



EL CAMINO COLLEGE

Division of Business

MINUTES -- Division Curriculum Committee

April 6, 2023

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

Absent: S. Bennett, M. Miranda, R. Padilla

Recorder: L. Linka

S. Porter called the meeting to order at 2:03 p.m.

CCC Update

Highlights of the March 28 CCC meeting:

- The following proposals were unanimously approved:
 - BUS 163
 - BUS 563
 - RE 501
 - RE 502
- According to the publication of the 8th edition of the Program and Course Approval Handbook (PCAH) by the Chancellor's Office, a procedural change has been implemented in regard to submitting proposals for new or existing degrees and certificates:

In addition to a narrative, all new and modified CTE programs must include:

- *Labor Market Information and Analysis – refer to the section VII for additional information.*
- *Advisory Committee Recommendation – includes advisory committee membership and meeting minutes that clearly detail the recommendation for the specific program being offered by the college.*
- *Regional Consortia meeting minutes clearly detailing the title of the program and clearly stating the consortium's recommendations (only for new programs).*

Curriculum Review

R. Perkins presented the following course proposals:

- CIS 141
- CIS 142
- CIS 143

After review and discussion, the members unanimously approved the proposals and made their final decisions in Curriculog.

Program Review

R. Perkins presented the following program proposals:

- Computer Information Systems AS Degree
 - The Cybersecurity option was revised to delete CIS 119 (this course is part of the program's required core) and to add CIS 141 as an option in lieu of CIS 137.
- Cybersecurity Certificate of Achievement
 - CIS 141 was added as an option in lieu of CIS 137.

After review and discussion, the members unanimously approved the proposals. These proposals will be added to the division's fall curriculum plan. Prior to submitting to the Curriculum Office for review, the CIS department will incorporate the additional information required by the Chancellor's Office, per the revised PCAH.

The stacked certificate proposal titled "Business Essentials Certificates Plan" was revisited. In light of the curriculum procedure rules for creating new programs, this certificate will be tabled until D. Pahl submits his New Certificate Proposal form to the Curriculum Specialist and Curriculum Chair for review.

Other Business

This is the last meeting of the semester. D. Pahl will continue to work on his proposal to present to the Curriculum Office. S. Porter will work with M. Som de Cerff on the recently submitted Entrepreneurial Studies AS Degree and Certificate of Achievement to compile the additional information required by the Chancellor's Office for modified CTE programs.

The meeting adjourned at 2:51 p.m.