

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
March 10, 2020

CALL TO ORDER

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

Recorder: C. Escutia

Members:

Present: E. Ambrosio, M. Anderson, C. Cervantes, M. Chaban, W. Cox, C. Glover, M. Lipe, V. Lloyd, J. Minei, R. Miranda, J. Shankweiler, C. Striepe

Absent:

Ex-Officio Members:

Present: L. Plum, L. Suekawa, M. Wolfenstein

Absent: L. Justice, L. Young

Guests: L. Linka, D. Richardson

1. APPROVAL OF MINUTES

The minutes of February 25, 2020, were approved via email by the College Curriculum Committee (CCC) on March 6, 2020.

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

Chair Young thanked the Committee for approving the minutes from the February 25, 2020 meeting. She also thanked V. Lloyd for his work on the Standard Review Committee for this meeting, and mentioned that C. Cervantes is the Standard Review representative for the March 24 meeting. Chair Young noted that four proposals were being tabled for today's meeting (Anthropology AA-T, Environmental Technology Certificate of Accomplishment, Architecture Certificate of Achievement, Architecture A.S. Degree) as course number changes need to be completed prior to their approval. They will be reviewed at a later meeting in the semester.

3. CURRICULUM REVIEW

A. Full Course Review

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

1. Architecture 150A (ARCH 150A) [**ARCH 251**]
2. Architecture 150B (ARCH 150B) [**ARCH 252**]
3. Architecture 158 (ARCH 158) [**ARCH 258**]
4. Environmental Technology 101 (ET 101) [**ET 201**]
5. Environmental Technology 102 (ET 102) [**ET 202**]
6. Environmental Technology 103 (ET 103) [**ET 203**]

7. Mathematics 140 (MATH 140)
8. Physical Education 233 (PE 233) [PE 233A]

B. Full Program Review

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

1. Economics A.A. Degree
2. Economics AA-T Degree
3. Elementary Teacher Education AA-T Degree
4. Ethnic Studies A.A. Degree
5. History AA-T Degree
6. Liberal Studies A.A. Degree
7. Political Science AA-T Degree
8. Psychology AA-T Degree
9. Sociology AA-T Degree

C. Consent Agenda Proposals

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

1. Administration of Justice 10 (AJ 10)
2. Administration of Justice 11 (AJ 11)
3. Administration of Justice 12 (AJ 12)
4. Administration of Justice 21 (AJ 21)
5. Administration of Justice 26 (AJ 26)
6. Administration of Justice 133 (AJ 133)
7. Administration of Justice 134 (AJ 134)
8. Administration of Justice 135 (AJ 135)
9. Administration of Justice 190 (AJ 190)
10. Automotive Technology 51 (ATEC 51)
11. Automotive Technology 52 (ATEC 52)
12. Automotive Technology 53 (ATEC 53)
13. Computer Aided Design/Drafting 5 (CADD 5)
14. Cosmetology 20 (COSM 20)
15. Cosmetology 21 (COSM 21)
16. Fire and Emergency Technology 1 (FTEC 1)
17. Fire and Emergency Technology 13A (FTEC 13A)
18. Fire and Emergency Technology 13B (FTEC 13B)
19. Fire and Emergency Technology 16 (FTEC 16)
20. Fire and Emergency Technology 100 (FTEC 100)
21. Machine Tool Technology 2 (MTT 2)
22. Machine Tool Technology 201 (MTT 201)
23. Machine Tool Technology 203 (MTT 203)
24. Manufacturing Technology 75A (MTEC 75A)
25. Manufacturing Technology 75B (MTEC 75B)
26. Welding 1 (WELD 1)

CURRICULUM DISCUSSION

A. Full Course Review

Health Sciences & Athletics Division

Physical Education 233 [PE 233A] – Pep Squad and Cheer was presented for course review.

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

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

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

Industry & Technology Division

The following courses were presented for 2-year course review:

Architecture 150A [ARCH 251] Construction Documentation I

Architecture 150B [ARCH 252] Construction Documentation II

Architecture 158 [ARCH 258] Structures Analysis – Timber

Environmental Technology 101 [ET 201] Theory and Relevancy of Global Environmental Awareness

Environmental Technology 102 [ET 202] Sustainable Energy and Renewable Building Sciences and Technologies

Environmental Technology 103 [ET 203] Environmental Technology Materials and Methodologies

It was moved by M. Anderson, seconded by C. Striepe, that the committee approve the course proposals. The motion carried.

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

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

Mathematics Division

Mathematics 140 Finite Mathematics for Business and Social Sciences was presented for 2-year course review.

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

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

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

B. Full Program Review

Behavioral & Social Sciences Division

The following were presented for program revision:

- Economics A.A. Degree
- Economics AA-T Degree
- Elementary Teacher Education AA-T Degree
- Ethnic Studies A.A. Degree
- History AA-T Degree
- Liberal Studies A.A. Degree
- Political Science AA-T Degree
- Psychology AA-T Degree
- Sociology AA-T Degree

It was moved by C. Cervantes, seconded by C. Striepe, that the committee approve the program revisions. The motion carried.

C. Consent Agenda Proposals

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

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

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

4. CURRICULUM TRAINING: PROGRAM AND CERTIFICATE FORMS

Today's training included: SLO Change Procedures, Process for Degree and Certificate Forms and Procedures, an overview of the handout *How to Review and Approve a Proposal in Curriculog*, and Curriculog Training, which included a review of the Committee's feedback from the training at the February 25 meeting. Chair Young announced that Behavioral and Social Sciences will serve as the first test division in Curriculog with one new course and five course modifications presented for review. These courses will be in the CCC's "My Task" area by April 2.

The CCC reviewed the approval steps in Curriculog and made recommendations for revisions as well as changes to the new course form to reduce redundancy. L. Plum will make these changes in Curriculog. Chair Young noted that today's PowerPoint was emailed to the Committee prior to the meeting.

5. CURRICULOG HELP TEXT SUBCOMMITTEE

Chair Young asked for volunteers to participate in a Help Text Subcommittee that will meet for 20 to 30 minutes after the CCC meetings, beginning on March 24, to review forms and processes in Curriculog and suggest wording for directions or help areas. M. Chaban, M. Lipe, and J. Minei agreed to participate.

6. **CURRICULUM ADVISOR'S REPORT:** No report.

7. **VICE PRESIDENT'S REPORT:** No report

8. **ANNOUNCEMENTS**

- CCC Meeting #3: March 24, 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, E. Ambrosio seconded, and the motion carried. Meeting was adjourned at 3:38 p.m.

Approved Curriculum Changes Proposed for 2020-2021

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
2-year Course Review	ITEC	AJ 10 Introduction to Homeland Security	2-year course review	3/10/2020
2-year Course Review	ITEC	AJ 11 Intelligence and Security Management	2-year course review	3/10/2020
2-year Course Review	ITEC	AJ 12 Transportation and Border Security Management	2-year course review	3/10/2020
2-year Course Review	ITEC	AJ 21 Introduction to Emergency Management	2-year course review	3/10/2020
2-year Course Review	ITEC	AJ 26 Introduction to Terrorism and Counterterrorism	2-year course review	3/10/2020
2-year Course Review	ITEC	AJ 133 Fingerprint Classification and Investigation	2-year course review	3/10/2020
2-year Course Review	ITEC	AJ 134 Introduction to Crime Analysis	2-year course review	3/10/2020
2-year Course Review	ITEC	AJ 135 Report Writing	2-year course review	3/10/2020
2-year Course Review	ITEC	AJ 190 Law Enforcement Explorer Academy	2-year course review	3/10/2020
2-Year Course Review	ITEC	ARCH 150A [ARCH 251] Construction Documentation I	2-year course review; Changes to conditions of enrollment; course number	3/10/2020
2-Year Course Review	ITEC	ARCH 150B [ARCH 252] Construction Documentation II	2-year course review; Changes to conditions of enrollment; course number	3/10/2020
2-Year Course Review	ITEC	ARCH 158 [ARCH 258] Structures Analysis - Timber	2-year course review; Changes to conditions of enrollment; course number	3/10/2020
2-year Course Review	ITEC	ATEC 51 Introduction to Alternative Fuel Vehicles	2-year course review	3/10/2020
2-year Course Review	ITEC	ATEC 52 Introduction to Hybrid, Electric and Fuel-Cell Vehicle Technology	2-year course review	3/10/2020
2-year Course Review	ITEC	ATEC 53 Hybrid, Fuel-Cell and Electric Vehicle Diagnosis & Repair	2-year course review	3/10/2020
2-year Course Review	ITEC	CADD 5 Introduction to Mechanical Drafting	2-year course review	3/10/2020
2-year Course Review	ITEC	COSM 20 Introduction to Esthetician	2-year course review	3/10/2020
2-year Course Review	ITEC	COSM 21 Advanced Esthetician	2-year course review	3/10/2020

Approved Curriculum Changes Proposed for 2020-2021

2-year Course Review	ITEC	ET 101 [ET 201] Theory and Relevancy of Global Environmental Awareness	2-year course review; Changes to conditions of enrollment; course number	3/10/2020
2-year Course Review	ITEC	ET 102 [ET 202] Sustainable Energy and Renewable Building Sciences and Technologies	2-year course review; Changes to catalog description; conditions of enrollment; course number	3/10/2020
2-year Course Review	ITEC	ET 103 [ET 203] Environmental Technology Materials and Methodologies	2-year course review; Changes to catalog description; conditions of enrollment; course number	3/10/2020
2-year Course Review	ITEC	FTEC 1 Fire Protection Organization	2-year course review	3/10/2020
2-year Course Review	ITEC	FTEC 100 Fire Management 1	2-year course review	3/10/2020
2-year Course Review	ITEC	MTT 2 Manufacturing Print Reading	2-year course review	3/10/2020
Course Review	HEAL	PE 233 [PE 233A] Pep Squad and Cheer	Course review; Changes to catalog description; course number; descriptive title	3/10/2020
Course Review	MATH	MATH 140 Finite Mathematics for Business and Social Sciences	Course review; Change to catalog description	3/10/2020
Inactivation	ITEC	FTEC 13A Fire Academy: Part-Time A	Inactivation	3/10/2020
Inactivation	ITEC	FTEC 13B Fire Academy: Part-Time B	Inactivation	3/10/2020
Inactivation	ITEC	FTEC 16 Fire Fighter 1 Capstone Testing	Inactivation	3/10/2020
Inactivation	ITEC	MTEC 75A Integrated Robotic and Automated Technologies I	Inactivation	3/10/2020
Inactivation	ITEC	MTEC 75B Integrated Robotic and Automated Technologies II	Inactivation	3/10/2020
Inactivation	ITEC	MTT 201 Introduction to Aerospace Fastener Technology	Inactivation	3/10/2020
Inactivation	ITEC	MTT 203 Advanced Inspection of Fasteners and Measuring Instruments	Inactivation	3/10/2020
Inactivation	ITEC	WELD 1 Introduction to Welding Process	Inactivation	3/10/2020
Program Revision	BSSC	Economics A.A. Degree	Program revision; Change to course requirements	3/10/2020
Program Revision	BSSC	Economics AA-T Degree	Program revision; Change to course requirements	3/10/2020

Approved Curriculum Changes Proposed for 2020-2021

Program Revision	BSSC	Elementary Teacher Education AA-T Degree	Program revision; Change to course requirements	3/10/2020
Program Revision	BSSC	Ethnic Studies A.A. Degree	Program revision; Change to course requirements	3/10/2020
Program Revision	BSSC	History AA-T Degree	Program revision; Change to course requirements	3/10/2020
Program Revision	BSSC	Liberal Studies A.A. Degree	Program revision; Change to course requirements	3/10/2020
Program Revision	BSSC	Political Science AA-T Degree	Program revision; Change to course requirements	3/10/2020
Program Revision	BSSC	Psychology AA-T Degree	Program revision; Change to course requirements	3/10/2020
Program Revision	BSSC	Sociology AA-T Degree	Program revision; Change to course requirements	3/10/2020