

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
November 14, 2023

CALL TO ORDER

Meeting called to order at 2:37 p.m. by Chair Ambrosio.

Recorder: C. Escutia

Members:

Present: M. Anderson, K. Daniel-DiGregorio, M. Kline, M. Lipe, C. Lopez, M. McMillan, J. Minei,
R. Padilla, S. Porter, A. Rodriguez, G. Song

Absent: W. Cox

Ex Officio Members:

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

Absent: J. Irie, L. Justice

Excused: L. Marquez

Guests: L. Linka

1. APPROVAL OF MINUTES

The minutes of October 24, 2023, were approved via email by the CCC on November 2, 2023.

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

Chair Ambrosio advised the committee that he will be on paternity leave for the next meeting on November 28 and M. Kline will be the chair pro tem. Chair Ambrosio thanked the CCC for approving the minutes of October 24 via email, A. Rodriguez for serving as the Standard Review representative for today's meeting, and M. Anderson 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. Business 101 (BUS 101)
2. Linguistics 1A (LING 1A)
3. Linguistics 1B (LING 1B)
4. Spanish 2 (SPAN 2)

B. Consent Agenda Proposals

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

1. Administration of Justice 11 (AJ 11)
2. Administration of Justice 100 (AJ 100)
3. Administration of Justice 107 (AJ 107)

4. Administration of Justice 109 (AJ 109)
5. Art 131 (ART 131)
6. Art 230 (ART 230)
7. Business 108 (BUS 108)
8. Business 110 (BUS 110)
9. Business 112 (BUS 112)
10. Business 119 (BUS 119)
11. Business 120 (BUS 120)
12. Business 121 (BUS 121)
13. Business 122 (BUS 122)
14. Business 124 (BUS 124)
15. Business 125 (BUS 125)
16. Business 150 (BUS 150)
17. Business 151 (BUS 151)
18. Business 152 (BUS 152)
19. Business 153 (BUS 153)
20. Business 157 (BUS 157)
21. Business 159 (BUS 159)
22. Business 160 (BUS 160)
23. Business 161 (BUS 161)
24. Business 165A (BUS 165A)
25. Business 169 (BUS 169)
26. Computer Information Systems 95 (CIS 95)
27. Computer Information Systems 99 (CIS 99)
28. Computer Information Systems 122 (CIS 122)
29. English 23A (ENGL 23A)
30. Fire and Emergency Technology 19 (FTEC 19)
31. Fire and Emergency Technology 78 (FTEC 78)
32. Fire and Emergency Technology 80A (FTEC 80A)
33. Fire and Emergency Technology 80B (FTEC 80B)
34. Fire and Emergency Technology 120 (FTEC 120)
35. Fire and Emergency Technology 144 (FTEC 144)
36. Geography 1 (GEOG 1)
37. Physical Education 270 (PE 270)
38. Real Estate 13 (RE 13)
39. Real Estate 16 (RE 16)
40. Real Estate 19 (RE 19)
41. Real Estate 95 (RE 95)

CURRICULUM DISCUSSION

A. Full Course Review

Business Division

BUS 101 Introduction to Business was presented for course review.

It was moved by S. Porter, seconded by M. Kline, that the committee approve the course proposal. 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.

10 yes/ 0 no/ 0 abstentions

Humanities Division

The following courses were presented for course review:

LING 1A Linguistics 1A: Phonetics and Phonology

LING 1B Linguistics 1B: Morphology, Semantics, Syntax, and Pragmatics

SPAN 2 Elementary Spanish II

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.

10 yes/ 0 no/ 0 abstentions

B. Consent Agenda Proposals

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

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

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

10 yes/ 0 no/ 0 abstentions

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

No report.

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

C. Lopez reported that memos from the state chancellor's office regarding the Common Course Numbering (CCN) project are still pending. More information is expected soon.

6. ANNOUNCEMENTS

- L. Suekawa announced that recent changes were made to Title 5 which include Ethnic Studies added as a local GE and graduation requirement for the associate degree; and students already holding a bachelor's degree, who attend ECC for an associate degree, will have already satisfied the GE requirements.

- The Curriculog Café will be open after the meeting today.
- Next CCC Meeting: November 28, 2023 – 2:30-4:30 p.m., DE 166/Zoom
- Happy Thanksgiving!

7. ADJOURNMENT

Chair Ambrosio called for a motion to adjourn the meeting. J. Minei moved to adjourn. Meeting was adjourned at 2:49 p.m.

Approved Curriculum Changes Proposed for 2024-2025

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	BUSI	BUS 101 Introduction to Business	Course review; Changes to catalog description; conditions of enrollment; major topics; texts/materials	11/14/2023
Course Review	BUSI	BUS 108 Written Business Communications	Course review; Change to texts/materials	11/14/2023
Course Review	BUSI	BUS 110 Marketing	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 112 Advertising	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 119 Principles of Retailing Management	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 120 Business Management	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 121 Human Resources Management	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 122 Human Relations in Organizations	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 124 Entrepreneurship Start-up Planning and Funding	Course review; Change to texts/materials	11/14/2023
Course Review	BUSI	BUS 125 Entrepreneurship Start-up Operations and Management	Course review; Change to texts/materials	11/14/2023
Course Review	BUSI	BUS 150 Financial Accounting	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 151 Managerial Accounting	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023

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Course Review	BUSI	BUS 152 Intermediate Accounting I	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 153 Intermediate Accounting II	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 157 Cost Accounting	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 159 Financial Auditing	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 160 Income Tax Accounting	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 161 Business Taxation	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	BUS 165A QuickBooks	Course review; Change to texts/materials	11/14/2023
Course Review	BUSI	BUS 169 Accounting Ethics	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	BUSI	CIS 95 Cooperative Work Experience Education	Course review; no changes	11/14/2023
Course Review	BUSI	CIS 99 Independent Study	Course review; no changes	11/14/2023
Course Review	BUSI	CIS 122 Ethical Hacking	Course review; Change to texts/materials	11/14/2023
Course Review	BUSI	RE 13 Real Estate Practice	Course review; no changes	11/14/2023
Course Review	BUSI	RE 16 Real Estate Economics	Course review; no changes	11/14/2023
Course Review	BUSI	RE 19 Real Property Management	Course review; no changes	11/14/2023
Course Review	BUSI	RE 95 Cooperative Work Experience Education	Course review; no changes	11/14/2023

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Course Review	FINE	ART 131 Typography I	Course review; no changes	11/14/2023
Course Review	FINE	ART 230 Two-Dimensional Design II	Course review; no changes	11/14/2023
Course Review	HEAL	AJ 11 Intelligence and Security Management	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	HEAL	AJ 100 Introduction to Administration of Justice	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	HEAL	AJ 107 Crime and Control - An Introduction to Corrections	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	HEAL	AJ 109 Introduction to Police Patrol Procedures	Course review; Change to conditions of enrollment	11/14/2023
Course Review	HEAL	FTEC 19 Fire Service Entrance Preparation	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	HEAL	FTEC 78 Instructional Methodology (Instructor I)	Course review; Change to conditions of enrollment	11/14/2023
Course Review	HEAL	FTEC 80A Training Instructor I	Course review; no changes	11/14/2023
Course Review	HEAL	FTEC 80B Training Instructor II	Course review; no changes	11/14/2023
Course Review	HEAL	FTEC 120 Emergency Medical Foundations	Course review; no changes	11/14/2023
Course Review	HEAL	FTEC 144 Emergency Medical Technician (EMT)	Course review; Changes to outside study hours; texts/materials	11/14/2023
Course Review	HEAL	PE 270 Fitness and Sports Nutrition	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023
Course Review	HUMA	ENGL 23A Introduction to Creative Nonfiction	Course review; Changes to catalog description; course objectives; major topics; primary methods of evaluation; texts/materials	11/14/2023

Approved Curriculum Changes Proposed for 2024-2025

Course Review	HUMA	LING 1A Linguistics 1A: Phonetics and Phonology	Course review; Changes to catalog description; conditions of enrollment; primary methods of evaluation; texts/materials	11/14/2023
Course Review	HUMA	LING 1B Linguistics 1B: Morphology, Semantics, Syntax, and Pragmatics	Course review; Changes to catalog description; conditions of enrollment; primary methods of evaluation; texts/materials	11/14/2023
Course Review	HUMA	SPAN 2 Elementary Spanish II	Course review; Changes to discipline; course objectives; major topics; primary methods of evaluation; texts/materials	11/14/2023
Course Review	NSCI	GEOG 1 Physical Geography	Course review; Changes to conditions of enrollment; texts/materials	11/14/2023