



EL CAMINO COLLEGE
FINE ARTS DIVISION

*Art • Communication Studies • Dance
Film/Video • Music • Photography • Theatre
Art Gallery • Center for the Arts*

Division Curriculum Committee

MEETING DATE: March 25, 2021

LOCATION: ZOOM

TIME: 1:00PM-2:00PM

RECORDER: D. Kyte, Sr. Clerical Assistant

ATTENDING:

- | | |
|---|--|
| <input checked="" type="checkbox"/> D. Berney | <input checked="" type="checkbox"/> I. Mori |
| <input checked="" type="checkbox"/> P. Chambers-Salazar | <input checked="" type="checkbox"/> B. Price, Dean |
| <input type="checkbox"/> L. Leach | <input checked="" type="checkbox"/> W. Cox, Associate Dean |
| <input checked="" type="checkbox"/> J. Minei | |

GUEST:

MEETING MINUTES

I. INFORMATION/ANNOUNCEMENTS

A. Minutes from February 23, 2021

1. Approved.
2. W. Cox will look into the Dance Cert that did not pass through CCC that was discussed at 2/23/2021 meeting.

B. Important Dates

1. Department Reviews

- a. Monday, March 29th
- b. Monday, April 19th
 1. These are the next 2 deadlines to get courses to the CCC.

2. DCC Reviews

- a. Friday, April 2nd
 1. Date course need to be approved before this date so J. Minei can send them through to the CCC.
- b. Friday, April 23rd
 1. Last deadline for DCC to approve courses to J. Minei for Spring 2021 to get courses sent to CCC.

II. DISCUSSION/ACTIONS

A. CCC Report – J. Minei

1. Things have been slow. The certificates are still in the paper process.
2. We may need to take some of the certificates and transfer them over to the new forms.
3. P. Chambers-Salazar inquired about the process for getting a Music certificate through. J. Minei will look into this.
4. W. Cox will check with J. Young on the procedure for new certificates.

B. Spring 2021 Reviews – W. Cox

1. Music, Art and Film still need several reviews.

C. Review Process – W. Cox, J. Minei

1. Verbiage for no changes: *“No Changes The faculty have reviewed this proposal and have determined that no changes are needed at this time.”*
 - a. This should be entered into the Justification Box.
2. View Changes with Markup feature
 - a. Remind faculty when reviewing courses in Curriculog, click on “View Changes with Markup” to view any changes that were made.
3. Textbook discipline standard annotation
 - a. They prefer that textbooks be texts published within the last 5 years.
 - b. Some courses may have the discipline standard. If so, this verbiage should be entered in the Textbook discipline standard section.
4. Department review
 - a. D. Kyte is listed as an approver in all departments in Curriculog. Do we want to keep her on this or pull her from the department list? The committee agreed to leave her on the department lists for the time being. She can be removed from individual departments if requested

III. OTHER

- A. W. Cox reviewed a spreadsheet he is developing to search CCC Course Inventory. It also lists links and resources to assist with researching and developing new curriculum. He is working on a way to send it out to faculty.