



# 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

Sep 19, 2018; 1:00-3:30 pm in Winlock

Members Present	
Chiang, Ana	Lyles, Ashanti
Cheng, Tanshee	Peterson, Laura
Cole, Jennifer	Preziosi, Aimee
Cordova, Luis	Setka, Stella
Kamibayashi, Lisa	Trujillo, Susan
Manner, Kimberly	Woldehaimanot, Beraki
Martinez, Adriana	
Guests	
Alexander, Linda, <i>Language Arts</i>	Norris-Bell, Clare, <i>Language Arts</i>
Barragan, Norma, <i>Social Sci.</i>	Russell, Tim, <i>College &amp; Career Prep</i>
Blustein, Bonnie, <i>Mathematics</i>	Saperston, Lisa <i>College &amp; Career Prep</i>
Boles, Kay, <i>Hospitality</i>	Shepherd, Marlene, <i>Behavioral Sci.</i>
Funderburk, Michelle, <i>Arts &amp; Perf.</i>	Tom-Miura, Allison, <i>College &amp; Career Prep</i>
Ghaforyfard, Parvaneh, <i>Computer</i>	Welch, Tim, <i>Language Arts</i>
Guichard, Laura, <i>Film Production</i>	

The meeting was called to order by the chairperson at 1:03pm.

#### 1. ORGANIZATIONAL ITEMS

- 1.1. Agenda was approved as printed.
- 1.2. Combined minutes of May 16 & 21, 2018 was approved as presented.

#### 2. PUBLIC SPEAKERS

- 2.1. Lisa Kamibayashi distributed a one-page info material that compares prerequisites for physiology in colleges within our district and other colleges in our region. She requested curriculum committee to also look into what prerequisites other colleges are using when considering prerequisites for identical courses at West.

#### 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
59840	ENG GEN 120	Introduction to Programming Concepts and Methodologies for Engineers	Approved
60284	*ENGLISH 072	English Bridge	Approved
59782	MIT 220	Introduction to Robotics	Approved
60085	*MATH 230	Mathematics for Liberal Arts Students	Approved

**3.2. UPDATE/CHANGE CREDIT COURSE**

ECD #	COURSE #	COURSE TITLE	Type of Update/Change	Action
59354	MATH 236	Calculus for Business and Social Science	<i>Prereq; textbook; Sec III – Relationship to College Prog.; SLO</i>	Approved
59375	MATH 245	College Algebra	<i>Course descriptions; Prereq/advisories; textbook; Sec III – Relationship to College Prog.; SLO; DE</i>	Approved

**3.3. CREATE NEW NONCREDIT COURSE**

COURSE #	COURSE TITLE	Action
BSICSKL 095CE	Arithmetic Lab	Approved
BSICSKL 096CE	Pre-Algebra Lab	Approved
BSICSKL 097CE	High School - level Algebra Review	<b>Not Approved</b> <i>Lacks core algebraic concepts; motion not seconded</i>
BSICSKL 098CE	Math for College and Career Readiness	Approved
BSICSKL 099CE	College and Career Pathways for the Science Field	Approved
ACAD PR 15CE	Data Analysis	Approved
ACAD PR 16CE	Algebra	Approved
ACAD PR 17CE	Geometry	Approved
ACAD PR 18CE	Preparatory Mathematics	Approved

Initiators or their representatives whose courses were approved were asked to fill out and submit the “Noncredit Course Request Form” ASAP to the chair. The course cannot be submitted to the District Office without this form.

In addition, they were requested to submit the latest version of their COR and SLO addendum as one pdf file and use the following format for the file name: Course Number–Course Title. Example: BSICSKIL 094CE–Chemistry Fundamentals Review.pdf

### 3.4. UPDATE/CHANGE NONCREDIT COURSE

COURSE #	COURSE TITLE	Type of Update/Change	Action
BSICSKL 056CE	Arithmetic Review I	Modified SLO, Changed from Lecture only to Lecture and Lab and increased hours	Approved
BSICSKL 057CE	Arithmetic Review II	Modified SLO, Changed from Lecture only to Lecture and Lab and increased hours	Approved
BSICSKL 058CE	Pre-algebra Review I	Modified SLO, Changed from Lecture only to Lecture and Lab and increased hours	Approved
BSICSKL 059CE	Pre-algebra Review II	Modified SLO, Changed from Lecture only to Lecture and Lab and increased hours	Approved

### 3.5 ARCHIVE CREDIT COURSE

ECD #	Course & No.	Course Title	Effective Semester	Action
60290	DEN HY 100	Principles of Clinical Dental Hygiene	Fall 2018	Approved
60291	DEN HY 101	Clinical Dental Hygiene I	Fall 2018	Approved
60292	DEN HY 104	Dental Morphology	Fall 2018	Approved
60293	DEN HY 105	General Pathology	Fall 2018	Approved
60294	DEN HY 106	Anatomy of the Head and Neck	Fall 2018	Approved
60295	DEN HY 108	Introduction to Periodontics	Fall 2018	Approved
60296	DEN HY 109	Infection Control in Dentistry	Fall 2018	Approved
60297	DEN HY 150	Preventive Dentistry	Fall 2018	Approved
60298	DEN HY 151	Clinical Dental Hygiene Ii	Fall 2018	Approved
60299	DEN HY 152	Special Patient Care	Fall 2018	Approved
60300	DEN HY 153	Radiology II - Interpretation	Fall 2018	Approved
60301	DEN HY 154	Oral Pathology	Fall 2018	Approved
60302	DEN HY 156	Histology and Embryology of Oral Tissue	Fall 2018	Approved
60303	DEN HY 160	Clinical Dental Hygiene II b	Fall 2018	Approved
60304	DEN HY 189	Dental Hygiene Developmental Clinic Seminar I	Fall 2018	Approved

60305	DEN HY 190	Dental Hygiene Developmental Clinic Seminar II	Fall 2018	Approved
60306	DEN HY 191	Dental Hygiene Developmental Clinic Seminar III	Fall 2018	Approved
60307	DEN HY 200	Cardiology and Occlusion	Fall 2018	Approved
60308	DEN HY 201	Clinical Dental Hygiene III	Fall 2018	Approved
60309	DEN HY 204	Dental Health Education	Fall 2018	Approved
60310	DEN HY 205	Dental Health Education - Practicum	Fall 2018	Approved
60311	DEN HY 206	Periodontics	Fall 2018	Approved
60312	DEN HY 207	Pain Control	Fall 2018	Approved
60313	DEN HY 208	Pharmacology	Fall 2018	Approved
60314	DEN HY 209	Pain Control - Lab	Fall 2018	Approved
60315	DEN HY 210	Emergencies in Dental Practice	Fall 2018	Approved
60316	DEN HY 212	Radiology I - Introduction to Radiology	Fall 2018	Approved
60317	DEN HY 215	Dental Materials and Expanded Functions Lab	Fall 2018	Approved
60318	DEN HY 250	Advanced Periodontal Seminar	Fall 2018	Approved
60319	DEN HY 251	Clinical Dental Hygiene IV	Fall 2018	Approved
60320	DEN HY 252	Essentials of Dental Hygiene Practice	Fall 2018	Approved
60321	DEN HY 253	Community Dental Health	Fall 2018	Approved
60322	DEN HY 254	Community Dental Health - Practicum	Fall 2018	Approved
60323	DEN HY 256	Biochemical Nutrition	Fall 2018	Approved
60324	DEN HY 260	Research Design and Methodology	Fall 2018	Approved

### 3.6. NEW NONCREDIT CERTIFICATES

3.6.1. Liberal Arts Transfer Mathematics Preparation - Certificate of Competency - **APPROVED**

3.6.2. Statistics Preparation - Certificate of Competency - **APPROVED**

3.6.3. STEM Mathematics Preparation - Certificate of Competency - **APPROVED**

*Initiators or their representatives whose programs were approved were asked to fill out and submit electronically the “New Program Board Approval Form” to the chair. The programs cannot be submitted to the District Office without this form.*

In addition, program initiators or their representatives were reminded that when sending your Narratives and other supporting documents, please save them in pdf and use the following format for your file name: Program Name–Program title–Document Type. Examples:

Climate Change and Environmental Studies–AS Degree–Narrative.pdf

Law, Public Policy and Society–AAT–TMC.pdf

Workforce Preparation and Career Opportunities–Cert of Competency–Narrative.pdf

### 3.7. UPDATE/CHANGE NONCREDIT CERTIFICATES

3.7.1. Science Preparation - Certificate of Competency – Add a required course to certificate: BSICKSL 099CE - **APPROVED**

3.7.2 College Readiness - Certificate of Competency – Add two optional courses to certificate: BSICKSL 009CE; BSICKSL 073CE - **APPROVED**

3.7.3. College Readiness for the English Language Learner - Certificate of Competency – Added Program SLOs to Narrative - **APPROVED**

### 3.8. Request to Create an **Emergency Medical Services (EMS) Discipline** [Carlos Sermeño] - **Action**

The Health Sciences Division requests to create an Emergency Medical Services (EMS) Discipline. The new discipline will incorporate courses that are offered in the division's Emergency Medical Technician (EMT) Program, currently under the Allied Health Discipline.

Top Code: 1250.00 Emergency Medical Services.

Minimum Qualification: The program falls under Emergency Medical Technician, thus Min Qual will be Bachelor's degree and two years of professional experience, or any associate degree and six years of professional experience.

Action was not be taken because the requesting faculty was not present during the meeting – **NO ACTION** taken.

## 4. REPORTS, INFO, MOTIONS

### 4.1. Chair's Report (Beraki Woldehaimanot)

As per general understanding reached during the May 21, 2018 meeting, the chair distributed curriculum committee/tech review work group selection form. Beginning October 2018, all curricula will be reviewed thoroughly by the respective groups.

### 4.2. Articulation Officer's Report (Adriana Martinez)

A. Martinez announced that the CI-D certification for the following courses has expired: Health 11, Business 32, Music 200, Cinema 1, Art 300, and Hospitality 320 (Conditional). She also informed members that GE certification for IGETC/CSU can take up to two years.

4.3. “Notice of Intent” for new programs (Ashanti Lyles)

No discussion occurred because A. Lyles (Curriculum specialist) had left by the time this item was taken up for discussion – **NO ACTION** taken.

4.4. District Form for newly proposed CTE programs (Carmen Dones)

No discussion occurred because Dean C. Dones was not present during the meeting – **NO ACTION** taken.

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: 10/3/2018 @ 1:00 pm; Location: TBD
- Last day to submit course/program: 9/26/2018 @ 11:00 am

5.2. Curriculum Committee (Course or program update, archive, and those evaluated at a Tech Review)

- Meeting date: 10/17/2018 @ 1:00 pm; Location: Winlock Lounge
- Last day to submit course/program: 10/10/2018 @ 11:00 am

5.3. We intend 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 3:37 pm.