

**EL CAMINO COLLEGE**  
**MINUTES OF THE COLLEGE CURRICULUM COMMITTEE**  
**November 26, 2019**

**CALL TO ORDER**

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

**Recorder:** C. Escutia

**Members:**

*Present:* M. Anderson, C. Cervantes, M. Chaban, W. Cox, D. Eldanaf, B. Halonen, M. Lipe, J. Minei,  
C. Striepe

*Absent:* V. Lloyd, R. Miranda, J. Shankweiler,

**Ex-Officio Members:**

*Present:* L. Clowers, J. Iniguez, L. Plum, L. Suekawa, M. Wolfenstein,

*Absent:* L. Justice, L. Young

**Guests:** K. Sundara

**1. APPROVAL OF MINUTES**

The minutes of November 12, 2019, were approved via email by the College Curriculum Committee (CCC) on November 20, 2019.

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

Chair Young thanked V. Lloyd for his work as the Standard Review Representative for today's meeting and B. Halonen for her work for the December 10 meeting.

Chair Young noted that the schedule with due dates for spring 2020 is being distributed and will be posted to the CCC website. C. Escutia will be sending the template for Spring Division Plans and the course logs to CCC reps, deans, and associate deans soon. Spring Division Plans are due Thursday, December 12 to L. Plum and cc'd to J. Young. L. Plum and Chair Young will meet with deans, associated deans and available CCC reps in January to discuss the division plans and provide an update on Curriculog. Chair Young noted that she would give a demonstration of Curriculog forms at the December 10 meeting.

**3. CURRICULUM REVIEW**

**A. Full Course Review**

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

1. Automotive Technology 27 (ATEC 27)
2. Automotive Technology 28 (ATEC 28)
3. Construction Technology 230 (CTEC 230)
4. Dance 250 (DANC 250)
5. Educational Development 42 (EDEV 42)

6. Fashion 35 (FASH 35)
7. Machine Tool Technology 46 (MTT 46)
8. Machine Tool Technology 101 (MTT 101)
9. Machine Tool Technology 103 (MTT 103)
10. Music 113 (MUSI 113)
11. Physical Education 4 (PE 4)

**B. Full Program Review**

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

1. CompTIA Computer Hardware Technician Certificate of Accomplishment
2. Computer Hardware Electronics Technician Certificate of Achievement
3. Computer Hardware Technician Certificate of Accomplishment
4. Computer Technology Option A.S. Degree
5. Electronics Engineering Technician Certificate of Achievement
6. Electronics Technician Certificate of Accomplishment
7. Electronics Technology Option A.S. Degree
8. Fire Academy Certificate of Achievement

**C. Consent Agenda Proposals**

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

1. Art 274 (ART 274)
2. Construction Technology 222 (CTEC 222)
3. Engineering Technology 12 (ETEC 12)
4. Engineering Technology 12A (ETEC 12A)
5. Engineering Technology 12B (ETEC 12B)
6. Fashion 10 (FASH 10)
7. Film/Video 113 (FILM 113)
8. Film/Video 122 (FILM 122)
9. Film/Video 124 (FILM 124)
10. Film/Video 154 (FILM 154)
11. First Aid 1 (FAID 1)
12. Machine Tool Technology 16 (MTT 16)
13. Music 144 (MUSI 144)
14. Physical Education 57abc (PE 57abc)
15. Physical Education 58abc (PE 58abc)
16. Physical Education 75abc (PE 75abc)
17. Physical Education 76abc (PE 76abc)
18. Theatre 270abc (THEA 270abcd)

**CURRICULUM DISCUSSION**

**A. Full Course Review**

Chair Young explained that PE 4B Intermediate Basketball was tabled for today's meeting and will be reviewed at the December 10 meeting.

### **Fine Arts Division**

The following courses were presented for course review:

Dance 250 Pilates Mat Class

Music 113 Survey of Jazz

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

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

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

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

The following course was presented as a new course proposal:

Educational Development 42 Vocational Career Preparation

The follow course was presented for course review:

Physical Education 4 Basketball

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

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

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

### **Industry & Technology Division**

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

Construction Technology 230 Cabinet Making Lab

Fashion 35 Applied Color Theory

Machine Tool Technology 46 Basic Machine Tool Operation

Machine Tool Technology 101 Introduction to Conventional and CNC Machining

Machine Tool Technology 103 Conventional and CNC Turning

The following course was presented for reactivation:

Automotive Technology 27 BAR Level I Smog Check Inspector Training

The following course was presented as a new course proposal:

Automotive Technology 28 BAR Level II Smog Check Inspector Training

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.

**B. Full Program Review**

**Industry & Technology Division**

The following programs were presented for program revision:  
CompTIA Computer Hardware Technician Certificate of Accomplishment  
Computer Hardware Electronics Technician Certificate of Achievement  
Computer Hardware Technician Certificate of Accomplishment  
Computer Technology Option A.S. Degree  
Electronics Engineering Technician Certificate of Achievement  
Electronics Technician Certificate of Accomplishment  
Electronics Technology Option A.S. Degree  
Fire Academy Certificate of Achievement

It was moved by M. Anderson, seconded by M. Lipe, that the committee approve the program revisions. The motion carried.

**C. Consent Agenda Proposals**

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

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

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

**4. CURRICULUM ADVISOR’S REPORT:** No report

**5. VICE PRESIDENT’S REPORT:** No report

**6. ANNOUNCEMENTS**

- M. Lipe announced that the new Gymnasium is now open; Women’s Basketball 11/27@5p
- J. Iniguez announced ASO/Inter-Club Council will be having a Holiday Mixer with free food and games on 12/2 from 5-8pm, East Dining Room.
- CCC Meeting #7: December 10 – 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, M. Anderson seconded, and the motion carried. Meeting was adjourned at 2:49 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	FINE	FILM 113 Screenplay Analysis	2-year course review; Change to conditions of enrollment	11/26/2019
2-Year Course Review	FINE	FILM 122 Production I	2-year course review	11/26/2019
2-Year Course Review	FINE	FILM 124 Production Planning	2-year course review; Change to conditions of enrollment	11/26/2019
2-Year Course Review	ITEC	CTEC 222 Convenience Hardware	2-year course review	11/26/2019
2-Year Course Review	ITEC	CTEC 230 Cabinet Making Lab	2-year course review	11/26/2019
2-Year Course Review	ITEC	ETEC 12 Introduction to Engineering Design	2-year course review	11/26/2019
2-Year Course Review	ITEC	ETEC 12A Introduction to Engineering Design I	2-year course review	11/26/2019
2-Year Course Review	ITEC	ETEC 12B Introduction to Engineering Design II	2-year course review	11/26/2019
2-Year Course Review	ITEC	FASH 10 Clothing Construction I	2-year course review	11/26/2019
2-Year Course Review	ITEC	FASH 35 Applied Color Theory	2-year course review; Changes to catalog description; conditions of enrollment	11/26/2019
2-Year Course Review	ITEC	MTT 16 General Metals	2-year course review	11/26/2019
2-Year Course Review	ITEC	MTT 46 Basic Machine Tool Operation	2-year course review; Changes to catalog description; grading method	11/26/2019
2-Year Course Review	ITEC	MTT 101 Introduction to Conventional and CNC Machining	2-year course review	11/26/2019
2-Year Course Review	ITEC	MTT 103 Conventional and CNC Turning	2-year course review	11/26/2019
Course Review	FINE	ART 274 Jewelry Fabrication	Course review	11/26/2019
Course Review	FINE	DANC 250 Pilates Mat Class	Course review; Changes to catalog description; descriptive title	11/26/2019
Course Review	FINE	FILM 154 Regional Cinemas	Course review; Change to conditions of enrollment	11/26/2019
Course Review	FINE	MUSI 113 Survey of Jazz	Course review; Changes to catalog description; conditions of enrollment; Added new DE version (online/hybrid)	11/26/2019
Course Review	FINE	MUSI 144 Beginning Brass Instruments	Course review	11/26/2019

Approved Curriculum Changes Proposed for 2020-2021

Course Review	FINE	THEA 270abcd Beginning Theatre Production	Course review	11/26/2019
Course Review	HEAL	FAID 1 First Aid, Cardiopulmonary Resuscitation (CPR) and Basic Emergency Care	Course review	11/26/2019
Course Review	HEAL	PE 4 Basketball	Course review; Changes to catalog description; course number; descriptive title	11/26/2019
Course Review	HEAL	PE 57abc Intercollegiate Swimming Teams	Course review; Change to catalog description	11/26/2019
Course Review	HEAL	PE 58abc Off-Season Training for Intercollegiate Swimming Teams	Course review	11/26/2019
Course Review	HEAL	PE 75abc Intercollegiate Track and Field Teams	Course review; Change to catalog description	11/26/2019
Course Review	HEAL	PE 76abc Off-Season Training for Intercollegiate Track and Field Teams	Course review	11/26/2019
New Course	HEAL	EDEV 42 Vocational Career Preparation	New course	11/26/2019
New Course	ITEC	A TEC 28 BAR Level II Smog Check Inspector Training	New course	11/26/2019
Program Revision	ITEC	CompTIA Computer Hardware Technician Certificate of Accomplishment	Program revision; Change in units	11/26/2019
Program Revision	ITEC	Computer Hardware Electronics Technician Certificate of Achievement	Program revision; Change in units	11/26/2019
Program Revision	ITEC	Computer Hardware Technician Certificate of Accomplishment	Program revision; Change in units	11/26/2019
Program Revision	ITEC	Computer Technology Option A.S. Degree	Program revision; Change in units	11/26/2019
Program Revision	ITEC	Electronics Engineering Technician Certificate of Achievement	Program revision; Change in units	11/26/2019
Program Revision	ITEC	Electronics Technician Certificate of Accomplishment	Program revision; Change in units	11/26/2019
Program Revision	ITEC	Electronics Technology Option A.S. Degree	Program revision; Change in units	11/26/2019
Program Revision	ITEC	Fire Academy Certificate of Achievement	Program revision; Change to course requirements	11/26/2019
Reactivation	ITEC	A TEC 27 BAR Level I Smog Check Inspector Training	Reactivation; Changes to catalog description; course number; descriptive title	11/26/2019