

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
February 28, 2023

CALL TO ORDER

Meeting called to order at 2:35 p.m. by Chair Ambrosio.

Recorder: L. Plum

Members:

Present: W. Cox, K. Daniel-DiGregorio, M. Kline, M. Lipe, C. Lopez, M. McMillan, Z. Murdock,
R. Padilla, S. Porter, G. Song

Absent: M. Anderson, J. Minei

Ex-Officio Members:

Present: R. Gloyer, L. Marquez, L. Suekawa, M. Wolfenstein, L. Young

Excused: I. Zugic

Absent: L. Justice

Guests: L. Linka

1. APPROVAL OF MINUTES

The minutes of December 13, 2022 were approved via email by the CCC on December 23, 2022.

2. CHAIR'S REPORT: College Curriculum Committee Chair – E. Ambrosio

Chair Ambrosio thanked the CCC for approving the minutes of December 13 via email, J. Minei for serving as the Standard Review representative for today's meeting, and M. Lipe for agreeing to serve as the Standard Review representative for the next meeting.

All were thanked for their understanding in dealing with the extenuating circumstances. There was a brief discussion regarding the reasons for the extenuating courses, as well as courses not on the agenda. Chair Ambrosio tabled the following courses for further review: FTEC 138, NURS 230, NURS 238, and DANC 221.

3. CURRICULUM REVIEW

A. Full Course Review

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

1. Computer Science 1H (CSCI 1H)
2. Fashion 5 (FASH 5)
3. Noncredit English as a Second Language 600 (NESL 600)
4. Noncredit English as a Second Language 601 (NESL 601)
5. Noncredit English as a Second Language 602 (NESL 602)
6. Noncredit English as a Second Language 603 (NESL 603)
7. Noncredit English as a Second Language 604 (NESL 604)
8. Noncredit English as a Second Language 605 (NESL 605)
9. Noncredit English as a Second Language 606 (NESL 606)

B. Full Program Review

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

1. Computer Science: Data Science Certificate of Achievement
2. English as a Second Language Certificate of Competency
3. Kinesiology: Health and Wellness Certificate of Achievement
4. Radiologic Technology A.S. Degree
5. Radiologic Technology Certificate of Accomplishment
6. Respiratory Care B.S. Degree
7. Sign Language/Interpreter Training A.A. Degree
8. Sign Language/Interpreter Training Certificate of Achievement

C. Consent Agenda Proposals

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

1. Administration of Justice 116 (AJ 116)
2. Bachelor of Science Respiratory Care 371 (BSRC 371)
3. Bachelor of Science Respiratory Care 373 (BSRC 373)
4. Bachelor of Science Respiratory Care 375 (BSRC 375)
5. Bachelor of Science Respiratory Care 377 (BSRC 377)
6. Bachelor of Science Respiratory Care 379 (BSRC 379)
7. Bachelor of Science Respiratory Care 481 (BSRC 481)
8. Bachelor of Science Respiratory Care 483 (BSRC 483)
9. Bachelor of Science Respiratory Care 485 (BSRC 485)
10. Bachelor of Science Respiratory Care 487 (BSRC 487)
11. Computer Science 12 (CSCI 12)
12. Music 264abcd (MUSI 264abcd)
13. Music 269abcd (MUSI 269abcd)

CURRICULUM DISCUSSION

A. Full Course Review

Humanities Division

The following courses were presented as new course proposals:

- NESL 600 ESL Integrated Skills, Beginning Literacy
- NESL 601 ESL Integrated Skills, Beginning Low
- NESL 602 ESL Integrated Skills, Beginning High
- NESL 603 ESL Integrated Skills, Intermediate Low
- NESL 604 ESL Integrated Skills, Intermediate High
- NESL 605 ESL Integrated Skills, Advanced
- NESL 606 Citizenship Preparation

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

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

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

Industry & Technology Division

FASH 5 Intermediate Computer Fashion Illustration was presented as a new course proposal.

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

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

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

Mathematical Sciences Division

CSCI 1H Honors Problem Solving and Program Design Using C++ was presented as a new course proposal.

It was moved by S. Porter, seconded by W. Cox, that the committee approve the course proposal. The motion carried.

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

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

B. Full Program Review

Health Sciences & Athletics Division

The Radiologic Technology A.S. Degree was presented for program revision. The Radiologic Technology Certificate of Accomplishment was presented for inactivation.

The Respiratory Care B.S. Degree and Kinesiology: Health & Wellness Certificate of Achievement were presented as new program proposals.

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

Humanities Division

The English as a Second Language Certificate of Competency was presented for program revision.

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

Library & Learning Resources Division

The Sign Language/Interpreter Training A.A. Degree and Sign Language/Interpreter Training Certificate of Achievement were presented for program revision.

It was moved by W. Cox, seconded by M. Kline, that the committee approve the program proposals. M. Lipe opposed the motion due to concerns regarding information in the proposals. As a result, the programs were tabled for further review.

Mathematical Sciences Division

The Data Science Certificate of Achievement was presented as a new program proposal.

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

C. Consent Agenda Proposals

It was moved by W. Cox, seconded by M. Kline/M. Lipe, that the committee approve the consent agenda proposals. The motion carried.

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

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

4. HYFLEX DE ADDENDUM:

M. Wolfenstein reviewed the draft of the revised addendum. It was explained that Question: section 5/6 – applies to all sections but understand need to move forward as soon as the technology is available, there will be a discussion if it makes sense to have the delivery method. Leave alone for now and address course texts as they should be the same. It was stated the numbers would need to be redone.

L. Suekawa requested that ECC continue the practice of including the dates for OER text and should because it helps with GE reviews and approvals.

E. Ambrosio stated this would be the first read and a vote would take place at the next meeting. A link would be shared to review the final draft. He also informed there will be a future discussion about the language regarding emergency language in the DE addendum.

5. NONCREDIT COURSE RENUMBERING:

It was reiterated that noncredit course renumbering to 500/600. The process would be similar to how the DE addendums were approved en masse as long as only the number is changing. If there are other modifications, the courses will need to go through the appropriate review process.

It was explained that NESL would keep the “N” designation for the population those courses were created for. Other courses will be denoted as noncredit by the number and in the catalog description.

6. CURRICULUM CHAIR PRO TEM:

E. Ambrosio explained he would be taking paternity leave in the fall and spring. This would require a chair pro-tem to be assigned. The committee members were asked to consider volunteering for this position.

7. CURRICULUM SPECIALIST’S REPORT: Curriculum Specialist – L. Marquez

The committee was asked to remind colleagues to review instructions on the website about the curriculum process. Spring 2023 will be the last semester that new course worksheets are required and the Master Course File will be discontinued. The forms will still be available but not required.

There was a discussion about the MS Teams and where the Course Outline of Records (CORs) are stored and how to move forward making them publicly accessible. It was added that having the CORs available to faculty and staff would be beneficial. The layout of the Teams site was reviewed and it was explained how the files will be organized.

Committee members were encouraged to contact L. Marquez during the summer to discuss options to making CORs public.

8. VICE PRESIDENT’S REPORT: Vice President of Academic Affairs – C. Lopez

It was shared that the AB 1111 statewide committee is still formative and in fact-finding. Topics from the recent meeting was shared with the committee. It was stated that the intended implementation date is 7/1/2024. The expectation is to have guidelines with approximately one year to implement.

E. Ambrosio asked that committee members have the discussions with your DCC and colleagues about the upcoming work to be done.

9. ANNOUNCEMENTS

- The Curriculog Café will be open after the meeting today.
- Next CCC Meeting: March 14, 2023 – 2:30-4:30 p.m., DE 166/Zoom

10. ADJOURNMENT

Chair Ambrosio adjourned the meeting at 3:25 p.m.

Approved Curriculum Changes Proposed for 2023-2024

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	FINE	MUSI 264abcd String Ensembles	Course review; Changes to lecture/lab hours	2/28/2023
Course Review	FINE	MUSI 269abcd Guitar Ensembles	Course review; Changes to lecture/lab hours	2/28/2023
Course Review	MATH	CSCI 12 Programming for Internet Applications Using PHP, JavaScript, and HTML	Course review; Changes to lecture/lab hours	2/28/2023
DE Addendum	HEAL	AJ 116 Ethics in Law Enforcement	DE addendum; Added new DE version (online)	2/28/2023
DE Addendum	HEAL	BSRC 371 Principles of Evidence Based Medicine	DE addendum; Added new DE version (online)	2/28/2023
DE Addendum	HEAL	BSRC 373 Respiratory Care Management and Supervisorial Skills	DE addendum; Added new DE version (online)	2/28/2023
DE Addendum	HEAL	BSRC 375 Evidenced-Based Medicine in Respiratory Care	DE addendum; Added new DE version (online)	2/28/2023
DE Addendum	HEAL	BSRC 377 Respiratory Care Management Using Evidence Based Medicine	DE addendum; Added new DE version (online)	2/28/2023
DE Addendum	HEAL	BSRC 379 Respiratory Care Management of Budget Development and Personnel Issues	DE addendum; Added new DE version (online)	2/28/2023
DE Addendum	HEAL	BSRC 481 Case Management in Pulmonary Emergency Medicine	DE addendum; Added new DE version (online)	2/28/2023
DE Addendum	HEAL	BSRC 483 Case Management in Chronic Pulmonary Disease	DE addendum; Added new DE version (online)	2/28/2023
DE Addendum	HEAL	BSRC 485 Case Management in Sleep Apnea and Pulmonary Function Testing Issues	DE addendum; Added new DE version (online)	2/28/2023
DE Addendum	HEAL	BSRC 487 Case Management Issues in Respiratory Care Management	DE addendum; Added new DE version (online)	2/28/2023
New Course	HUMA	NESL 600 ESL Integrated Skills, Beginning Literacy	New course; Added new DE version (online/hybrid)	2/28/2023
New Course	HUMA	NESL 601 ESL Integrated Skills, Beginning Low	New course; Added new DE version (online/hybrid)	2/28/2023
New Course	HUMA	NESL 602 ESL Integrated Skills, Beginning High	New course; Added new DE version (online/hybrid)	2/28/2023
New Course	HUMA	NESL 603 ESL Integrated Skills, Intermediate Low	New course; Added new DE version (online/hybrid)	2/28/2023

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New Course	HUMA	NESL 604 ESL Integrated Skills, Intermediate High	New course; Added new DE version (online/hybrid)	2/28/2023
New Course	HUMA	NESL 605 ESL Integrated Skills, Advanced	New course; Added new DE version (online/hybrid)	2/28/2023
New Course	HUMA	NESL 606 Citizenship Preparation	New course; Added new DE version (online/hybrid)	2/28/2023
New Course	ITEC	FASH 5 Intermediate Computer Fashion Illustration	New course	2/28/2023
New Course	MATH	CSCI 1H Honors Problem Solving and Program Design Using C++	New course	2/28/2023
New Program	HEAL	Kinesiology: Health & Wellness Certificate of Achievement	New program	2/28/2023
New Program	HEAL	Respiratory Care B.S. Degree	New program	2/28/2023
New Program	MATH	Computer Science: Data Science Certificate of Achievement	New program	2/28/2023
Program Inactivation	HEAL	Radiologic Technology Certificate of Accomplishment	Program inactivation	2/28/2023
Program Revision	HEAL	Radiologic Technology A.S. Degree	Program revision; Changes to catalog program description; course requirements; program prerequisites; units; revised course sequence	2/28/2023
Program Revision	HUMA	English as a Second Language Certificate of Competency	Program revision; Change to course requirements	2/28/2023