

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
October 8, 2024

CALL TO ORDER

Meeting called to order at 2:35 p.m. by Chair Ambrosio.

Recorder: C. Escutia

Members:

Present: M. Anderson, J. Casper, M. Chang, W. Cox, M. Kline, C. Lopez, M. McMillan, J. Minei,
S. Porter, G. Song

Absent: R. Padilla, A. Rodriguez

Ex Officio Members:

Present: E. Ambrosio, J. Harris (Proxy for K. Nguyen), L. Marquez, L. Suekawa, M. Wolfenstein

Absent: L. Justice, L. Young

Guests: L. Linka

1. APPROVAL OF MINUTES

The minutes of September 24, 2024, were approved via email by the CCC on October 2, 2024.

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

Chair Ambrosio thanked the CCC for approving the minutes of September 24 via email, M. McMillan for serving as the Standard Review representative for today's meeting, and J. Minei for agreeing to serve as the Standard Review representative for the next meeting.

Chair Ambrosio reminded the CCC that for new courses, specifically, the consultation fields in Curriculog should be completed after consulting with deans, faculty, counselors, and Library and Learning Resources. The CCC Bylaws were approved at the last Academic Senate meeting. The Bylaws will be updated on the CCC webpage.

3. CURRICULUM REVIEW

A. Consent Agenda Proposals

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

1. Business 163 (BUS 163)
2. Business 563 (BUS 563)
3. Nursing 234 (NURS 234)
4. Paralegal Studies 1 (PARA 1)
5. Physical Education 239 (PE 239)
6. Physical Education 240C (PE 240C)

CURRICULUM DISCUSSION

A. Consent Agenda Proposals

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

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

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

8 yes/ 0 no/ 0 abstentions

4. COMMON COURSE NUMBERING (CCN) UPDATE

VP Lopez advised that funding received for CCN and Cal-GETC will be used for various items, including a project specialist to help with technical and back office work in the Curriculum Office and a part-time faculty member to assist L. Suekawa with Cal-GETC work. Additional funds are reserved for faculty special assignments to complete CCN Phase II and the next 20 courses. Funds will also be used for the Curriculog program update, Colleague projects, faculty professional development, marketing to educate students on Cal-GETC, and supplies, software and equipment. The Chancellor's Office updated the CCN templates slightly for better clarification.

5. Cal-GETC UPDATE

L. Suekawa noted that all courses on the current transfer pattern will be on Cal-GETC for fall 2025. She reminded the CCC that any new courses proposed for Cal-GETC need a two-year timeline for UC approval. Some foreign language courses in the current ADTs may need some adjustments. L. Suekawa offered to provide training on Cal-GETC at a future CCC meeting.

6. LOCAL AA/AS DEGREE UPDATE

L. Suekawa reported that the Degree Taskforce had their first fall meeting. Discussion centered on how to streamline and align with Title 5. Next meeting will be at the end of October to make final decisions.

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

L. Marquez advised that the updated CCN templates have been uploaded in Teams. A meeting with ITS and Admissions to discuss and test the changes in Colleague is being scheduled.

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

VP Lopez provided an update on the CCN, see agenda item #4.

9. ANNOUNCEMENTS

- The Curriculog Café will be open after the meeting today.
- Next CCC Meeting: October 22, 2024 – 2:30-4:30 p.m., DE 166/Zoom

10. 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

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
Course Review	BUSI	BUS 163 IRS Volunteer Income Tax Assistance Program (VITA)	Course review; No changes	10/8/2024
Course Review	BUSI	BUS 563 IRS Volunteer Income Tax Assistance Program (VITA)	Course review; No changes	10/8/2024
Course Review	HEAL	NURS 234 Pediatric Nursing	Course review; Changes to course objectives; texts/materials	10/8/2024
Course Review	HEAL	PE 239 Slow Pitch Softball	Course review; No changes	10/8/2024
Course Review	HEAL	PE 240C Advanced Swimming	Course review; Change to texts/materials	10/8/2024
DE Addendum	BUSI	PARA 1 Introduction to Paralegal Studies	DE Addendum; Added new DE version (HyFlex)	10/8/2024