



**EL CAMINO COLLEGE**  
**Division of Business**

---

**MINUTES -- Division Curriculum Committee**

**October 14, 2021**

**Present:** V. Rapp, N. McGrue, M. Miranda, R. Padilla, R. Perkins, S. Porter,  
M. Som de Cerff, J. Yeressian

**Absent:** S. Bennett, D. Pahl

**Recorder:** L. Linka

S. Porter called the meeting to order at 2:07 p.m.

**CCC Update**

At the September 28 CCC meeting, the following Business Division course proposals were approved for online/hybrid:

- BUS 101
- BUS 110
- BUS 111
- BUS 112
- BUS 115
- BUS 117
- BUS 119
- BUS 120
- BUS 121
- BUS 122
- BUS 124
- BUS 125

At the October 12 CCC meeting, the following Business Division course proposals were approved for online/hybrid:

- BUS 150
- BUS 151
- BUS 152
- BUS 153
- BUS 157
- BUS 160

- BUS 164
- BUS 165A
- BUS 165B
- BUS 165C
- BUS 165D

Also approved: Cloud Computing and Programming with Amazon Web Services Certificate of Achievement.

### **Course Review**

R. Perkins presented the following courses:

- CIS 18
- CIS 84
- CIS 122
- CIS 132

After review and discussion, the members unanimously approved the proposals for CIS 18, CIS 84 and CIS 122 and made their decisions in Curriculog at that time. Minor changes were recommended for CIS 132. The members voted to approve CIS 132 pending these changes. Once S. Porter, as division CCC representative, incorporates the revisions into the proposal, the members will make their final decisions in Curriculog.

### **Program Review**

S. Porter presented the following degree and certificates:

- Accounting AS Degree
- Accounting Clerical Certificate of Achievement
- Accounting CPA Certificate of Achievement
- Accounting Tax Preparation Certificate of Achievement

After review and discussion, N. McGrue recommended that LAW 4 be added to the required core for the Accounting AS Degree, as an alternative to LAW 5. The members approved the degree pending the changes, along with the three certificates. Once the revision is made to the degree, L. Linka will forward the approved proposals to the Curriculum Office for review.

M. Som de Cerff presented the following degrees and certificates:

- Business Administration AS-T
- Business Fundamentals Certificate of Accomplishment
- Business Management AS Degree
- Business Management Certificate of Achievement
- Entrepreneurial Studies AS Degree

- Entrepreneurial Studies Certificate of Achievement
- Marketing AS Degree
- Marketing Certificate of Achievement

After review and discussion, the members unanimously approved all the business proposals. L. Linka will forward the approved proposals to the Curriculum Office for review.

**Other business**

Due to the current course number changes, some Business degrees and certificates, as well as degrees and certificates from other divisions, will require program revisions. It was recommended that S. Porter, as division CCC representative, advise the CCC representatives of those divisions at the next CCC meeting.

S. Porter distributed an updated fall 2021 division plan. This was reviewed and discussed, and determinations were made regarding future review. S. Porter will update the plan and distribute a revised copy based on those determinations.

V. Rapp advised the members that they are being asked to serve on the Division Load Committee, for review and to make recommendations, due to their expertise on curriculum. This was a request of the VP of Academic Affairs office; the members should check for a detailed email from them.

The next DCC meeting will be on Thursday, November 4.

The meeting adjourned at 3:00 p.m.