

**EL CAMINO COLLEGE**  
**MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)**  
**September 13, 2022**

**CALL TO ORDER**

Meeting called to order at 2:31 p.m. by Chair Ambrosio.

**Recorder:** C. Escutia

**Members:**

*Present:* M. Anderson, W. Cox, K. Daniel-DiGregorio, D. Eldanaf, M. Kline, M. Lipe, C. Lopez, M. McMillan, J. Minei, Z. Murdock, R. Padilla, S. Porter

**Ex Officio Members:**

*Present:* R. Gloyer, L. Marquez, L. Suekawa, M. Wolfenstein, I. Zugic

*Absent:* L. Justice, L. Young

**Guests:** L. Linka, J. Meredith

**1. APPROVAL OF MINUTES**

The minutes of May 24, 2022 were approved via email by the CCC on June 2, 2022.

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

Chair Ambrosio welcomed the CCC back, for those attending in-person and by Zoom, and thanked the CCC for approving the minutes of May 24, 2022 via email. He began the meeting by asking each member to introduce themselves to the committee. Chair Ambrosio announced that the Respiratory Care Baccalaureate Degree Program has been conditionally approved pending board approval. At the next CCC meeting on September 27, training will focus on aligning SLOs with curriculum.

**3. CERTIFICATION TRAINING:**

Chair Ambrosio conducted the annual certification training of the College Curriculum Committee. This training is required annually for the College to continue to approve specified courses, certificates, and degrees locally. Elements of local approval certification and local policies and procedures were reviewed.

A discussion ensued concerning AB1111, which requires the Community Colleges to establish a common course numbering system for all required courses for general education and transfer pathways, and requires each campus to adopt the common course numbering to their course catalog by no later than July 1, 2024.

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

L. Marquez shared onscreen and reviewed the new user guide, “Curriculum Process & Instructions,” which can be found on the CCC website at <https://www.elcamino.edu/academic-senate/college-curriculum-committee/user-guides.aspx>. The guide provides helpful information on the internal process and steps for creating a new course, degree or certificate, revisions to existing courses/programs, inactivations, and DE addendums.

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

C. Lopez reported that the Chancellor’s Office is currently in the process of creating a work group to provide guidance and information to the colleges regarding the common course numbering system that must be implemented within the next couple of years. C. Lopez shared his excitement regarding the Respiratory Care Bachelor Degree program coming to El Camino. He thanked Chair Ambrosio and L. Marquez for their work in getting curriculum off to a great start this semester.

**6. ANNOUNCEMENTS**

- The Curriculog Café will be open after the meeting today.
- Next CCC Meeting: September 27, 2022 – 2:30-4:30 p.m., DE 166/Zoom

**7. ADJOURNMENT**

Chair Ambrosio called for a motion to adjourn the meeting. J. Minei moved to adjourn, M. Kline seconded, and the motion carried. Meeting was adjourned at 3:37 p.m.