

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
September 12, 2023

CALL TO ORDER

Meeting called to order at 2:40 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 May 23, 2023 were approved via email by the CCC on June 2, 2023.

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

Chair Ambrosio welcomed back the returning CCC members and introduced new members: Azul Rodriguez (Natural Sciences) and Jason Irie (ASO). Following introductions, Chair Ambrosio explained that a chair pro tem is needed for a few CCC meetings in the fall and asked for a volunteer.

Chair Ambrosio thanked S. Porter for agreeing to serve as the Standard Review representative for the next meeting.

3. ANNUAL CERTIFICATION TRAINING FALL 2023:

Chair Ambrosio conducted the annual certification training for the College Curriculum Committee. This training is required annually for the college to continue to locally approve specified courses, certificates, and degrees. Elements of local approval certification and local policies and procedures were reviewed. The College President, VPAA, Senate President, and CCC Chair will sign the form verifying that the training took place and forward it to the Chancellor's Office.

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

L. Marquez reviewed the [CCC webpage](#) and where to find important information. She highlighted the Curriculum Process and Instructions document, which can be found under User Guides. Modifications in Curriculog to New Course, Course Review and DE Addendum now include the option for HyFlex, as well as some areas in Curriculog now have required entry

fields. She reminded those reviewing proposals to update the name and date in the “Last Reviewed and/or Revised By” field. L. Marquez also reviewed the Curriculum Teams site and the information/documents that can be found there. Contact L. Marquez if you require access to the Teams site. Transfer Model Curriculum (TMC’s) due/approved by 3/1/24 include Communication Studies 2.0, Early Childhood Education, and Political Science. A discussion ensued regarding Film, Television, and Electronic Media; L. Marquez will follow-up. A suggestion to include the C-ID number on the course outline of record was proposed; members agreed. More students advocating for low and/or zero cost textbooks.

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

C. Lopez welcomed back the CCC members and thanked them for their service on the committee. He provided an update from the Curriculum Institute regarding AB 928 (CalGETC), common course numbering (CCN), and issues concerning CSUs approving Ethnic Studies courses. Implementation of the CCN system will most likely be delayed, and more information will be shared once we receive guidance from the Chancellor’s Office.

Chair Ambrosio noted that at the next meeting, he will review AB 928, AB 1111, and AB 1705.

6. ANNOUNCEMENTS

- Next CCC Meeting: September 26, 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 4:18 p.m.