EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
March 12, 2024

CALL TO ORDER
Meeting called to order at 2:43 p.m. by Chair Ambrosio.

Recorder: C. Escutia

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

Ex Officio Members:
Present: E. Ambrosio, L. Marquez, L. Suekawa, M. Wolfenstein
Absent: J. Irie, L. Justice, L. Young

Guests: L. Kjeseth, L. Linka, A. Martin, C. Martin, M. Yeber

1. **APPROVAL OF MINUTES**

    The minutes of February 27, 2024, were approved via email by the CCC on March 5, 2024.

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

    Chair Ambrosio thanked the CCC for approving the minutes of February 27 via email, M. Kline for serving as the Standard Review representative for today's meeting, and S. Porter 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. Games & Playable Media 100 (GPM 100)
        2. Noncredit Pathways to Academic Success 105 (NPAS 105) [Pathways to Academic Success 505 (PASS 505)]
        3. Noncredit Pathways to Academic Success 107 (NPAS 107) [Pathways to Academic Success 507 (PASS 507)]
        4. Noncredit Pathways to Academic Success 109 (NPAS 109) [Pathways to Academic Success 509 (PASS 509)]
        5. Noncredit Pathways to Academic Success 115 (NPAS 115) [Pathways to Academic Success 515 (PASS 515)]

B.   Consent Agenda Proposals

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

1.   Computer Aided Design/Drafting 37 (CADD 37)
2.   Film/Video 153 (FILM 153)
3.   Film/Video 232 (FILM 232)
4.   Film/Video 234 (FILM 234)
5.   Film/Video 236 (FILM 236)
6.   History 106 (HIST 106)
7.   Human Development 110H (HDEV 110H)

CURRICULUM DISCUSSION

A.   Full Course Review

<u>Library & Learning Resources Division</u>

The following course was presented as a new course proposal:

>   GPM 100 Introduction to Game Design and Development

The following courses were presented for course review:

>   NPAS 105 [PASS 505] Study Skills for College
>   NPAS 107 [PASS 507] Overcoming Academic Anxiety
>   NPAS 109 [PASS 509] Technology Skills for College
>   NPAS 115 [PASS 515] Succeeding in Online and Hybrid Classes

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

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

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

9 yes/ 0 no/ 0 abstentions

B.   Consent Agenda Proposals

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

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

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

9 yes/ 0 no/ 0 abstentions

4. **ASSOCIATE DEGREE TASK FORCE**
   L. Suekawa reported that a subcommittee of the CCC is being established as a result of revisions to Title 5 that will affect the local GE pattern. L. Suekawa and VP Lopez will be heading the Associate Degree Task Force and request that one representative from each academic division take part. The task force will focus on the Ethnic Studies degree, as well as review the two associate degree patterns (A.A. and A.S.). Contact L. Suekawa and E. Ambrosio if you or someone in your division is interested in serving on the subcommittee.

5. **CURRICULUM PROCESSES AND STUDY OF THE PROCESS:** Crystle Martin/Moses Wolfenstein

   C. Martin and M. Wolfenstein shared a slide presentation summarizing their first-time experience with the curriculum process and Curriculog. They concluded with a slide on suggestions and feedback for improvements. A lengthy discussion ensued regarding possible modifications to the curriculum process and Curriculog. A major issue in Curriculog occurs when comments are entered with suggested changes and the originator never sees them. It is recommended that approvers reject a proposal if any important comments are being made so that any concerns can be addressed. L. Suekawa spoke on the advantages of articulating a new course and the benefit of transfer credit for students. She clarified that articulated courses can be submitted for transfer approval and included in the upcoming catalog according to the approval cycle, as opposed to GE courses which take longer. L. Suekawa offered to give articulation trainings in the future.

6. **CURRICULUM SPECIALIST'S REPORT:** Curriculum Specialist – L. Marquez

   L. Marquez advised members that she will be asking for feedback regarding the CCC Handbook and Curriculog. A spreadsheet will be created in Teams for collection of feedback and will be due by early May. Confirmation was received from the Chancellor's Office that new LARC minutes are not required for modified CTE programs, original minutes are sufficient. Advisory committee minutes are a local decision made by the CCC and will be discussed as a future agenda item.

7. **VICE PRESIDENT'S REPORT:** Vice President of Academic Affairs – C. Lopez

   No report.

8. **ANNOUNCEMENTS**
   - The Curriculog Café will be open after the meeting today.
   - Next CCC Meeting: March 26, 2024 – 2:30-4:30 p.m., DE 166/Zoom

9. **ADJOURNMENT**
   Chair Ambrosio called for a motion to adjourn the meeting. M. McMillan moved to adjourn. Meeting was adjourned at 4:03 p.m.

Approved Curriculum Changes

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	BSSC	HIST 106 Women and American History from 1877 to the Present	Course review; Changes to course objectives; instructional methods; major topics; primary methods of evaluation; texts/materials	3/12/2024
Course Review	FINE	FILM 153 American Independent Cinema	Course review; no changes	3/12/2024
Course Review	FINE	FILM 232 Production II: Digital Media Production	Course review; Change to texts/materials	3/12/2024
Course Review	FINE	FILM 234 Cinematography I	Course review; Change to texts/materials	3/12/2024
Course Review	FINE	FILM 236 Editing I	Course review; no changes	3/12/2024
Course Review	LLR	NPAS 105 [PASS 505] Study Skills for College	Course review; Changes to course acronym; course number; primary methods of evaluation; Added new DE version (online/hybrid)	3/12/2024
Course Review	LLR	NPAS 107 [PASS 507] Overcoming Academic Anxiety	Course review; Changes to course acronym; course number; Added new DE version (online/hybrid)	3/12/2024
Course Review	LLR	NPAS 109 [PASS 509] Technology Skills for College	Course review; Changes to conditions of enrollment; course acronym; course number; Added new DE version (online/hybrid)	3/12/2024
Course Review	LLR	NPAS 115 [PASS 515] Succeeding in Online and Hybrid Classes	Course review; Changes to course acronym; course number; lecture hrs; outside study hrs; Added new DE version (online/hybrid)	3/12/2024
DE Addendum	BSSC	HDEV 110H Honors Learning and Development in College and Career	DE addendum; Added new DE version (online/hybrid/HyFlex)	3/12/2024
Inactivation	ITEC	CADD 37 Advanced CATIA Functions	Inactivation	3/12/2024
New Course	LLR	GPM 100 Introduction to Game Design and Development	New course	3/12/2024