EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
October 12, 2021

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, W. Cox, M. Kline, M. Lipe, M. McMillan, J. Minei, Z. Murdock, R. Padilla, S. Porter, J. Sims

Ex-Officio Members:
Present: L. Plum, L. Suekawa, M. Wolfenstein, I. Zugic
Absent: C. Gardella, L. Justice, L. Young

Guests: L. Linka, R. Merrill

1. **APPROVAL OF MINUTES**

    The minutes of September 28, 2021 were approved via email by the CCC on October 5, 2021.

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

    Chair Young thanked the CCC for approving the September 28 minutes via email, C. Cervantes for serving as the Standard Review representative for today's meeting, and M. Lipe for agreeing to serve as the representative for the next meeting.

    It was also mentioned that the Prerequisite/Corequisite /Matching Skills Training is being postponed to the next meeting and that the Curriculog Café will not be available after today's meeting. CCC members were asked to email Chair Young with any questions.

    Chair Young also mentioned that CHEM 21A is being removed from today's agenda and will be reviewed at the October 26 meeting in order to give faculty time to finalize the prerequisites and matching skills.

3. **CURRICULUM REVIEW**

    A. **Full Course Review**
        The committee approved the following courses, which are ready for final action:
        1. Business 1A (BUS 1A) **[150]**
        2. Business 1B (BUS 1B) **[151]**
        3. Business 2A (BUS 2A) **[152]**
        4. Business 2B (BUS 2B) **[153]**
        5. Business 3 (BUS 3) **[165A]**
        6. Business 4 (BUS 4) **[157]**
        7. Business 5A (BUS 5A) **[160]**

8. Business 164 (BUS 164)
9. Business 165B (BUS 165B)
10. Business 165C (BUS 165C)
11. Business 165D (BUS 165D)
12. Chemistry 21B (CHEM 21B)
13. English 23A (ENGL 23A)
14. Geology 15 (GEOL 15)

B. Full Program Review
The committee approved the following program, which is ready for final action:
1. CIS: Cloud Computing and Programming with Amazon Web Services Certificate of Achievement

C. Consent Agenda Proposals
The committee approved the following course, which is ready for final action:
1. Chemistry 21B (CHEM 21B)

CURRICULUM DISCUSSION

A. Full Course Review

Business Division

The following courses were presented for course review:

BUS 1A [150] Financial Accounting
BUS 1B [151] Managerial Accounting
BUS 2A [152] Intermediate Accounting I
BUS 2B [153] Intermediate Accounting II
BUS 3 [165A] QuickBooks
BUS 4 [157] Cost Accounting
BUS 5A [160] Income Tax Accounting

The following courses were presented as new course proposals:

BUS 164 California Taxation and Regulatory Review
BUS 165B Accounting Software Systems
BUS 165C Income Tax Computer Applications
BUS 165D Accounting Data Analytics

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

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

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

Humanities Division

The following course was presented for course review:

> ENGL 23A Introduction to Creative Nonfiction

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

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

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

Natural Sciences Division

The following courses were presented for course review:

> CHEM 21B Survey of Organic and Biochemistry
> GEOL 15 Natural Disasters

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

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

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

B.   **Full Program Review**

Business Division

Cloud Computing and Programming with Amazon Web Services Certificate of Achievement was presented for program revision.

It was moved by S. Porter, seconded by J. Minei, that the committee approve the proposal. The motion carried.

C.   **Consent Agenda Proposals**

It was moved by Z. Murdock, seconded by E. Ambrosio, that the committee approve the consent agenda proposal. The motion carried.

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

4.   **CURRICULUM ADVISOR'S REPORT:** Curriculum Advisor – L. Plum
No report.

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

J. Sims thanked the CCC members for their continued work on the committee. She communicated President Thames' vision for growth in Dual Enrollment, adult education and non-credit courses and encouraged committee members to speak with their colleagues to find areas to create adult education and non-credit pathways.

6. **ANNOUNCEMENTS**

    ▪ Next CCC Meeting: October 26, 2021 – 2:30-4:30 p.m., via Zoom.

7. **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 2:43 p.m.

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	BUSI	BUS 1A [150] Financial Accounting	Course review; Change to course number	10/12/2021
Course Review	BUSI	BUS 1B [151] Managerial Accounting	Course review; Changes to conditions of enrollment; course number	10/12/2021
Course Review	BUSI	BUS 2A [152] Intermediate Accounting I	Course review; Changes to conditions of enrollment; course number	10/12/2021
Course Review	BUSI	BUS 2B [153] Intermediate Accounting II	Course review; Changes to conditions of enrollment; course number	10/12/2021
Course Review	BUSI	BUS 3 [165A] QuickBooks	Course review; Change to course number	10/12/2021
Course Review	BUSI	BUS 4 [157] Cost Accounting	Course review; Changes to conditions of enrollment; course number	10/12/2021
Course Review	BUSI	BUS 5A [160] Income Tax Accounting	Course review; Changes to conditions of enrollment; course number	10/12/2021
Course Review	HUMA	ENGL 23A Introduction to Creative Nonfiction	Course review; Change to conditions of enrollment	10/12/2021
Course Review	NSCI	CHEM 21B Survey of Organic and Biochemistry	Course review; Changes to conditions of enrollment; lecture/lab hours; Added new DE version (hybrid)	10/12/2021
Course Review	NSCI	GEOL 15 Natural Disasters	Course review; Change to conditions of enrollment	10/12/2021
New Course	BUSI	BUS 164 California Taxation and Regulatory Review	New course	10/12/2021
New Course	BUSI	BUS 165B Accounting Software Systems	New course	10/12/2021
New Course	BUSI	BUS 165C Income Tax Computer Applications	New course	10/12/2021
New Course	BUSI	BUS 165D Accounting Data Analytics	New course	10/12/2021
Program Revision	BUSI	Cloud Computing and Programming with Amazon Web Services Certificate of Achievement	Program revision; Changes to course requirements; units	10/12/2021