

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
February 27, 2024

CALL TO ORDER

Meeting called to order at 2:36 p.m. by Chair Ambrosio.

Recorder: C. Escutia

Members:

Present: M. Anderson, T. Bui, W. Cox, K. Daniel-DiGregorio, M. Kline, M. Lipe, C. Lopez,
M. McMillan, J. Minei, R. Padilla, S. Porter, G. Song

Ex Officio Members:

Present: E. Ambrosio, L. Marquez, L. Suekawa, M. Wolfenstein

Absent: J. Irie, L. Justice, L. Young

Guests: M. Bremen, J. Gray, V. Phamdo, M. Yeber

1. APPROVAL OF MINUTES

The minutes of December 12, 2023, were approved via email by the CCC on December 19, 2023.

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

Chair Ambrosio welcomed T. Bui, who will be the CCC representative for Natural Sciences for the spring semester. He thanked the CCC for approving the minutes of December 12 via email, J. Minei for serving as the Standard Review representative for today's meeting, and M. Kline for agreeing to serve as the Standard Review representative for the next meeting.

3. CURRICULUM REVIEW

A. Full Course Review

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

1. Architecture 173 (ARCH 173)
2. Architecture 253 (ARCH 253)
3. Computer Aided Design/Drafting 14 (CADD 14)
4. Computer Aided Design/Drafting 16 (CADD 16)
5. Computer Aided Design/Drafting 22 (CADD 22)
6. Computer Aided Design/Drafting 23 (CADD 23)
7. Computer Aided Design/Drafting 24 (CADD 24)
8. Environmental Technology 201 (ET 201) [Sustainable Energy 201 (SUST 201)]
9. Environmental Technology 202 (ET 202) [Sustainable Energy 202 (SUST 202)]
10. Environmental Technology 203 (ET 203) [Sustainable Energy 209 (SUST 209)]
11. Environmental Technology 249 (ET 249) [Sustainable Energy 249 (SUST 249)]
12. Ethnic Studies 9 (ESTU 9)
13. Fashion 500 (FASH 500)
14. Nutrition Science 130 (NUTR 130)

15. Nutrition Science 150 (NUTR 150)
16. Pathways to Academic Success 508 (PASS 508)
17. Physical Education 208B (PE 208B)
18. Physical Education 252B (PE 252B)
19. Sustainable Energy 100 (SUST 100)
20. Sustainable Energy 111 (SUST 111)
21. Sustainable Energy 210 (SUST 210)
22. Sustainable Energy 221 (SUST 221)

B. Full Program Review

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

1. Allied Health: Medical Transcription Noncredit Certificate of Completion
2. Allied Health: Sterile Processing Technician Noncredit Certificate of Completion
3. CADD: CATIA – 3D Designer & Drafter Certificate of Accomplishment
4. CADD: Computer Aided Design/Drafting AS Degree
5. CADD: Computer Aided Design/Drafting Certificate of Achievement
6. CADD: SolidWorks – 3D Designer & Drafter Certificate of Accomplishment
7. Music AA-T Degree
8. Nutrition and Dietetics AS-T Degree
9. PASS: High School Equivalency Test Certificate of Competency

C. Consent Agenda Proposals

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

1. Communication Studies 100H (COMS 100H)
2. Communication Studies 120H (COMS 120H)
3. Communication Studies 130H (COMS 130H)
4. Communication Studies 265H (COMS 265H)
5. Computer Aided Design/Drafting 28 (CADD 28)
6. Computer Aided Design/Drafting 31 (CADD 31)
7. Computer Aided Design/Drafting 32 (CADD 32)
8. Computer Aided Design/Drafting 33 (CADD 33)

CURRICULUM DISCUSSION

A. Full Course Review

Behavioral & Social Sciences Division

ESTU 9 Introduction to Asian Pacific Islander Desi American Studies was presented as a new course proposal.

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

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

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

12 yes/ 0 no/ 0 abstentions

Health Sciences & Athletics Division

The following new courses were presented in order to modify the recommended preparation for both and the catalog description for PE 252B:

- PE 208B Intermediate Bowling
- PE 252B Intermediate Pickleball

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

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

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

12 yes/ 0 no/ 0 abstentions

Industry & Technology Division

The course number for NUTR 120 Food and Culture was corrected to NUTR 150.

The following courses were presented as new course proposals:

- ARCH 173 Live Urban Sketch
- ARCH 253 Drawing Construction Details
- CADD 14 Introduction to 3D Design with CATIA
- CADD 16 Advanced 3D Design with CATIA
- CADD 22 Introduction to 3D Design with SolidWorks
- CADD 23 Intermediate 3D Design with SolidWorks
- CADD 24 Advanced 3D Design with SolidWorks
- FASH 500 Online Small Business Fashion Startup
- NUTR 130 Food Safety and Sanitation
- NUTR 150 Food and Culture
- SUST 100 Sustainability in the Building Sector
- SUST 111 California Building Practices
- SUST 210 Zoning and Site Planning
- SUST 221 Energy and Carbon Reduction in Buildings

The following courses were presented for course review:

- ET [SUST] 201 Theory and Relevancy of Global Environmental Awareness [Theory of Environmental Stewardship]
- ET [SUST] 202 Sustainable Energy and Renewable Building Sciences and Technologies [Global Sustainability & Integration]
- ET 203 [SUST 209] Environmental Technology Materials and Methodologies [Sustainable Building Methods & Materials]
- ET [SUST] 249 Studio 3 - Performance & the Environment [Studio 3 – Sustainable Design and Ecology]

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

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

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

12 yes/ 0 no/ 0 abstentions

Library & Learning Division

Chair Ambrosio tabled NPAS 105 [PASS 505], NPAS 107 [PASS 507], NPAS 109 [PASS 509], and NPAS 115 [PASS 515] to the next meeting in order for members to review the courses under Full Review.

PASS 508 Financial Literacy Basics was presented as a new course proposal.

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

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

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

12 yes/ 0 no/ 0 abstentions

B. Full Program Review

Fine Arts Division

The Music AA-T was presented as a new program proposal.

It was moved by M. Lipe, seconded by J. Minei, that the committee approve the program proposal. The motion carried.

12 yes/ 0 no/ 0 abstentions

Health Sciences & Athletics Division

The following new programs were presented in order to correct the hours of instruction:

Allied Health: Medical Transcription Noncredit Certificate of Completion

Allied Health: Sterile Processing Technician Noncredit Certificate of Completion

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

12 yes/ 0 no/ 0 abstentions

Industry & Technology Division

Nutrition Science: Nutrition and Dietetics AS-T was presented as a new program proposal.

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

12 yes/ 0 no/ 0 abstentions

The following were presented for program revision:

Computer Aided Design/Drafting AS degree

Computer Aided Design/Drafting Certificate of Achievement

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

12 yes/ 0 no/ 0 abstentions

The following were presented as new program proposals:

CADD: CATIA – 3D Designer & Drafter Certificate of Accomplishment

CADD: SolidWorks – 3D Designer & Drafter Certificate of Accomplishment

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

12 yes/ 0 no/ 0 abstentions

Library & Learning Division

The High School Equivalency Test Certificate of Competency was presented as a new program proposal.

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

12 yes/ 0 no/ 0 abstentions

C. Consent Agenda Proposals

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

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

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

12 yes/ 0 no/ 0 abstentions

4. UPDATE ON CAL-GETC – Chair Ambrosio

Chair Ambrosio shared onscreen a slide presentation on the Cal-GETC update from the ASCCC meeting. A copy of the presentation will be sent to the Committee.

5. **CURRICULUM TRAINING ON PROCESSES AND FORMS** – L. Marquez
L. Marquez reviewed the information on the Forms and Resources CCC webpage and CCC Teams site. Information on the team site includes Course Outlines of Records and important Documents and Web Links related to curriculum. To access the Team site folders, go to Microsoft Teams, click the 'Teams' icon (left side), select *Curriculum Office – Documents for Divisions* > Files tab. L. Marquez reviewed the process for a new or modified program. A discussion ensued regarding how changes are made to SLOs. Chair Ambrosio suggested tabling the topic for future discussion.

6. **CURRICULUM SPECIALIST'S REPORT:** Curriculum Specialist – L. Marquez
Chair Ambrosio and L. Marquez recently attended the ASCCC Spring Regionals meeting. A copy of the slide presentations will be forwarded to the Committee.

7. **VICE PRESIDENT'S REPORT:** Vice President of Academic Affairs – C. Lopez
C. Lopez reported that Cal-GETC will not be fully implemented until 2025. The Associate Degree Taskforce will be reformed to work on Cal-GETC, the Ethnic Studies implementation, and a review of the GE patterns. Looking ahead to further streamline the curriculum process and updating Curriculog.

8. **ANNOUNCEMENTS**
 - The Curriculog Café will be open after the meeting today.
 - Next CCC Meeting: March 12, 2024 – 2:30-4:30 p.m., DE 166/Zoom

9. **ADJOURNMENT**
Chair Ambrosio called for a motion to adjourn the meeting. J. Minei moved to adjourn, K. Daniel-DiGregorio seconded, and the motion carried. Meeting was adjourned at 4:33 p.m.

Approved Curriculum Changes

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	HEAL	PE 208B Intermediate Bowling	Course review; Change to conditions of enrollment	2/27/2024
Course Review	HEAL	PE 252B Intermediate Pickleball	Course review; Changes to catalog description; conditions of enrollment	2/27/2024
Course Review	ITEC	ET [SUST] 201 Theory and Relevancy of Global Environmental Awareness [Theory of Environmental Stewardship]	Course review; Changes to conditions of enrollment; course acronym; descriptive title; texts/materials	2/27/2024
Course Review	ITEC	ET [SUST] 202 Sustainable Energy and Renewable Building Sciences and Technologies [Global Sustainability & Integration]	Course review; Changes to conditions of enrollment; course acronym; descriptive title; texts/materials	2/27/2024
Course Review	ITEC	ET 203 [SUST 209] Environmental Technology Materials and Methodologies [Sustainable Building Methods & Materials]	Course review; Changes to catalog description; conditions of enrollment; course acronym; course number; descriptive title; texts/materials	2/27/2024
Course Review	ITEC	ET [SUST] 249 Studio 3 - Performance & the Environment [Studio 3 – Sustainable Design and Ecology]	Course review; Changes to catalog description; course acronym; descriptive title; texts/materials	2/27/2024
DE Addendum	BSSC	COMS 100H Honors Public Speaking	DE addendum; Added new DE versions (online/hybrid/HyFlex)	2/27/2024
DE Addendum	BSSC	COMS 120H Honors Argumentation and Debate	DE addendum; Added new DE versions (online/hybrid/HyFlex)	2/27/2024
DE Addendum	BSSC	COMS 130H Honors Interpersonal Communication	DE addendum; Added new DE versions (online/hybrid/HyFlex)	2/27/2024
DE Addendum	BSSC	COMS 265H Honors Mass Communication	DE addendum; Added new DE versions (online/hybrid/HyFlex)	2/27/2024

Approved Curriculum Changes

Inactivation	ITEC	CADD 28 Parametric Three Dimensional (3D) Modeling and Assemblies	Inactivation	2/27/2024
Inactivation	ITEC	CADD 31 Orientation to CATIA	Inactivation	2/27/2024
Inactivation	ITEC	CADD 32 Product Modeling with CATIA	Inactivation	2/27/2024
Inactivation	ITEC	CADD 33 Analyses and Simulations with CATIA	Inactivation	2/27/2024
New Course	BSSC	ESTU 9 Introduction to Asian Pacific Islander Desi American Studies	New course; Added new DE versions (online/hybrid/HyFlex)	2/27/2024
New Course	ITEC	ARCH 173 Live Urban Sketch	New course; Added new DE version (hybrid)	2/27/2024
New Course	ITEC	ARCH 253 Drawing Construction Details	New course; Added new DE version (hybrid)	2/27/2024
New Course	ITEC	CADD 14 Introduction to 3D Design with CATIA	New course; Added new DE versions (online/hybrid)	2/27/2024
New Course	ITEC	CADD 16 Advanced 3D Design with CATIA	New course; Added new DE versions (online/hybrid)	2/27/2024
New Course	ITEC	CADD 22 Introduction to 3D Design with SolidWorks	New course; Added new DE versions (online/hybrid)	2/27/2024
New Course	ITEC	CADD 23 Intermediate 3D Design with SolidWorks	New course; Added new DE versions (online/hybrid)	2/27/2024
New Course	ITEC	CADD 24 Advanced 3D Design with SolidWorks	New course; Added new DE versions (online/hybrid)	2/27/2024
New Course	ITEC	FASH 500 Online Small Business Fashion Startup	New course; Added new DE version (hybrid)	2/27/2024
New Course	ITEC	NUTR 130 Food Safety and Sanitation	New course; Added new DE versions (online/hybrid)	2/27/2024
New Course	ITEC	NUTR 150 Food and Culture	New course; Added new DE versions (online/hybrid)	2/27/2024
New Course	ITEC	SUST 100 Sustainability in the Building Sector	New course; Added new DE version (hybrid)	2/27/2024

Approved Curriculum Changes

New Course	ITEC	SUST 111 California Building Practices	New course; Added new DE version (hybrid)	2/27/2024
New Course	ITEC	SUST 210 Zoning and Site Planning	New course; Added new DE version (hybrid)	2/27/2024
New Course	ITEC	SUST 221 Energy and Carbon Reduction in Buildings	New course; Added new DE version (hybrid)	2/27/2024
New Course	LLR	PASS 508 Financial Literacy Basics	New course; Added new DE versions (online/hybrid)	2/27/2024
New Program	FINE	Music AA-T	New program	2/27/2024
New Program	ITEC	CATIA – 3D Designer & Drafter Certificate of Accomplishment	New program	2/27/2024
New Program	ITEC	Nutrition and Dietetics AS-T	New program	2/27/2024
New Program	ITEC	SolidWorks – 3D Designer & Drafter Certificate of Accomplishment	New program	2/27/2024
New Program	LLR	High School Equivalency Test Certificate of Competency	New program	2/27/2024
Program Revision	HEAL	Medical Transcription Noncredit Certificate of Completion	Program revision; Change to hours of instruction	2/27/2024
Program Revision	HEAL	Sterile Processing Technician Noncredit Certificate of Completion	Program revision; Change to hours of instruction	2/27/2024
Program Revision	ITEC	Computer Aided Design/Drafting AS degree	Program revision; Changes to course requirements; units	2/27/2024
Program Revision	ITEC	Computer Aided Design/Drafting Certificate of Achievement	Program revision; Changes to course requirements; units	2/27/2024