets	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	CTEC 203 Dedicated Use Cabinets	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	CTEC 210 Furniture Making Laboratory - Interpreting Commercial Plans	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	CTEC 211 Furniture Making Laboratory - Plan Modifications	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	CTEC 212 Furniture Making Laboratory - Developing Original Plans	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	CTEC 213 Furniture Making Laboratory - Building without Plans	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	CTEC 220 Hinging Systems and Doors	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	CTEC 221 Drawer Systems	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	CTEC 231 Intermediate Cabinet Making Lab	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	ECHT 130 Digital Systems and Computer Logic I	CTE 2-Year Review	5/7/2019
CTE 2-Year Review	ITEC	ECHT 191 Introduction to Microprocessors and	CTE 2-Year Review; Change to catalog description	5/7/2019
DE Addendum	HEAL	CH 3 Drugs and Alcohol in Society	Added new DE version (online)	5/7/2019
DE Addendum	HEAL	CH 5 Contemporary Women's Health	Added new DE version (online)	5/7/2019
DE Addendum	HEAL	PE 272 Care and Prevention of Athletic Injuries	Added new DE version (hybrid)	5/7/2019

Approved Curriculum Changes Proposed for 2020-2021

DE Addendum	HEAL	RTEC A Introduction to Radiologic Technology	Added new DE version (online)	5/7/2019
DE Addendum	HEAL	RTEC 91 Radiographic Pathology	Added new DE version (online, hybrid)	5/7/2019
DE Addendum	HEAL	RTEC 93 Venipuncture and Pharmacology for the Radiologic Technologist	Added new DE version (hybrid)	5/7/2019
DE Addendum	HEAL	RTEC 111 Fundamentals of Radiologic Technology	Added new DE version (hybrid)	5/7/2019
DE Addendum	HEAL	RTEC 233 Radiographic Positioning 2	Added new DE version (hybrid)	5/7/2019
DE Addendum	HEAL	RTEC 244 Radiation Physics, Equipment, and Safety	Added new DE version (online, hybrid)	5/7/2019
DE Addendum	HEAL	RTEC 255 Advanced Imaging and Special Procedures	Added new DE version (online, hybrid)	5/7/2019
DE Addendum	HEAL	RC 170 Introduction to Respiratory Care Sciences and the Profession	Added new DE version (online)	5/7/2019
DE Addendum	HEAL	RC 172 Fundamentals of Cardiopulmonary Physiology and Pharmacology in Respiratory Care	Added new DE version (online)	5/7/2019
DE Addendum	HEAL	RC 292 Advanced Clinical Application and Interpretation of Blood Gases	Added new DE version (hybrid)	5/7/2019
DE Addendum	HEAL	RC 295 Pharmacology in Advanced Respiratory Care	Added new DE version (hybrid)	5/7/2019
DE Addendum	HEAL	SLAN 112 American Sign Language II	Added new DE version (online)	5/7/2019