



**WEST LOS ANGELES COLLEGE  
CURRICULUM COMMITTEE MEETING  
April 28, 2014  
1 to 3pm in SSB 414  
REGULAR MEETING AGENDA**

Members Present:	Members Absent:	Guests:
Martin Nee	Manish Patel	Arnita Porter
Norma Barragan	Norma Jacinto	Luis Cordova
Anna Chiang	Ken Lin	Todd LeGassick
Alma Narez-Acosta		Diane Matsuno
Adriana Martinez		Jan Pfeiffer
Carlos Sermeno		Aimee Preziosi
Abraha Bahta		Marlene Shepherd
Joyce Sweeney		Meric Keskinel
Susan Trujillo		Adrienne Foster
Nuala Lincke-Ivic		Sue de Bord
Matt Robertson		
Colleen Matsuhara		

Meeting called to order at 1:09 p.m.

**I. ORGANIZATIONAL ITEMS – 5 MIN – ACTION**

Approval of the agenda- Agenda Stands

Approval of the minutes of February 24, 2014

Motion to approve Sweeney/Nee **MSP**

Approval of the minutes of March 24, 2014

Motion to approve Nee/Matsuhara **MSP**

**II. PUBLIC SPEAKERS:**

Speakers may speak no more than 2 minutes per speaker on any agenda item not yet discussed.

Luis Cordova provided an updated copy of the SLO Committee Mission and Membership Statement. Items discussed at the March 24, 2014 Curriculum meeting SLO Committee member participation have been addressed. The SLO statement will be an action item at the May 19, 2014 Curriculum Committee meeting.

**III. CURRICULUM MATTERS**

1. Course update, edit, new, archive or reinstate approval – **Action** (J. Witucki)

Approve courses that passed Tech Review in March and April. Two Learning Skills courses have not yet been assigned permanent numbers from the district office. For now they are listed as LRNSKIL 90 and 91.

Motion to approve Trujillo/Sweeney **MSP** - Unanimous

For: Nee, Barragan, Chiang, Narez-Acosta, Martinez, Sermeno, Bahta, Sweeney, Trujillo, Lincke-

Ivic, Robertson, Matsuhara

2. a. Approval AS degree in Paramedicine – **ACTION** (T. Legassick)

Handouts distributed with request to approve new AS Degree in Paramedicine. Degree contains 8 courses that are part of a paramedic sequence. Courses are CSU Transferable and are already articulated with Loma Linda. The labor market is strong for EMT's. All courses in the program are updated and approved. With this proposal more of the courses will be eligible to apply to the degree program rather than as an elective.

Motion to approve the AS Degree in Paramedicine Trujillo/Martinez **MSP**

For: Nee, Chiang, Narez-Acosta, Martinez, Sermen, Bahta, Sweeney, Trujillo, Lincke-Ivic, Robertson, Matsuhara  
Abstain: Barragan

b. Approval of CNA Professional Certificate of Achievement – **ACTION** (T. Legassick)

Carlos Sermen presented request. Many nursing programs require a CNA Certificate before entry into a nursing program. Currently 40 – 50 students complete these courses each semester. Employers are more likely to hire students with a certificate. Combination of these 6 courses should give the students an advantage in the workplace.

Motion to approve the CNA Professional Certificate of Achievement  
Sweeney/Trujillo **MSP** - Unanimous

For: Nee, Barragan, Chiang, Narez-Acosta, Martinez, Sermen, Bahta, Sweeney, Trujillo, Lincke-Ivic, Robertson, Matsuhara

3. Approval of Curriculum Roadmaps – **Action** (A. Porter) Resubmit 5/19/14.

Arnita Porter distributed handouts showing examples of the maps she has been working on for each division. The goal is to include maps for all AA degrees and Certificates of Achievement in the 2015-17 school catalog. The maps show a sample of how courses could be sequenced for specific goals or disciplines. Maps will only be included if the Division chairperson and department have approved them.

Ara Aguiar stated that once the maps are published the college will ensure that courses specified in the maps will be offered to serve student needs.

Specific General Education courses will not be included in the maps. Templates can be modified to include more or less information as requested by disciplines. The committee requested that a disclaimer be included with each map advising the students to consult with a counselor. The articulation officer will help with the specific wording. Committee requested Arnita to re-send maps with the disclaimer to chairs for their approval. Approval of maps will be an action item on the 5/19/14 agenda.

4. ADT Status Report and approval of completed ADT's: - **Action** (A. Aguiar)

The following ADT's have been approved by departments and chairs:

Communication Studies  
Geology  
History  
Political Science  
Sociology-  
Economics  
Music

Ara Aguiar requesting approval pending a final review by the articulation officer before submitting to the state. Approval of these ADT's brings the college into full compliance with the state. Currently there is no degree for the following areas so we are not required to submit ADT's for them: Art History, Elementary Teacher Education, Journalism, Kinesiology, Studio Arts or Theatre Arts. The Geography degree has been archived, with department approval, so an ADT for that degree no longer needs to be submitted.

Motion to approve the ADT's listed above:

Sweeny/Sermen **MSP** - Unanimous

For: Nee, Barragan, Chiang, Narez-Acosta, Martinez, Sermen, Bahta, Sweeney, Trujillo, Lincke-Ivic, Robertson, Matsuhara

5. Adding the option of an F-W grade. - **Action** (P. Braxton)

This Action Item was removed at the request of P. Braxton. This item has already moved on to the Districtwide Academic Senate for approval.

The committee supports the item which would allow the transcript to show if a student failed a class because they didn't drop it or if they failed because they did not do the work required to pass the class.

6. General Education Plan A – B changes for 2014-15 – **Action** (J. Witucki)

Because the Fall 2014 class schedule is already printed it was proposed that the Plan A/B changes start January 2015. The proposed LACCD GE Plan, if approved, should take effect in Fall 2015. Currently several courses are incorrectly listed as "same as" or cross-listed.

To officially cross list a course the districtwide discipline committees for each department must approve it. Approved cross listed courses affect all the colleges in the district. One campus cannot independently decide which courses to cross list. Cross listing affects the Minimum Qualifications needed to teach in a particular department. The Curriculum Chair has the application and information on how to apply for cross listing if any departments wish to pursue it. Any courses taken under the incorrect cross-listing information will be honored as such. Both courses originally shown as cross listed will remain active.

Ara Aguiar raised the following discussion points:

When content is identical and the courses appear in separate disciplines one course should be archived.

What was the intent of having same course and same content in separate disciplines? Was it just a way to get around the Minimum Qualifications?

Adrianna would like to question the other campuses to determine how the issue of cross-listing is being resolved.

7. Pre-Req Progress for Fall 2014 (M. Golterman)

No report

8. Degree and Certificate Report (Sunny Leon)

No report

#### **IV. ANNOUNCEMENTS**

**Last Technical Review on Monday, May 12, 2014, from 1 – 3pm; CE 105A or by appointment until 5/14/14.**

**Last Curriculum Committee Meeting Monday, May 19, 2014, from 1- 3pm; SSB 414**

Notice motion for May 19, 2014:

The Geography Division has agreed to archive Geography degree. The degree has not been offered or listed in the catalog in years. If we keep the degree active we must comply with ADT but do not have enough courses to do so. Request to approve archiving for Geography degree only.

Geography courses will not be archived.

Adrienne Foster requested that at the next meeting the estimated amount of reassigned time for the Curriculum Chairperson be quantified.

Joyce Sweeney has stated that she wanted to give Jane and Ara honorable mention and thanks for their efforts, hard work and assistance related to TMC and curriculum matters.

#### **V. ADJOURNMENT**

Meeting Adjourned at 2:44 p.m.