



# WEST LOS ANGELES COLLEGE

## Curriculum Committee

### Curriculum Committee Members

**Beraki Woldehaimanot**  
Chairperson,  
Curriculum Committee

**Kimberly Manner**  
Curriculum Dean

**Gustavo Demoner**  
Business

**Ana Chiang**  
Computer Science

**Lisa Kamibayashi**  
Allied Health

**Adriana Martinez**  
Articulation Officer

**Cole, Jennifer**  
Science

**Cordova, Luis**  
SLO Coordinator

**Vacant**  
Counseling

**Edmond Guzman**  
Applied Technology

**Laura Peterson**  
Arts & Performance

**Aimee Preziosi**  
Behavioral Science

**Tanshee Cheng**  
Mathematics

**Sandra Ruiz**  
Language Arts

**Stella Setka**  
Language Arts (*alternate*)

**Patricia Siever**  
Social Sciences

**Susan Trujillo**  
Library & Learning Resources

**Ashanti Lyles**  
Curriculum Specialist

### MINUTES OF THE CURRICULUM COMMITTEE MEETING

Oct 17, 2018; 1:00-3:30 pm in Winlock

Members Present	
Cheng, Tanshee	Manner, Kimberly
Cole, Jennifer	Lyles, Ashanti
Cordova, Luis	Peterson, Laura
Guzman, Edmond	Woldehaimanot, Beraki
Kamibayashi, Lisa	
Guests	
Barragan, Norma, <i>Social Sci.</i>	
Guichard, Laura, <i>Film Production</i>	
Lee, Christopher, <i>Social Sci.</i>	
Saperston, Lisa <i>College &amp; Career Prep</i>	
Sermeno, Carlos, <i>Health Sci.</i>	

The meeting was called to order by the chairperson at 1:15pm.

#### 1. ORGANIZATIONAL ITEMS

- 1.1. Agenda was approved as printed.
- 1.2. Minutes of Sep 19, 2018 was approved as presented.

#### 2. PUBLIC SPEAKERS

K. Manner recalled that a Persian course was approved by curriculum committee some time ago as part of the Global Studies program. However, Persian does not exist as a discipline in the district, so WLAC requested that the discipline be created. The request has been forwarded through the E-115 process. But, it has stalled at the AFT part of the process. She suggested that alternatives existed, as there are archived Farsi courses in the district and that WLAC could request to re-activate the Farsi discipline for the Persian class if Language Arts would like to pursue that option. Curriculum committee accepted the suggested alternatives and asked K. Manner to speak with Language Arts division to find out which way they want to go.

A. Lyles informed members that she is working on producing a document mapping WLAC's Majors to Disciplines and wanted to know whether Curriculum Committee wanted to comment on this. Members agreed that A. Lyles first completes what she is doing and present the draft for review by the curriculum committee.

### 3. CURRICULUM MATTERS

The following courses and programs were discussed and decisions given as APPROVED (*moved, seconded, and passed*), or NOT APPROVE.

#### 3.1 NEW CREDIT COURSE

ECD #	COURSE #	COURSE TITLE	Action/comments
58874	POL SCI 061	Global Issues	Approved
60796	DEN HY 355	Preventive Dentistry and Nutrition	Approved
60856	FLM PRD 103A	Beginning Tools for Production Crafts	Approved
60857	FLM PRD 400	Film/TV Production Crafts Portfolio	Approved
60922	MATH 227S	Statistics with Support	<b>NOT APPROVED</b> CC considers the words “with support” in the course title and the “S” in the course number stigmatizing
60927	MATH 241S	Trigonometry with Vectors with Support	<b>NOT APPROVED</b> CC considers the words “with support” in the course title and the “S” in the course number stigmatizing

#### 3.2. UPDATE/CHANGE CREDIT COURSE

ECD #	COURSE #	COURSE TITLE	Type of Update/Change	Action/comments
61063	CO SCI 955	Programming for Mobile Application	<i>Catalog course description, Class schedule Course description; Advisories; Textbook; SAM Code;</i>	APPROVED
60328	DEN HY 300	Principles of Dental Hygiene	<i>Catalog course description, Class schedule Course description; Pre/Co-requisite; Textbook; Course Content/Objectives;</i>	APPROVED
60350	DEN HY 327	Local Anesthesia, Sedation Techniques	<i>Course title, Unit, Catalog course description, Co-requisite, Textbook</i>	APPROVED
60356	DEN HY 352	Care for Patients with Special Needs	<i>Unit, Co-requisite, Textbook</i>	APPROVED
60861	FLM PRD 106	Tech Literacy for Production & Post	<i>Class hours</i>	APPROVED

54881	HOSPT 302	Introduction to Hotel/Motel Operations	SLO	<b>NOT APPROVED</b> Missing forms and/or addenda
61003	HOSPT 320	Hospitality Law	Prerequisite	<b>NOT APPROVED</b> Missing forms and/or addenda
54688	HOSPT 340	Introduction to Professional Food Service	Textbook; DE	<b>NOT APPROVED</b> Missing forms and/or addenda
61100	MATH 215	Principles of Mathematics I	Prerequisite/Advisories/Limitations	APPROVED
61099	MATH 227	Statistics	Prerequisite/Advisories/Limitations	APPROVED
61101	MATH 245	College Algebra	Advisories/Limitations	APPROVED
61060	English 101	College Reading & Composition	Delete "OR placement exam" in section I part 11 and Add "OR placement through multiple measures" in section I part 11 of the ECD	APPROVED

#### 4. REPORTS, INFO, MOTIONS

4.1. Chair's Report (*Beraki Woldehaimanot*) – No report

4.2. Articulation Officer's Report (*Adriana Martinez*) – No report

4.3. "Notice of Intent" for new programs (*Ashanti Lyles*)

The "Notice of Intent (NOI)" is a consultative process that occurs before new programs are submitted for consideration by the curriculum committee. The NOI form requires the faculty initiator of a new program (degree or certificate) to meet with and get signatures from the Area Dean, CTE Dean (for a CTE program), Curriculum Dean, Vice President, and College President. The NOI form, with all the signatures, will then be submitted to the curriculum committee along with the new program documents. During the discussions, it was stressed that although robust consultations and deliberations at all levels are very important, requiring signatures from administrative officials may slow down the curriculum approval process. After long discussions, members agreed the importance of the NOI and the need to formalize the consultation process, but suggested to modify the form by eliminating the administrators' signatures. Instead, the faculty initiator of the program states and signs that he/she has consulted with the Division Chair, Area Dean, CTE Dean (for a CTE program), and the Vice President. Consultation may happen in person or by electronic means. Vote on the revised NOI will occur in the November meeting.

**4.4.** The Health Sciences Division requested to create the following disciplines:

- i) Emergency Medical Services, TOP Code: 125000\*, and
- ii) Paramedic, TOP Code: 125100\*

The new disciplines will incorporate courses that are offered in the division's Emergency Medical Technician (EMT) Program, currently under the Allied Health Discipline.

*The request to create the two disciplines was APPROVED.*

**4.5.** Streamlining petition process for Math and English [AB 705]

In order to align with AB 705 guidelines, the following resolutions were submitted by Mathematics and Language Arts Divisions:

Mathematics:

“All student petitions for placement into Math 215, 227 or 245 (but NOT Math 236 or Math 241) in accordance with the AB 705 implementation plan are hereby granted, effective immediately and until such time as an appropriate placement model is integrated into the registration system.”

English:

“All petitions for student placement into the English pathways according to the AB 705 implementation plan are hereby granted, effective Winter 2019.”

Both resolutions were **APPROVED**.

**5. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS:**

**5.1. Tech Review** (*adopt, create, or reinstate course or program; Prerequisites; DE addenda only*)

- Meeting date: 11/7/2018 @ 1:00 pm; Location: Library 218
- Last day to submit course/program: 10/31/2018 @ 11:00 am

**5.2. Curriculum Committee** (*Course/program update, archive, & those evaluated at a Tech Review*)

- Meeting date: 10/14/2018 @ 1:00 pm; Location: Winlock Lounge
- Last day to submit course/program: 11/07/2018 @ 11:00 am

**5.3.** Curriculum committee intends to invite Mr. Glenn Schenk (Financial Aid Director) to inform members of the curriculum committee about financial aid eligibility of courses and programs.

**6. ADJOURNMENT**

The meeting adjourned at 3:38 pm.