

**EL CAMINO COLLEGE**  
**MINUTES OF THE COLLEGE CURRICULUM COMMITTEE**  
**December 10, 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, D. Eldanaf, B. Halonen, M. Lipe, V. Lloyd,  
J. Minei, R. Miranda, J. Shankweiler, C. Striepe

*Absent:*

**Ex-Officio Members:**

*Present:* L. Clowers, L. Justice, L. Plum, L. Suekawa, M. Wolfenstein

*Absent:* J. Iniguez, L. Young

**Guests:** S. Kushigemachi, L. Linka

**1. APPROVAL OF MINUTES**

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

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

Chair Young thanked the Committee for their comments and suggestions and thanked B. Halonen for serving as the Standard Review Representative for today's meeting. Chair Young reported that after today's meeting, the CCC will have reviewed and approved 118 course reviews, 19 new courses, one new program, 24 program revisions, 37 DE addenda, three reactivations, five inactivations, and one high school articulation agreement, for a total of 208 proposals. She thanked C. Escutia for preparing this report. She also announced the 7<sup>th</sup> edition of the Program and Course Approval Handbook (PCAH) is now available and will be published on the CCC website soon.

Chair Young asked for volunteers for Standard Review Representatives for Spring 2020.

February 25: J. Minei

March 10: V. Lloyd

March 24: C. Cervantes

April 28: C. Striepe

May 12: M. Chaban

May 26: M. Lipe

June 9: M. Anderson

### 3. CURRICULUM REVIEW

#### A. Full Course Review

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

1. Art 222 (ART 222)
2. Computer Science 8 (CSCI 8)
3. Dance 163 (DANC 163)
4. Physical Education 4B (PE 4B)

#### B. Full Program Review

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

1. Computer Science Certificate of Achievement
2. Digital Arts Certificate of Achievement
3. Film/Video A.A. Degree
4. Film/Video Production Certificate of Achievement

#### C. Consent Agenda Proposals

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

1. Biology 17 (BIOL 17)
2. Biology 18 (BIOL 18)
3. Communication Studies 293abcd (COMS 293abcd)
4. Dance 164 (DANC 164)
5. Geography 7 (GEOG 7)
6. Geology 1 (GEOL 1)
7. Geology 3 (GEOL 3)
8. Geology 30 (GEOL 30)
9. Music 143 (MUSI 143)
10. Music 146 (MUSI 146)

### CURRICULUM DISCUSSION

Chair Young explained that NACR1, GEOG 6, and PHYS 11 are being tabled so that the faculty can revise the proposals based on the suggestions and concerns expressed by the CCC. In addition, the new courses LING 1 and 2 were not included in today's agenda due to the concerns of the CCC. They will be brought back in spring.

#### A. Full Course Review

##### Fine Arts Division

Art 222 Fundamentals of Painting I was presented for course review.

Dance 163 Beginning Belly Dancing was presented as a new course proposal.

It was moved by J. Minei, seconded by W. Cox, that the committee approve the course proposals. The motion carried.

It was moved by J. Minei, seconded by W. Cox, that the committee approve the course delivery methods. The motion carried.

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

### **Health Sciences & Athletics Division**

Physical Education 4B Intermediate Basketball 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 methods. The motion carried.

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

### **Mathematics Division**

Computer Science 8 Foundations of Data Science was presented as a new course proposal.

It was moved by V. Lloyd, seconded by D. Eldanaf, that the committee approve the course proposal. The motion carried.

It was moved by V. Lloyd, seconded by D. Eldanaf, that the committee approve the course delivery method. The motion carried.

It was moved by V. Lloyd, seconded by D. Eldanaf, that the committee approve the conditions of enrollment. The motion carried.

## **B. Full Program Review**

### **Fine Arts Division**

The following programs were presented for program revision:

Digital Arts Certificate of Achievement

Film/Video A.A. Degree

Film/Video Production Certificate of Achievement

It was moved by J. Minei, seconded by B. Halonen, that the committee approve the program revisions. The motion carried.

### **Mathematics Division**

Computer Science Certificate of Achievement was presented for program revision.

It was moved by W. Cox, seconded by D. Eldanaf, that the committee approve the program revision. The motion carried.

## **C. Consent Agenda Proposals**

It was moved by J. Minei, seconded by C. Striepe, that the committee approve the consent agenda proposals. The motion carried.

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

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

**4. STUDENT LEARNING OUTCOME (SLO) CHANGE**

Chair Young explained that it is imperative that course outlines display current SLO statements and that those statements match SLOs on course syllabi. Currently, faculty who wish to revise or submit a new SLO statement must complete an SLO Statement Change Form that is signed by Department Faculty, the Division SLO Facilitator and the Dean, and is forwarded to the ALC Co-Chairs. The change is then made in Nuventive Improve.

In order to keep SLOs current between course review cycles, the CCC was asked to consider a process that allows the Curriculum Office to update SLOs on course outlines with the Assessment of Learning Committee (ALC) Co-Chairs approval without having to present the course outline to the CCC for approval unless it is scheduled for review.

A motion was made by M. Lipe and seconded by M. Chaban to permit the Curriculum Office to update SLOs on the course outline of record upon receipt of an approved change form from one of the ALC Co-Chairs. The motion passed with unanimous consent.

**5. COREQUISITE SUPPORT COURSES: Curriculum Advisor – L. Plum**

Curriculum Advisor, L. Plum explained that based on recent changes necessitated by AB705 regulations, students have been experiencing the situation of having passed the support course but not the “parent” course. This is problematic as students are unable to register for the parent course based on the way the current prerequisite coding has been entered in Colleague. It had been discussed and the consensus was that when a student passes a support course, they should become eligible to enroll in the “parent” course. In order to enable a student is able to register when this situation arises it was recommended that the support course be added to the prerequisite of the “parent” course.

To solve this problem that negatively effects students, a motion was made by B. Halonen and seconded by M. Chaban which stated, “In lieu of bringing each course through the CCC individually, the CCC gives blanket approval to update the conditions of enrollment for all identified parent courses to allow students who have passed a support course to enroll in the parent course beginning with the current registration period.” The motion passed with unanimous consent.

**6. VICE PRESIDENT’S REPORT: No Report**

**7. CURRICULOG UPDATE**

Chair Young provided the CCC with a preliminary look at the various forms in Curriculog. The software will be finalized in early January with beta testing to follow. Training for CCC Reps/Clerical Support/Deans will be provided in winter and general training for faculty will be offered in spring.

## **8. ANNOUNCEMENTS**

- Chair Young presented D. Eldanaf with a Certificate of Appreciation for her 2 ½ years of service as the CCC representative for the Mathematical Sciences Division and to B. Halonen for her service this semester as the interim representative for Humanities.
  
- CCC Spring Meeting #1: February 25, 2020 – 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, J. Minei seconded, and the motion carried. Meeting was adjourned at 3:37 p.m.

Approved Curriculum Changes Proposed for 2020-2021

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	FINE	ART 222 Fundamentals of Painting I	Course review; Change to catalog description	12/10/2019
Course Review	FINE	COMS 293abcd Forensics-Team Events	Course review; Change to conditions of enrollment	12/10/2019
Course Review	FINE	MUSI 143 Beginning Woodwind Instruments	Course review	12/10/2019
Course Review	FINE	MUSI 146 Beginning String Instruments	Course review	12/10/2019
Course Review	NATS	BIOL 17 Marine Biology	Course review; Change to conditions of enrollment	12/10/2019
Course Review	NATS	BIOL 18 Marine Biology Laboratory	Course review; Change to conditions of enrollment	12/10/2019
Course Review	NATS	GEOG 7 Geography of California	Course review; Change to conditions of enrollment	12/10/2019
Course Review	NATS	GEOL 1 Physical Geology	Course review; Change to conditions of enrollment	12/10/2019
Course Review	NATS	GEOL 3 Physical Geology Laboratory	Course review	12/10/2019
Course Review	NATS	GEOL 30 Geology Laboratory of Death Valley	Course review; Change to conditions of enrollment	12/10/2019
Inactivation	FINE	DANC 164 World Dance	Inactivation	12/10/2019
New Course	FINE	DANC 163 Beginning Belly Dancing	New course	12/10/2019
New Course	HEAL	PE 4B Intermediate Basketball	New course	12/10/2019
New Course	MATH	CSCI 8 Foundations of Data Science	New course	12/10/2019
Program Revision	FINE	Digital Arts Certificate of Achievement	Program revision; Change to course requirements	12/10/2019
Program Revision	FINE	Film/Video A.A. Degree	Program revision; Change to course requirements	12/10/2019
Program Revision	FINE	Film/Video Production Certificate of Achievement	Program revision; Change to course requirements	12/10/2019
Program Revision	MATH	Computer Science Certificate of Achievement	Program revision; Change of course name	12/10/2019