

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
April 27, 2021

CALL TO ORDER

Meeting called to order at 2:30 p.m. by Chair Young.

Recorder: C. Escutia

Members:

Present: E. Ambrosio, M. Anderson, C. Cervantes, M. Chaban, W. Cox, C. Glover, M. Lipe, J. Minei, R. Padilla, J. Shankweiler, C. Striepe, A. Tontcheva

Ex-Officio Members:

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

Absent: L. Justice, L. Young

Guests: A. Castellon, L. Linka, J. Melendez-Iglesias, S. Ramirez

1. APPROVAL OF MINUTES

The minutes of March 23, 2021 were approved via email by the CCC on March 30, 2021.

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

Chair Young welcomed the CCC back from a well-deserved spring break and thanked them for approving the March 23 minutes via email, C. Striepe for serving as Standard Review representative for today's meeting, and E. Ambrosio for agreeing to serve as the Standard Review representative for the May 11 meeting. She also welcomed A. Castellon, J. Melendez-Iglesias, and S. Ramirez who are attending CCC meetings as part of the Student Engagement Innovation Grant.

3. CURRICULUM REVIEW

Course review began with Chair Young explaining that the concerns of the CCC were brought to the attention of the appropriate faculty members and were addressed.

A. Full Course Review

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

1. Business 118 (BUS 118)
2. English 1C (ENGL 1C)
3. English 1CH (ENGL 1CH)

B. Full Program Review

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

1. Business Administration AS-T
2. Business Management AS Degree

C. Consent Agenda Proposals

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

1. Art 130 (ART 130)
2. Dance 103 (DANC 103)
3. English 1B (ENGL 1B)
4. English 1BH (ENGL 1BH)
5. English 39 (ENGL 39)
6. Journalism 6 (JOUR 6)
7. Journalism 7ab (JOUR 7ab)
8. Law 5 (LAW 5)
9. Music 257 (MUSI 257)
10. Photography 101 (PHOT 101)
11. Photography 102 (PHOT 102)
12. Photography 204 (PHOT 204)
13. Photography 254 (PHOT 254)
14. Photography 257 (PHOT 257)
15. Physical Education 140abc (PE 140abc)
16. Physical Education 409 (PE 409)
17. Tutor Training 200 (TUTR 200)

CURRICULUM DISCUSSION

A. Full Course Review

Business Division

BUS 118 Investing in Financial Markets was presented as a new course proposal.

It was moved by M. Chaban, seconded by C. Glover, that the committee approve the course proposal. 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.

Humanities Division

The following courses were presented for course review:

ENGL 1C Critical Thinking and Composition

ENGL 1CH Honors Critical Thinking and Composition

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

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

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

B. Full Program Review

Business Division

The Business Administration AS-T and Business Management AS Degree were presented for program revisions.

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

C. Consent Agenda Proposals

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

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

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

4. CURRICULOG FORM REVISIONS

Chair Young explained that we are nearing the end of our beta test for Curriculog and asked the CCC to provide suggestions for improving the forms in Curriculog. To facilitate this process, she emailed the Course Review, New Course and Inactivation forms to the CCC. Suggestions are due on Tuesday, May 11. She thanked the CCC for their participation in selecting, configuring, and using Curriculog during this transition process.

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

L. Plum announced that the service terms for M. Lipe and C. Cervantes are ending at the end of spring semester. Unless renewing for an additional term, those divisions will need to work with their DCC to elect new CCC representatives to serve beginning in fall 2021. C. Glover's service term is also ending; however, Humanities has confirmed that M. Klein will be his replacement beginning in fall 2021. In addition, M. Chaban will be retiring after her service term. The Business Division is in the process of selecting a new CCC representative. Lastly, L. Plum announced that Chair Young will be retiring in one year. Also, this semester it is time to hold elections for the chair position. Chair Young is willing to be nominated again; however, if re-elected, she would only serve for one year and not the full two-year term. L. Plum is seeking two CCC representatives to assist with the election and ballots. Voting will be held at the May 25 meeting and results of the election announced at the June 8 meeting. Interested candidates for the chair position may also want to consider shadowing Chair Young for the 2021-22 academic year. Chair Young shared onscreen the benefits of serving as the CCC Chair.

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

No report.

7. ANNOUNCEMENTS

- The Curriculog Café will be open after the meeting.
- CCC Meeting #2: May 11, 2021 – 2:30-4:30 p.m., Zoom

8. 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 2:51 p.m.

Approved Curriculum Changes Proposed for 2022-2023

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	BUSI	LAW 5 Business Law	Course review	4/27/2021
Course Review	FINE	ART 130 Two-Dimensional Design I	Course review; Change to catalog description	4/27/2021
Course Review	FINE	DANC 103 History of Dance in the 20th Century	Course review	4/27/2021
Course Review	FINE	MUSI 257 Women's Chorus	Course review	4/27/2021
Course Review	FINE	PHOT 101 Elementary Photography	Course review	4/27/2021
Course Review	FINE	PHOT 102 Basic Photography	Course review	4/27/2021
Course Review	FINE	PHOT 204 Portraiture	Course review	4/27/2021
Course Review	FINE	PHOT 254 Intermediate 35mm Black and White Photography	Course review	4/27/2021
Course Review	FINE	PHOT 257 Creative Photographic Processes	Course review	4/27/2021
Course Review	HEAL	PE 140abc Intercollegiate Sand Volleyball Team [Intercollegiate Beach Volleyball Team]	Course review; Changes to catalog description; descriptive title	4/27/2021
Course Review	HEAL	PE 409 Adapted Yoga	Course review	4/27/2021
Course Review	HUMA	ENGL 1B Literature and Composition	Course review	4/27/2021
Course Review	HUMA	ENGL 1BH Honors Literature and Composition	Course review	4/27/2021
Course Review	HUMA	ENGL 1C Critical Thinking and Composition	Course review; Changes to catalog description; course units; lecture hours	4/27/2021
Course Review	HUMA	ENGL 1CH Honors Critical Thinking and Composition	Course review; Changes to catalog description; course units; lecture hours	4/27/2021
Course Review	HUMA	ENGL 39 Literature and Film	Course review; Change to conditions of enrollment	4/27/2021
Course Review	HUMA	JOUR 6 Basic Photojournalism	Course review; Changes to catalog description; conditions of enrollment	4/27/2021

Approved Curriculum Changes Proposed for 2022-2023

Course Review	HUMA	JOUR 7ab Advanced Photojournalism	Course review	4/27/2021
Inactivation	HUMA	TUTR 200 Theory and Practice of Tutoring	Inactivation	4/27/2021
New Course	BUSI	BUS 118 Investing in Financial Markets	New course; Added new DE version (online/hybrid)	4/27/2021
Program Revision	BUSI	Business Administration AS-T	Program revision; Change to course requirements	4/27/2021
Program Revision	BUSI	Business Management AS Degree	Program revision; Change to course requirements	4/27/2021