EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE (CCC)
September 10, 2024

CALL TO ORDER
Meeting called to order at 2:38 p.m. by Chair Pro Tem M. Kline.

Recorder: C. Escutia

Members:
Present: J. Casper, M. Chang, W. Cox, M. Kline, C. Lopez, M. McMillan, J. Minei, R. Padilla, S. Porter,
            A. Rodriguez, G. Song
Excused: M. Anderson

Ex Officio Members:
Present: L. Marquez, J. Harris (proxy for K. Nguyen), L. Suekawa, M. Wolfenstein
Excused: E. Ambrosio
Absent: L. Justice, L. Young

Guests: L. Linka

1.   **APPROVAL OF MINUTES**

     The minutes of June 4, 2024, were approved via email by the CCC on June 5, 2024.

2.   **CHAIR'S REPORT:** College Curriculum Committee Chair Pro Tem – M. Kline

     M. Kline thanked the CCC for approving the minutes of June 4. He welcomed back the returning
     CCC members and introduced new members Marvin Chang (Health Sciences & Athletics) and ASO
     Commissioner Jannah Harris, proxy for ASO Representative Kelly Nguyen.

     M. Kline shared feedback from the Academic Senate regarding the CCC bylaws. A suggestion to
     remove administration from the voting process was addressed. C. Lopez responded that it is up to
     each individual college to decide if they wish to include administrators as voting members. A concern
     regarding addresses printed on the agenda was also addressed. The Brown Act requires that all
     teleconference locations be identified in the agenda and accessible to the public.

     A discussion ensued over confusion regarding the SLO process and updates. L. Marquez suggested
     sending proposed SLO changes through ALC prior to launching proposals in Curriculog, in order to
     avoid changes later. Clarification is still needed regarding the SLO change form and who is
     responsible for submitting the form to the ALC.

3.   **COMMON COURSE NUMBERING (CCN) UPDATE**
     C. Lopez reported that the Chancellor's Office released templates to be used in developing the
     course outline of record for the initial 6 courses in Phase I. The templates are available to view on
     the Chancellor's Office website at:
     https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Educational-Services-and-
     Support/course-outline-of-records-submission.

     The Chancellor's Office will offer webinars every Wednesday in September in order to provide
     colleges information and resources to implement the first phase of CCN. Anyone who wishes can

attend, and the webinars will be recorded and available on the CCN webpage. A draft of the CCN Phase II courses was released and shared onscreen. A copy of the Phase II courses will be sent to CCC members following today's meeting. L. Suekawa stated that the academic deans received the Phase I templates so they can start planning. The CCN template will help to ensure course elements are comparable and supports consistent articulation across the community college system. A 9- to 11-digit CCN course taxonomy will be used to provide consistency across all 116 California community colleges, e.g., ENGL 1A will now be listed as ENGLC1000. Embedded support courses will append the letter "E" and honors courses the letter "H." Phase 1 courses will go through the CCC approval process this fall in order to meet the implementation date of Fall 2025.

4. **Cal-GETC UPDATE**
L. Suekawa provided an overview of Cal-GETC, the new single GE pattern for students transferring to CSU or UC, effective Fall 2025. All courses on the IGETC GE pattern will transfer to Cal-GETC, except Communication Studies which requires added components. Changes with Cal-GETC include minimum "C" grade required for each course to be complete and no longer requiring language for transfer. L. Suekawa reminded the CCC that any courses proposed for Cal-GETC need a two-year timeline for UC approval. She offered to provide training to the CCC on Cal-GETC and is also available to present at division department meetings.

5. **LOCAL AA/AS DEGREE UPDATE**
L. Suekawa reported that Title 5 was amended to include an ethnic studies requirement for associate degrees. The Associate Degree Task Force met last spring and will meet again in fall to review our GE pattern for local degrees and courses.

6. **ANNUAL CERTIFICATION TRAINING – FALL 2024**
Training was tabled to the 9/24/24 meeting for Chair Ambrosio to present.

7. **CURRICULUM SPECIALIST'S REPORT:** Curriculum Specialist – L. Marquez
L. Marquez reported that the course outline folders are reorganized in TEAMS and she is working on updating the information on the CCC website. Talks with the vendor to include program degrees and certificates in Curriculog are taking place and hope to be in place by end of spring.

8. **VICE PRESIDENT'S REPORT:** Vice President of Academic Affairs – C. Lopez
C. Lopez reported that all California community colleges received state funding for Common Course Numbering (CCN). Funds will be used to support the Curriculog upgrade for programs, a possible position to assist with the technical aspects of curriculum, as well as marketing to students and additional reassign time for areas needing assistance with Cal-GETC and CCN.

9. **ANNOUNCEMENTS**
   - Curriculog Café will be open after today's meeting and will continue for future meetings.
   - Please advise the Curriculum Office of any future topics the CCC needs to address.
   - Next CCC Meeting: September 24, 2024 – 2:30-4:30 p.m., DE 166/Zoom

10. **ADJOURNMENT**
M. Kline called for a motion to adjourn the meeting. J. Minei moved to adjourn. Meeting was adjourned at 3:27 p.m.