

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
October 10, 2023

CALL TO ORDER

Meeting called to order at 2:41 p.m. by Chair Ambrosio.

Recorder: C. Escutia

Members:

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

Ex Officio Members:

Present: E. Ambrosio, J. Irie, L. Justice, L. Marquez, L. Suekawa, M. Wolfenstein

Absent: L. Young

Guests: L. Linka

1. APPROVAL OF MINUTES

The minutes of September 26, 2023 were approved via email by the CCC on October 3, 2023.

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

Chair Ambrosio thanked the CCC for approving the minutes of September 26 via email, M. McMillan 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.

Chair Ambrosio announced that he will be on paternity leave for the next number of weeks. M. Kline will be the chair pro tem during his absence. Next meeting will include Full Review proposals.

3. CURRICULUM REVIEW

A. Consent Agenda Proposals

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

1. Business 102 (BUS 102)
2. Business 107 (BUS 107)
3. Business 109 (BUS 109)
4. Business 126 (BUS 126)
5. Supervision 109 (SUPV 109)

CURRICULUM DISCUSSION

A. Consent Agenda Proposals

L. Suekawa indicated that due to upcoming changes related to the new Cal-GETC single GE transfer pattern, BUS 107, BUS 109, and SUPV 109 may need to be brought back for review at a later date.

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

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

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

- 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 stated that the Chief Instructional Officers Conference is coming up in October. More information regarding Cal-GETC and other items will be shared after the conference. C. Lopez reminded the committee that curriculum is the obligation of faculty and some divisions may need to make adjustments if classified professionals are taking too large a role in the curriculum process.

6. ANNOUNCEMENTS

- M. Wolfenstein: Advised divisions to review any courses interested in offering in HyFlex modality. Contact M. Wolfenstein with any questions.
- The Curriculog Café will be open after the meeting today.
- Next CCC Meeting: October 24, 2023 – 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. Meeting was adjourned at 2:59 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 102 Business Office Administration	Course review; Changes to conditions of enrollment; texts/materials	10/10/2023
Course Review	BUSI	BUS 107 Effective English for Business	Course review; Changes to conditions of enrollment; texts/materials	10/10/2023
Course Review	BUSI	BUS 109 Oral Business Communications	Course review; Changes to conditions of enrollment; texts/materials	10/10/2023
Course Review	BUSI	BUS 126 Accounting for Small Business	Course review; Changes to conditions of enrollment; texts/materials	10/10/2023
Course Review	BUSI	SUPV 109 Oral Business Communications	Course review; Changes to conditions of enrollment; texts/materials	10/10/2023