

**EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
October 23, 2018**

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, R. Donegan, D. Eldanaf, M. Lipe, J. Minei,
R. Miranda

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

Ex-Officio Members:

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

Absent: L. Young

Guests: W. Cox, L. Justice, L. Linka, R. Newell

1. **APPROVAL OF MINUTES**

Minutes of October 9, 2018, were approved via email by the College Curriculum Committee on October 23, 2018.

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

Chair Young thanked the committee for approving the minutes and asked that they review and approve them in a timely manner. She thanked C. Striepe for her work on the Standard Review Committee for this meeting and the CCC for their work on the full review proposals. She announced that C. Striepe has agreed to serve as Chair pro tempore for this semester. Chair Young then told the committee to expect a large number of proposals for the November 20 meeting. These courses will be sent to the CCC on November 1 and will include new courses and two certificates from the Business Division and several math support courses required for compliance with AB705.

3. **CURRICULUM REVIEW**

A. Full Course Review

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

1. Administration of Justice 106 (AJ 106)
2. Administration of Justice 142 (AJ 142)
3. Fashion 15 (FASH 15)
4. Fire and Emergency Technology 10 (FTEC 10)
5. Italian 21 (ITAL 21)
6. Italian 22 (ITAL 22)

7. Non-credit English as a Second Language 03C (NESL 03C)
8. Non-credit English as a Second Language 03D (NESL 03D)
9. Physical Education 61abc (PE 61abc)
10. Physical Education 87abc (PE 87abc)
11. Welding 28 (WELD 28)
12. Welding 29 (WELD 29)

B. Consent Agenda Proposals

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

1. Anthropology 12(ANTH 12)
2. Child Development 126 (CDEV 126)
3. Child Development 129 (CDEV 129)
4. Child Development 130 (CDEV 130)
5. Child Development 131 (CDEV 131)
6. Child Development 152 (CDEV 152)
7. Child Development 154 (CDEV 154)
8. Child Development 165 (CDEV 165)
9. Computer Aided Design/Drafting 28 (CADD 28)
10. Computer Aided Design/Drafting 32 (CADD 32)
11. Computer Aided Design/Drafting 33 (CADD 33)
12. Computer Aided Design/Drafting 37 (CADD 37)
13. History 110 (HIST 110)
14. History 111 (HIST 111)
15. History 128 (HIST 128)
16. Physical Education 2 (PE 2)
17. Physical Education 253 (PE 253)
18. Sociology 112 (SOCI 112)
19. Welding 40C (WELD 40C)

CURRICULUM DISCUSSION

A. Full Course Review

Health Sciences & Athletics Division

PE 61abc Off-Season Training for Women’s Intercollegiate Soccer Team and PE 87abc Women’s Intercollegiate Water Polo Team were presented for course review. A change was made to the catalog description for PE 87abc. There were no comments or questions from the committee.

It was moved by M. Lipe, seconded by J. Minei, that the committee approve the Health Sciences & Athletics course proposals. The motion carried.

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

Humanities Division

ITAL 21 Beginning Conversational Italian, ITAL 22 Intermediate Conversational Italian, NESL 03C Reading and Writing Level III and NESL 03D Reading and Writing Level IV were presented for course review. ITAL 22 and NESL 03C had minor changes made to the catalog description. There were no comments or questions from the committee.

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

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

Industry & Technology Division

AJ 106 Criminal Justice Recruitment and Selection, FASH 15 Beginning Fashion Illustration, FTEC 10 Hazardous Materials, and WELD 29 Blueprint Reading were presented for CTE two-year review. AJ 106 had changes made to the catalog description and descriptive title. FTEC 10 had changes made to the catalog description and conditions of enrollment.

AJ 142 Introduction to Digital Evidence was presented for CTE two-year review, distance education review, and the addition of a hybrid course version.

WELD 28 American Welding Society (AWS) D1.1 Certification Test Preparation was presented for CTE two-year review. Changes were made to the conditions of enrollment and a new distance education/hybrid course version was added.

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

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

It was moved by M. Lipe, seconded by J. Minei, that the committee approve the Industry and Technology conditions of enrollment. The motion carried.

B. Consent Agenda Proposals

It was moved by M. Chaban, seconded by M. Lipe, that the committee approve the 19 consent agenda proposals. The motion carried.

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

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

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

L. Plum gave a preview of the new online catalog, which is in the final stages. DigArc has converted the information from the hard copy catalog into a digital format. Navigational links will allow for easy access to obtain information about course descriptions, degree and certificate requirements, and other important information. If needed, the system will allow for some customization to meet specific needs. The curriculum management system will integrate with the online catalog, which will reduce manual labor and create a shorter timeframe for updates.

5. **VICE PRESIDENT'S REPORT**

No report

6. **ANNOUNCEMENTS**

- CCC Meeting #5: November 6, 2018 – 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 was adjourned at 3:10 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 2 - Walking for Fitness	Course Review	10/23/2018
Course Review	HEAL	PE 61abc - Off-Season Training for Women's Intercollegiate Soccer Team	Course Review	10/23/2018
Course Review	HEAL	PE 87abc - Women's Intercollegiate Water Polo Team	Course Review; Change to catalog description	10/23/2018
Course Review	HEAL	PE 253 - Volleyball	Course Review	10/23/2018
Course Review	HUMA	ITAL 21 - Beginning Conversational Italian	Course Review	10/23/2018
Course Review	HUMA	ITAL 22 - Intermediate Conversational Italian	Course Review; Change to catalog description	10/23/2018
Course Review	HUMA	NESL 03C - Reading and Writing Level III	Course Review; Change to catalog description	10/23/2018
Course Review	HUMA	NESL 03D - Reading and Writing Level IV	Course Review	10/23/2018
Course/DE Review	BSSC	HIST 110 - The African American in the United States to 1877	Course/DE Review	10/23/2018
Course/DE Review	BSSC	HIST 111 - The Africa American in the United States from 1877 to Present	Course/DE Review	10/23/2018
Course/DE Review	BSSC	HIST 128 - History of California	Course/DE Review	10/23/2018
Course/DE Review	BSSC	SOCI 112 - Introduction to Criminology	Course/DE Review	10/23/2018
CTE 2-year Review	ITEC	AJ 106 - Criminal Justice Recruitment and Selection	CTE 2-year Review; Changes to catalog description; descriptive title	10/23/2018
CTE 2-year Review	ITEC	CADD 28 - Parametric Three Dimensional (3D) Modeling and Assemblies	CTE 2-year Review	10/23/2018
CTE 2-year Review	ITEC	CADD 32 - Product Modeling with CATIA	CTE 2-year Review	10/23/2018
CTE 2-year Review	ITEC	CADD 33 - Analyses and Simulations with CATIA	CTE 2-year Review	10/23/2018

Approved Curriculum Changes Proposed for 2019-2020

CTE 2-year Review	ITEC	CADD 37 - Advanced CATIA Functions	CTE 2-year Review	10/23/2018
CTE 2-year Review	ITEC	FASH 15 - Beginning Fashion Illustration	CTE 2-year Review	10/23/2018
CTE 2-year Review	ITEC	FTEC 10 - Hazardous Materials	CTE 2-year Review; Changes to catalog description; conditions of enrollment	10/23/2018
CTE 2-year Review	ITEC	WELD 28 - American Welding Society (AWS) D1.1 Certification Test Preparation	CTE 2-year Review; Change to conditions of enrollment; Added new DE/Hybrid version	10/23/2018
CTE 2-year Review	ITEC	WELD 29 - Blueprint Reading	CTE 2-year Review	10/23/2018
CTE 2-year Review	ITEC	WELD 40C - Advanced Gas Tungsten Arc Welding (GTAW) Skills Lab	CTE 2-year Review; Change to catalog description	10/23/2018
CTE 2-year/DE Review	BSSC	CDEV 126 - Child Development Practicum II	CTE 2-year/DE Review	10/23/2018
CTE 2-year/DE Review	BSSC	CDEV 129 - Introduction to Program Administration	CTE 2-year/DE Review	10/23/2018
CTE 2-year/DE Review	BSSC	CDEV 130 - Principles of Program Administration	CTE 2-year/DE Review	10/23/2018
CTE 2-year/DE Review	BSSC	CDEV 131 - Supervising and Mentoring Adults	CTE 2-year/DE Review	10/23/2018
CTE 2-year/DE Review	BSSC	CDEV 152 - Curriculum and Strategies for Children with Special Needs	CTE 2-year/DE Review	10/23/2018
CTE 2-year/DE Review	BSSC	CDEV 165 - Autism, ADHD, Physical and Health Impairments	CTE 2-year/DE Review	10/23/2018
CTE 2-year/DE Review	ITEC	AJ 142 - Introduction to Digital Evidence	CTE 2-year /DE Review; Added hybrid DE version	10/23/2018
Inactivation	BSSC	ANTH 12 - Ancient Civilizations of the Old World	Inactivation	10/23/2018
Inactivation	BSSC	CDEV 154 - Role and Responsibilities of the Special Education Assistant	Inactivation	10/23/2018