

**EL CAMINO COLLEGE  
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE  
October 9, 2018**

**CALL TO ORDER**

Meeting called to order at 2:35 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, J. Shankweiler, C. Striepe

*Absent:* R. Davis, R. Ekimyan, E. French-Preston, C. Glover

**Ex-Officio Members:**

*Present:* A. Osanyinpeju, L. Plum, L. Suekawa, L. Young

*Absent:* L. Clowers

**Guests:** W. Cox, L. Justice, L. Linka, T. Miller

1. **APPROVAL OF MINUTES**

Minutes of September 25, 2018, were approved via email by the College Curriculum Committee on 10/2/18.

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

Chair Young thanked the CCC Representatives and the clerical support of each division for utilizing the new “paper” process this semester. She reminded the CCC to watch the due dates closely in order to meet all submission deadlines. The timeline is posted on the CCC website.

Chair Young reminded the committee that, if they are inactivating a course, they should also consider the effect on the degrees/certificates. Revisions to degrees or certificates should be submitted with the inactivation, or shortly thereafter, to make sure that the revisions will be included in the 2019-2020 catalog. The forms are posted on the CCC website.

Chair Young also reminded the committee to be mindful of Distance Education versions during the course review process. If faculty wish to add a Distance Education (100% online or Hybrid 51% online with regular scheduled on-campus meetings), they should do it as the course is being reviewed. If the course is already approved for distance education delivery and you think you might want to offer it as a hybrid course in the future, consider adding that option now so you don't have to wait until the next time it is up for review to add the distance education addendum.

Finally, Chair Young mentioned that she will be signing the Annual Course and Program Certification Form, obtaining signatures from the VPAA, Academic Senate President, and CEO/Superintendent and forwarding it to the Chancellor's Office by the end of the week.

3. **CURRICULUM REVIEW**

A. **Consent Agenda Proposals**

The committee reviewed the following high school articulation agreement renewals, which are ready for final action:

1. California Academy of Mathematics and Science
2. DaVinci Science High School
3. El Segundo High School
4. Mira Costa High School
5. Morningside High School
6. Redondo Union High School
7. Torrance High School
8. Torrance Unified School District

**CURRICULUM DISCUSSION**

A. **Consent Agenda Proposals**

Chair Young introduced Tiffany Miller, director of Career Pathways, as she has been working with local schools on the 34 High School/South Bay Consortium Articulation Agreement Renewals presented at the meeting. Chair Young noted that while conducting review of these agreements, M. Lipe noticed some minor discrepancies. Chair Young and Articulation Officer L. Suekawa contacted T. Miller. T. Miller confirmed that the high schools use ECC outlines, and corrections were made to the articulation agreements to make sure they were accurate.

Chair Young reminded the CCC that these articulation agreements mean that students who successfully complete these courses in high schools become eligible to take the credit by exam at ECC to earn credit for the corresponding ECC courses.

It was moved by M. Lipe, seconded by J. Minei, that the committee approve the 34 high school articulation agreements. The motion carried.

4. **CCC ANNUAL CREDIT COURSE AND PROGRAM CERTIFICATION TRAINING: PART TWO**

Chair Young conducted part two of the Annual Credit Course and Program Review Certification Training, which included the credit hour, cooperative work experience, and Title 5 changes to certificates of achievement and accomplishment. She mentioned that the PowerPoint and handouts would be posted under Resources on the CCC website.

5. **VICE PRESIDENT'S REPORT**

Vice President of Academic Affairs – J. Shankweiler

J. Shankweiler commented on the new format for the proposed curriculum changes, which will be presented to the Board on October 15. The new format simplifies the process using a spreadsheet to summarize the proposed changes.

6. **ANNOUNCEMENTS**

- CCC Meeting #4: October 23, 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 3:43 p.m.

Approved Curriculum Changes Proposed for 2019-2020

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Renewal	ITEC	California Academy of Mathematics and Science	Renewed Articulation Agreement - ETEC 10, 10A/B, 12, 12A/B, 14, 14A/B, 15, 15A/B, 16, 16A/B, 18, 18A/B	10/9/2018
Renewal	ITEC	DaVinci Science High School	Renewed Articulation Agreement - ETEC 10, 10A/B, 12, 12A/B, 14, 14A/B, 16, 16A/B, 18, 18A/B	10/9/2018
Renewal	ITEC	El Segundo High School	Renewed Articulation Agreement - ETEC 10, 10A/B, 12, 12A/B, 15, 15A/B, 18, 18A/B	10/9/2018
Renewal	ITEC	Mira Costa High School	Renewed Articulation Agreement - ETEC 10, 15, 15A/B, 18, 18A/B	10/9/2018
Renewal	ITEC	Morningside High School	Renewed Articulation Agreement - ETEC 10, 10A/B, 12, 12A/B, 16, 16A/B, 18, 18A/B	10/9/2018
Renewal	ITEC	Redondo Union High School	Renewed Articulation Agreement - ETEC 10, 10A/B, 12, 12A/B, 14, 14A/B	10/9/2018
Renewal	ITEC	Torrance High School	Renewed Articulation Agreement - ETEC 10, 10A/B, 12, 12A/B, 15, 15A/B, 18, 18A/B	10/9/2018
Renewal	ITEC	Torrance Unified School District	Renewed Articulation Agreement - ETEC 10, 10A/B, 12, 12A/B, 14, 14A/B, 15, 15A/B, 18, 18A/B	10/9/2018