

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
May 12, 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

Absent: C. Striepe

Ex-Officio Members:

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

Absent: L. Justice, L. Suekawa

Guests: L. Linka

1. APPROVAL OF MINUTES

The minutes of April 28, 2020 were approved via email by the College Curriculum Committee (CCC) on May 4, 2020.

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

Chair Young thanked M. Chaban for her work as the Standard Review representative for this meeting and thanked M. Lipe for agreeing to serve as the Standard Review representative for the next meeting.

Chair Young updated the CCC on the Distance Education Expansion Project. She explained that the addenda for summer will be approved at the May 26 meeting and the addenda for fall will be reviewed at the June 9 meeting. She stressed that it is important that the CCC work with their Deans and DCC members to get these addenda submitted by the deadlines so we may remain in compliance.

Current course outlines are being input into Curriculog by B. Knapp, administrative assistant of Behavioral & Social Sciences, in preparation of fall review. Course input will continue throughout the summer. Curriculog training will be offered online in summer and continue in fall. J. Young and L. Plum will present an overview of Curriculog on Fall Flex Day.

Chair Young thanked the CCC for their careful review of today's proposals and reviewed some of the major questions proposed by the CCC. She noted that one of the primary responsibilities of the CCC is to review prerequisites and corequisites to ensure they meet Title 5 regulations. Future trainings will focus on this topic.

Chair Young reminded the CCC that changes to SLOs should not be made on the course outline of record. The SLO Statement Change Form must be submitted approved by the department/DCC/Dean/Associate Dean and forwarded to the SLO Campus Coordinators. Once approved, the form will be forwarded to the Curriculum Office with an effective date and the change will be made on the outline. This is done to maintain consistency.

The CCC was reminded that they are the liaison between the CCC and the DCC, Deans and Associate Deans, Assessment of Learning Community (ALC), and SLO Division Facilitators and should regularly communicate with them about curriculum matters.

Chair Young noted that C. Escutia will distribute the template for Fall Division Plans soon. They will be due June 9. These plans are essential as they will help the Curriculum Office plan for curriculum review in fall and in having the courses ready in Curriculog.

3. CURRICULUM REVIEW

A. Full Course Review

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

1. Administration of Justice 109 (AJ 109)
2. Architecture 104 (ARCH 104)
3. Cosmetology 2C (COSM 2C)
4. Cosmetology 3 (COSM 3)
5. Fashion 2 (FASH 2)
6. Welding 1A (WELD 1A)
7. Welding 10A (WELD 10A)
8. Welding 20A (WELD 20A)

B. Consent Agenda Proposals

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

1. Administration of Justice 107 (AJ 107)
2. Administration of Justice 130 (AJ 130)
3. Administration of Justice 131 (AJ 131)
4. Architecture 107 (ARCH 107)
5. Architecture 108 (ARCH 108)
6. Business 28 (BUS 28)
7. Computer Aided Design/Drafting 43 (CADD 43)
8. Computer Aided Design/Drafting 45 (CADD 45)
9. Computer Information Systems 28 (CIS 28)
10. Construction Technology 100 (CTEC 100)
11. Construction Technology 110 (CTEC 110)
12. Construction Technology 150 (CTEC 150)
13. Construction Technology 160 (CTEC 160)
14. Electronics and Computer Hardware Technology 22 (ECHT 22)
15. Electronics and Computer Hardware Technology 120 (ECHT 120)
16. Electronics and Computer Hardware Technology 122 (ECHT 122)
17. Electronics and Computer Hardware Technology 124 (ECHT 124)
18. Fashion 20 (FASH 20)
19. Fire and Emergency Technology 9 (FTEC 9)

20. Fire and Emergency Technology 11 (FTEC 11)
21. History 122H (HIST 122H)
22. Mathematics 115 (MATH 115)
23. Music 103A (MUSI 103A)
24. Music 103B (MUSI 103B)
25. Music 111 (MUSI 111)
26. Music 203 (MUSI 203)
27. Music 215A (MUSI 215A)
28. Music 215B (MUSI 215B)
29. Music 259abcd (MUSI 259abcd)
30. Music 555 (MUSI 555)
31. Political Science 10H (POLI 10H)
32. Real Estate 12A (RE 12A)
33. Theatre 175abcd (THEA 175abcd)
34. Theatre 216 (THEA 216)
35. Welding 10B (WELD 10B)

CURRICULUM DISCUSSION

A. Full Course Review

Industry & Technology Division

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

AJ 109 Introduction to Police Patrol Procedures
 ARCH 104 History of Western Architecture
 COSM 2C Advanced Cosmetology and Introduction to State Board Review
 COSM 3 Advanced Cosmetology Applications
 FASH 2 Presentation Techniques for Fashion
 WELD 1A Introduction to Multi-Process Welding
 WELD 10A Introduction to Shielded Metal Arc Welding (SMAW)
 WELD 20A Flux Core and Gas Metal Arc Welding

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

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

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

B. Consent Agenda Proposals

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

It was moved by M. Chaban, seconded by E. Ambrosio, that the committee approve the consent agenda course delivery methods. The motion carried.

It was moved by M. Chaban, seconded by E. Ambrosio, that the committee approve the consent agenda conditions of enrollment. The motion carried.

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

L. Plum announced that it is time to hold elections for the position of Curriculum Committee Chair. She asked for volunteers to serve on the election committee, which will need to meet before May 25. Ballots will be disbursed on May 26 for any persons nominated. Announcement of the approved Curriculum Committee Chair will be made on June 9. Email L. Plum if you are interested in serving on the election committee. L. Plum to verify if a vote can be taken at the May 26 meeting, if no other persons, other than J. Young, are nominated for the position.

5. VICE PRESIDENT'S REPORT: Vice President of Academic Affairs – J. Shankweiler

J. Shankweiler stated that she is working on the Emergency Blanket DE Addendum for summer, which is due May 20. Four attachments must be sent to the Accrediting Commission for Community and Junior Colleges (ACCJC) and the Chancellor's Office: 1) List of courses approved for the Emergency DE Addendum; 2) Plan for approving the courses through the CCC; 3) Plan for Professional Development for faculty members to teach online; and 4) List of programs that can now be completed with more than 50% of courses offered online. The Emergency Blanket DE Addendum for Fall will need to be submitted separately and is due in June. J. Shankweiler announced that the Guided Pathways team is holding a community forum on May 19 from noon-2pm. This forum will bring together the campus community to engage in discussions on our vision for student success, the frameworks from the Chancellor's Office, including Guided Pathways, and how they all meld together. The invite for the forum was sent out by Dr. Maloney via email.

6. ANNOUNCEMENTS

- CCC Meeting #6: May 26, 2020 – 2:30-4:30 p.m., Zoom

7. ADJOURNMENT

Chair Young called for a motion to adjourn the meeting. M. Chaban moved to adjourn, J. Shankweiler seconded, and the motion carried. Meeting was adjourned at 2:58 p.m.

Approved Curriculum Changes Proposed for 2021-2022

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
2-Year Course Review	BUSI	BUS 28 Written Business Communications	2-year course review	5/12/2020
2-Year Course Review	BUSI	CIS 28 Database Management Using Microsoft Access	2-year course review; Change to lab hours	5/12/2020
2-Year Course Review	BUSI	RE 12A Legal Aspects of Real Estate	2-year course review; Change to conditions of enrollment; Added new DE version (online/hybrid)	5/12/2020
2-Year Course Review	ITEC	AJ 107 Crime and Control- An Introduction to Corrections	2-year course review; Change to conditions of enrollment; Proposed for pattern inclusion AA/AS (Area 2C); CSU GE (Area D); IGETC (Area 4H)	5/12/2020
2-Year Course Review	ITEC	AJ 109 Introduction to Police Patrol Procedures	2-year course review; Change to conditions of enrollment; Added new DE version (online/hybrid)	5/12/2020
2-Year Course Review	ITEC	AJ 130 Criminal Procedures	2-year course review; Change to conditions of enrollment; Proposed for pattern inclusion AA/AS (Area 2C); CSU GE (Area D); IGETC (Area 4H)	5/12/2020
2-Year Course Review	ITEC	AJ 131 Legal Aspects of Evidence	2-year course review; Change to conditions of enrollment	5/12/2020
2-Year Course Review	ITEC	ARCH 104 History of Western Architecture	2-year course review; Changes to catalog description; conditions of enrollment; Proposed for pattern inclusion IGETC (Area 3); Added new DE version (hybrid)	5/12/2020

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2-Year Course Review	ITEC	ARCH 107 World Architecture: Pre-History to Middle Ages	2-year course review; Changes to catalog description; conditions of enrollment; Added new DE version (hybrid)	5/12/2020
2-Year Course Review	ITEC	ARCH 108 World Architecture: Gothic to Early Modern	2-year course review; Change to conditions of enrollment; Added new DE version (hybrid)	5/12/2020
2-Year Course Review	ITEC	CADD 43 Design Process and Concepts	2-year course review; Added new DE version (online/hybrid)	5/12/2020
2-Year Course Review	ITEC	CADD 45 Geometrical Dimensioning and Tolerancing	2-year course review; Change to catalog description; Added new DE version (online/hybrid)	5/12/2020
2-Year Course Review	ITEC	COSM 2C Advanced Cosmetology and Introduction to State Board Review	2-year course review; Change to conditions of enrollment; Added new DE version (hybrid)	5/12/2020
2-Year Course Review	ITEC	COSM 3 Advanced Cosmetology Applications	2-year course review; Changes to lecture hours; lab hours; units; Added new DE version (hybrid)	5/12/2020
2-Year Course Review	ITEC	CTEC 100 Building Fundamentals	2-year course review	5/12/2020
2-Year Course Review	ITEC	CTEC 110 Additions and Remodeling	2-year course review; Change to catalog description	5/12/2020
2-Year Course Review	ITEC	CTEC 150 Contract Estimating	2-year course review; Change to catalog description	5/12/2020
2-Year Course Review	ITEC	CTEC 160 Business and Legal Aspects of Contracting	2-year course review	5/12/2020
2-Year Course Review	ITEC	ECHT 22 Basic Electronic Fabrication	2-year course review	5/12/2020
2-Year Course Review	ITEC	ECHT 120 Semiconductor Circuits	2-year course review; Change to catalog description	5/12/2020
2-Year Course Review	ITEC	ECHT 122 Semiconductor Power Devices	2-year course review	5/12/2020

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2-Year Course Review	ITEC	ECHT 124 Operational Amplifiers and Linear Integrated Circuits	2-year course review	5/12/2020
2-Year Course Review	ITEC	FASH 2 Presentation Techniques for Fashion	2-year course review; Changes to catalog description; conditions of enrollment; Added new DE version (hybrid)	5/12/2020
2-Year Course Review	ITEC	FASH 20 Textiles	2-year course review; Change to catalog description; Added new DE version (online/hybrid)	5/12/2020
2-Year Course Review	ITEC	FTEC 9 Fire Apparatus and Equipment	2-year course review; Change to conditions of enrollment; Added new DE version (online/hybrid)	5/12/2020
2-Year Course Review	ITEC	FTEC 11 Arson Detection and Control	2-year course review; Change to conditions of enrollment; Added new DE version (online/hybrid)	5/12/2020
2-Year Course Review	ITEC	WELD 1A Introduction to Multi-Process Welding	2-year course review; Added new DE version (hybrid)	5/12/2020
2-Year Course Review	ITEC	WELD 10A Introduction to Shielded Metal Arc Welding (SMAW)	2-year course review; Added new DE version (online/hybrid)	5/12/2020
2-Year Course Review	ITEC	WELD 10B Intermediate Shielded Metal Arc Welding (SMAW)	2-year course review; Change to catalog description	5/12/2020
2-Year Course Review	ITEC	WELD 20A Flux Core and Gas Metal Arc Welding	2-year course review; Changes to catalog description; descriptive title; Added new DE version (online/hybrid)	5/12/2020
Course Review	FINE	MUSI 103A Theory and Musicianship I	Course review; Change to catalog description; Added new DE version (online/hybrid)	5/12/2020
Course Review	FINE	MUSI 103B Theory and Musicianship II	Course review; Change to catalog description; Added new DE version (online/hybrid)	5/12/2020

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Course Review	FINE	MUSI 111 Music Appreciation Survey	Course review	5/12/2020
Course Review	FINE	MUSI 203 Theory and Musicianship III	Course review; Change to catalog description; Added new DE version (online/hybrid)	5/12/2020
Course Review	FINE	MUSI 215A Music History and Literature Up to 1750	Course review; Added new DE version (online/hybrid)	5/12/2020
Course Review	FINE	MUSI 215B Music History and Literature -1750 to Present	Course review; Added new DE version (online/hybrid)	5/12/2020
Course Review	FINE	MUSI 259abcd Music Production Workshop	Course review; Change to catalog description; Added new DE version (online/hybrid)	5/12/2020
Course Review	FINE	MUSI 555 Community Choir for the Older Adult	Course review; Added new DE version (online/hybrid)	5/12/2020
Course Review	FINE	THEA 175abcd Student Performance/Production Workshop	Course review; Added new DE version (online/hybrid)	5/12/2020
Course Review	FINE	THEA 216 Acting: Auditioning and Cold Reading	Course review; Added new DE version (online/hybrid)	5/12/2020
Course Review	MATH	MATH 115 Probability and Statistics for Prospective Elementary School Teachers	Course review; Change to lab hours	5/12/2020
DE Addendum	BSSC	HIST 122H Honors United States Social History: Cultural Pluralism in America	DE Addendum; Added new DE version (online/hybrid)	5/12/2020
DE Addendum	BSSC	POLI 10H Honors Introduction to International Relations	DE Addendum; Added new DE version (online/hybrid)	5/12/2020