

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
May 10, 2022

CALL TO ORDER

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

Recorder: L. Plum

Members:

Present: E. Ambrosio, M. Anderson, K. Daniel-DiGregorio, M. Kline, M. Lipe, M. McMillan, J. Minei,
Z. Murdock, R. Padilla, S. Porter

Excused: J. Sims

Absent: W. Cox

Ex-Officio Members:

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

Excused: I. Zugic

Absent: J. Abulaban, L. Young

Guests: L. Linka

1. APPROVAL OF MINUTES

The minutes of April 26, 2022 were approved via email by the CCC on May 3, 2022.

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

Chair Young thanked the CCC for approving the minutes via email, S. Porter for serving as the Standard Review representative for today's meeting, M. Anderson for agreeing to serve in this position for our final meeting on May 24, and the CCC for reviewing the proposals for today's meeting.

L. Plum was welcomed and it was noted that she is serving as the recorder for the meeting as C. Escutia is on vacation. Chair Young explained that she continues to meet with L. Plum regularly and that she continues to advise us on curriculum matters. She thanked L. Plum for her continued service.

J. Young provided an update on the pilot program for HyFlex courses for fall 2022. Dr. Sims asked that the CCC be informed that she is in full support. Chair Young explained that the CCC will be entertaining a motion for provisional approval of three (3) courses for HyFlex delivery for the pilot and further explained that:

- Instructors will be teaching on campus 100% of the time from the DE Conference Room.
- The class will also be available to enrolled students on Zoom at the same time.
- Each week students can choose if they wish to come to campus or attend class via Zoom.
- Based on what is learned from the pilot, revisions to the DE addendum will be formally addressed in fall.

The Eligibility for English 1A User Guide was presented. It will be sent to CCC members and clerical support staff and posted on the CCC website.

Dr. Sims asked that the CCC be updated on the Curriculum Specialist position. The process is moving forward and she anticipates hiring the new specialist in June.

The terms for CCC representatives were discussed. The following representatives will continue in this position:

Michael Anderson (2025)

Jon Minei (2025)

Mark Lipe (2024)

Walter Cox (2025)

D. Eldanaf will serve as the CCC representative for Mathematical Sciences as E. Ambrosio is taking on the role of CCC chair.

3. CURRICULUM REVIEW

Chair Young explained that Fashion 2 was being moved to the May 24 meeting to further review prerequisite wording and matching skills.

A. Full Course Review

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

1. Art 194 (ART 194)
2. Art 245A (ART 245A)
3. Automotive Technology 53 (ATEC 53)
4. Biology 75 (BIOL 75)
5. Biology 76 (BIOL 76)
6. Biology 77 (BIOL 77)
7. Biology 78 (BIOL 78)
8. Biology 79 (BIOL 79)
9. Construction Technology 150 (CTEC 150)
10. Construction Technology 160 (CTEC 160)
11. Mathematics 150 (MATH 150)
12. Mathematics 150H (MATH 150H)
13. Music 290 (MUSI 290)
14. Noncredit Construction Technology 3 (NCTE 3)
15. Noncredit Construction Technology 4 (NCTE 4)
16. Physical Education 275 (PE 275)
17. Radiologic Technology 328 (RTEC 328)

B. Consent Agenda Proposals

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

1. Administration of Justice 21 (AJ 21)
2. Administration of Justice 26 (AJ 26)
3. Administration of Justice 130 (AJ 130)
4. Administration of Justice 150 (AJ 150)
5. Administration of Justice 155 (AJ 155)

6. Automotive Technology 28 (ATEC 28)
7. Automotive Technology 33 (ATEC 33)
8. Automotive Technology 42 (ATEC 42)
9. Automotive Technology 51 (ATEC 51)
10. Automotive Technology 81 (ATEC 81)
11. Business 159 (BUS 159)
12. Business 161 (BUS 161)
13. Business 169 (BUS 169)
14. Communication Studies 140 (COMS 140)
15. Construction Technology 100 (CTEC 100)
16. Construction Technology 110 (CTEC 110)
17. Construction Technology 180 (CTEC 180)
18. Dance 101 (DANC 101)
19. Dance 161 (DANC 161)
20. Dance 165 (DANC 165)
21. Dance 167 (DANC 167)
22. Dance 265 (DANC 265)
23. Engineering Technology 10 (ETEC 10)
24. Engineering Technology 10A (ETEC 10A)
25. Engineering Technology 10B (ETEC 10B)
26. Fashion 1 (FASH 1)
27. Fashion 10 (FASH 10)
28. Fashion 44 (FASH 44)
29. Music 101 (MUSI 101)
30. Music 102B (MUSI 102B)
31. Music 116 (MUSI 116)
32. Music 117 (MUSI 117)
33. Music 266abcd (MUSI 266abcd)
34. Noncredit Construction Technology 1 (NCTE 1)
35. Noncredit Construction Technology 2 (NCTE 2)
36. Nursing 224 (NURS 224)
37. Nursing 230 (NURS 230)
38. Nursing 232 (NURS 232)
39. Nursing 238 (NURS 238)
40. Nursing 240 (NURS 240)
41. Nursing 244 (NURS 244)
42. Physical Education 248 (PE 248)
43. Recreation 207 (RECR 207)

CURRICULUM DISCUSSION

A. Full Course Review

Fine Arts Division

The following courses were presented for course review:

ART 194 Gallery Management and Artist Career Issues [Gallery Management and Exhibition Design]

MUSI 290 Intermediate Applied Music/Individual Lessons

The following course was presented as a new course proposal:

ART 245A Intermediate Web Animation and Games

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

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

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

Health Sciences & Athletics Division

The following courses were presented for course review:

PE 275 Sport Psychology

RTEC 328 Clinical Experience 7

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

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

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

Industry & Technology Division

The following courses were presented for course review:

ATEC 53 Hybrid, Fuel-Cell and Electric Vehicle Diagnosis & Repair

CTEC 150 Contract Estimating

CTEC 160 Business and Legal Aspects of Contracting

NCTE 3 Occupational Safety and Health Administration (OSHA) 10 Certification

NCTE 4 Occupational Safety and Health Administration (OSHA) 30 Standards for Construction Safety

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

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

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

Mathematical Sciences Division

The following courses were presented for course review:

MATH 150 Elementary Statistics with Probability

MATH 150H Honors Elementary Statistics with Probability

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

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

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

Natural Sciences Division

The following courses were presented as new course proposals:

- BIOL 75 Introduction to Biotechnology
- BIOL 76 Introduction to Biotechnology Laboratory
- BIOL 77 Biotechnology A: Basic Lab Skills
- BIOL 78 Quality and Regulatory Compliance in the Biosciences
- BIOL 79 Biotechnology B: Proteins and other Biomolecules

It was moved by Z. Murdock, seconded by M. Kline, that the committee approve the course proposals. The motion carried.

It was moved by Z. Murdock, seconded by M. Kline, that the committee approve the course delivery methods. The motion carried.

It was moved by Z. Murdock, seconded by M. Kline, that the committee approve the conditions of enrollment. The motion carried.

B. Consent Agenda Proposals

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

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

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

4. VICE PRESIDENT'S REPORT: Vice President of Academic Affairs – J. Sims
No report.

5. ANNOUNCEMENTS

- The Curriculog Café will be open after the meeting today.
- Next CCC Meeting: May 24, 2022 – 2:30-4:30 p.m., via Zoom.

6. ADJOURNMENT

Chair Young called for a motion to adjourn the meeting. J. Minei moved to adjourn, E. Ambrosio seconded, and the motion carried. Meeting was adjourned at 2:48 p.m.

Approved Curriculum Changes Proposed for 2023-2024

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	BUSI	BUS 159 Financial Auditing	Course review	5/10/2022
Course Review	BUSI	BUS 161 Business Taxation	Course review	5/10/2022
Course Review	BUSI	BUS 169 Accounting Ethics	Course review	5/10/2022
Course Review	FINE	ART 194 Gallery Management and Artist Career Issues [Gallery Management and Exhibition Design]	Course review; Changes to catalog description; conditions of enrollment; descriptive title; lecture/lab hours; units; Added new DE version (online/hybrid)	5/10/2022
Course Review	FINE	COMS 140 Small Group Communication	Course review	5/10/2022
Course Review	FINE	DANC 101 Dance Appreciation	Course review	5/10/2022
Course Review	FINE	DANC 161 Tap Dance I - Beginning	Course review	5/10/2022
Course Review	FINE	DANC 165 African Dance	Course review	5/10/2022
Course Review	FINE	DANC 167 Social and Ballroom Dance	Course review	5/10/2022
Course Review	FINE	DANC 265 Intermediate African Dance	Course review	5/10/2022
Course Review	FINE	MUSI 101 Music Fundamentals	Course review	5/10/2022
Course Review	FINE	MUSI 116 History of Rock Music	Course review; Changes to catalog description; conditions of enrollment	5/10/2022
Course Review	FINE	MUSI 117 Music of the Beatles	Course review; Change to conditions of enrollment	5/10/2022
Course Review	FINE	MUSI 266abcd Studio Jazz Band	Course review	5/10/2022
Course Review	FINE	MUSI 290 Intermediate Applied Music/Individual Lessons	Course review; Change to catalog description	5/10/2022
Course Review	HEAL	AJ 21 Introduction to Emergency Management	Course review; Change to conditions of enrollment	5/10/2022
Course Review	HEAL	AJ 26 Introduction to Terrorism and Counterterrorism	Course review; Change to conditions of enrollment	5/10/2022
Course Review	HEAL	AJ 130 Criminal Procedures	Course review; Change to conditions of enrollment	5/10/2022
Course Review	HEAL	AJ 150 Peace Officer Training Module - Level III	Course review	5/10/2022
Course Review	HEAL	AJ 155 Peace Officer Training Module - Level II	Course review	5/10/2022
Course Review	HEAL	NURS 224 Nursing Pharmacology	Course review	5/10/2022

Approved Curriculum Changes Proposed for 2023-2024

Course Review	HEAL	NURS 230 Mental Health Nursing	Course review; Change to conditions of enrollment	5/10/2022
Course Review	HEAL	NURS 232 Obstetrical Patients and the Newborn	Course review; Change to conditions of enrollment	5/10/2022
Course Review	HEAL	NURS 238 Nursing Skills Practicum II	Course review; Change to conditions of enrollment	5/10/2022
Course Review	HEAL	NURS 240 Intermediate Medical-Surgical Nursing I	Course review; Change to conditions of enrollment	5/10/2022
Course Review	HEAL	NURS 244 Nursing Skills Practicum III	Course review; Change to conditions of enrollment	5/10/2022
Course Review	HEAL	PE 248 Swimming, Water Safety Instructor	Course review; Change to conditions of enrollment; Added new DE version (hybrid)	5/10/2022
Course Review	HEAL	PE 275 Sport Psychology	Course review; Changes to catalog description; conditions of enrollment	5/10/2022
Course Review	HEAL	RECR 207 Introduction to Recreation	Course review; Change to conditions of enrollment	5/10/2022
Course Review	HEAL	RTEC 328 Clinical Experience 7	Course review; Changes to lecture/lab hours	5/10/2022
Course Review	ITEC	ATEC 28 BAR Level II Smog Check Inspector Training	Course review	5/10/2022
Course Review	ITEC	ATEC 33 Transmissions, Drive Train and Drive Axles	Course review; Change to conditions of enrollment	5/10/2022
Course Review	ITEC	ATEC 42 Engine Repair	Course review	5/10/2022
Course Review	ITEC	ATEC 51 Introduction to Alternative Fuel Vehicles	Course review; Change to conditions of enrollment	5/10/2022
Course Review	ITEC	ATEC 53 Hybrid, Fuel-Cell and Electric Vehicle Diagnosis & Repair	Course review; Change to conditions of enrollment	5/10/2022
Course Review	ITEC	ATEC 81 Automotive Air Conditioning	Course review; Change to conditions of enrollment	5/10/2022
Course Review	ITEC	CTEC 100 Building Fundamentals	Course review	5/10/2022
Course Review	ITEC	CTEC 110 Additions and Remodeling	Course review	5/10/2022

Approved Curriculum Changes Proposed for 2023-2024

Course Review	ITEC	CTEC 150 Contract Estimating	Course review; Changes to catalog description; conditions of enrollment	5/10/2022
Course Review	ITEC	CTEC 160 Business and Legal Aspects of Contracting	Course review; Change to conditions of enrollment	5/10/2022
Course Review	ITEC	CTEC 180 Residential Plumbing	Course review	5/10/2022
Course Review	ITEC	ETEC 10 Principles of Engineering Technology	Course review	5/10/2022
Course Review	ITEC	ETEC 10A Principles of Engineering Technology I	Course review	5/10/2022
Course Review	ITEC	ETEC 10B Principles of Engineering Technology II	Course review	5/10/2022
Course Review	ITEC	FASH 1 Career Opportunities in Fashion	Course review; Change to conditions of enrollment	5/10/2022
Course Review	ITEC	FASH 10 Clothing Construction I	Course review	5/10/2022
Course Review	ITEC	FASH 44 Fashion Show Production and Promotions	Course review; Change to conditions of enrollment	5/10/2022
Course Review	ITEC	NCTE 1 Fundamentals of Construction	Course review	5/10/2022
Course Review	ITEC	NCTE 2 Basic Forklift	Course review	5/10/2022
Course Review	ITEC	NCTE 3 Occupational Safety and Health Administration (OSHA) 10 Certification	Course review; Change to lecture hours	5/10/2022
Course Review	ITEC	NCTE 4 Occupational Safety and Health Administration (OSHA) 30 Standards for Construction Safety	Course review	5/10/2022
Course Review	MATH	MATH 150 Elementary Statistics with Probability	Course review; Change to conditions of enrollment; Added new DE version (hybrid)	5/10/2022
Course Review	MATH	MATH 150H Honors Elementary Statistics with Probability	Course review; Change to conditions of enrollment	5/10/2022
DE Addendum	FINE	MUSI 102B Advanced Sightsinging	DE addendum; Added new DE version (online/hybrid)	5/10/2022
New Course	FINE	ART 245A Intermediate Web Animation and Games	New course; Added new DE version (online/hybrid)	5/10/2022
New Course	NSCI	BIOL 75 Introduction to Biotechnology	New course; Added new DE version (online/hybrid)	5/10/2022

Approved Curriculum Changes Proposed for 2023-2024

New Course	NSCI	BIOL 76 Introduction to Biotechnology Laboratory	New course	5/10/2022
New Course	NSCI	BIOL 77 Biotechnology A: Basic Lab Skills	New course; Added new DE version (online/hybrid)	5/10/2022
New Course	NSCI	BIOL 78 Quality and Regulatory Compliance in the Biosciences	New course; Added new DE version (online/hybrid)	5/10/2022
New Course	NSCI	BIOL 79 Biotechnology B: Proteins and other Biomolecules	New course; Added new DE version (online/hybrid)	5/10/2022