



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
Kinesiology

Alma Narez-Acosta
Counseling

Vacant
Applied Technology

Laura Peterson
Arts & Performance

Aimee Preziosi
Behavioral Science

Tanshee Cheng
Mathematics

Sandra Ruiz
Language Arts

Stella Setka
Language Arts

Patricia Siever
Social Sciences

Susan Trujillo
Library & Learning Resources

MINUTES OF THE CURRICULUM COMMITTEE MEETING

Mar 21, 2018

1:00-3:00 pm in Winlock

Members Present	
Cheng, Tanshee	Murrell, Green
Cole, Jennifer	Mozafari, Lily
Cordova, Luis	Preziosi, Aimee
Kamibayashi, Lisa	Setka, Stella
Manner, Kimberly	Trujillo, Susan
Martinez, Adriana	Woldehaimanot, Beraki
Guests	
Barragan, Norma, <i>Sociology</i>	Saperston, Lisa, <i>Free College</i>
Filerman, Bernice, <i>Science</i>	Guichard, Laura, <i>Arts & Performance</i>
Guzman, Edmond, <i>Aviation</i>	Lyles, Ashanti <i>Academic Affairs</i>
Butler, Marcus, <i>CSIT</i>	Zuk, Patricia, <i>Science</i>

The meeting was called to order by the chairperson at 1:27pm.

1. ORGANIZATIONAL ITEMS

- 1.1. Agenda was approved with the following adjustments: (1) under item 3.2, those biology courses with prerequisite issues to be moved to later because discussion on these courses might take longer than usual. (2) It was also suggested that courses or programs initiated by faculty who can't make it to the meeting on time (many are teaching at this time) can be temporarily skipped until those faculty arrive.
- 1.2. Minutes of Feb 21, 2018 were approved with the following corrections. (1) On page 2, DEN HY 421 is listed twice. ECD#57225 must be deleted. (2) While all approved courses and programs were listed in the minutes, those which were tabled or not approved must also be reported in the minutes.

2. PUBLIC SPEAKERS

A Preziosi described Certificate and Degree programs in Climate Change Studies that are being developed. She gave this "Notice of Intent" so that West faculty become aware that these programs are in the works. The programs are multidisciplinary and they will most likely be presented to the curriculum committee in the next meeting. She distributed draft copies listing those courses that will be part of the programs.

3. CURRICULUM MATTERS

The following is a list of courses and programs (3.1 through 3.5) that were discussed, voted on, and approved (*moved, seconded, and passed*) **MSP**.



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Courses

3.1 NEW (CREATE/ADOPT) – CREDIT COURSE

ECD #	COURSE & NO.	COURSE TITLE	EFFECTIVE DATE	COMMENTS
57684	BIOTECH 001	Fundamentals of Biotechnology	Fall 2018	Add note in Section III indicating the course will be part of an approved program; Add current Textbook
57685	BIOTECH 002	Biotechnology I	Fall 2018	Add note in Section III indicating the course will be part of an approved program; Add current Textbook
57708	BIOTECH 003	Biotechnology II	Fall 2018	Add note in Section III indicating the course will be part of an approved program; Add current Textbook
57687	BIOTECH 102	Cell Culture	Fall 2018	Add note in Section III indicating the course will be part of an approved program; Add current Textbook
56719	EET 123	Introduction To Arduino	Fall 2018	In Section III, Remove entry in the "Approved Programs" box.

3.2 EDIT (UPDATE/CHANGE) – CREDIT COURSE

ECD #	Course & No.	Course Title	Update Type
57707	GEOG 015	Physical Geography Laboratory	DE addendum
57063	PHRMCTK 032	Pharmacy Operations	Units, Class hours, Textbook

3.3 NEW (CREATE/ADOPT) – NONCREDIT COURSE

Course #	Course Title	Effective Semester	Comments
ESLNC 018CE	English as a Second Language V	Fall 2018	Vote results: Yes:6, No:1, Abstention:3; Approved
ESLNC 019CE	English as a Second Language VI	Fall 2018	Vote results: Yes:6, No:0, Abstention:5; Approved
BSICSKL 093CE	Biology Fundamentals Review	Fall 2018	Vote results: Yes:10, No:0, Abstention:1; Approved

3.4 UPDATE – NONCREDIT COURSE

ECD	Course #	Course Title	Update Type	Effective Semester	Comments
57768	VOC ED 296CE	Cisco, Vmware, And Network Security Training Lab	DE addendum	Fall 2018	Effective Semester changed to Spring 2018



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3.5 ARCHIVE COURSE

ECD #	COURSE & NO.	COURSE TITLE	EFFECTIVE SEMESTER	COMMENTS
55370	ARABIC 101	Arabic Language Laboratory	Summer 2018	Effective semester changed to Summer 2018
56948	ENGLISH 067	Writing Laboratory	Summer 2018	Effective semester changed to Summer 2018
57238	MUSIC 441	Song Repertoire	Summer 2018	Effective semester changed to Summer 2018

3.6. Courses listed below (3.6.1 and 3.6.2.) were **NOT** approved (see comments column):

3.6.1. Edit (Update) Credit Courses

ECD #	COURSE & NO.	COURSE TITLE	COMMENTS	COMMENTS
57795	ANATOMY 001	Introduction to Human Anatomy	Course Description	Tweak/adjust language on description
57168	BIOLOGY 003A	Introduction to Biology	Course Description	Tweak/adjust language on description
57167	BIOLOGY 003B	Introduction to Biology	Course Description	Tweak/adjust language on description
57082	BIOLOGY 006	General Biology I	Prerequisites	Justify Prerequisites
57083	BIOLOGY 007	General Biology II	Prerequisites	Justify Prerequisites
57084	BIOLOGY 110	General Biology - Genetic Analysis and Biotechnology	Prerequisites	Justify Prerequisites
57089	PHYSIOL 001	Introduction To Human Physiology	Prerequisite, advisories	Justify Prerequisites and advisories

3.6.2. New Noncredit Course

Course #	Course Title	Effective Semester	Comments
BSICSKIL 100CE	First Year Success	Fall 2018	Course is similar to credit counseling courses 005, and 008; was not discussed with counseling department regarding its impact on the credit courses, staffing.

3.7 NEW PROGRAMS:

The following two new programs were approved.

- **Paramedic** - Certificate of Achievement (Unanimous)
- **ESL Pathways** - Certificate of Competency (Yes: 7, No:1, Abstention: 2)

Environmental Science - Associate of Science for Transfer has been withdrawn to fix total number of units.



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4. REPORTS, DISCUSSIONS, MOTIONS

4.1. Chair’s Report (*B Woldehaimanot*):

- All initiators whose Course Outline of Record (COR) has been approved must submit to the curriculum chair the “LACCD Credit Course Request for Posting Form” as soon as Senate approves the COR. Form was distributed during the meeting and will be made available soon on the Curriculum webpage.
- Noncredit CORs are not supported by the ECD system. Thus, initiators whose Course Outline of Record (COR) has been approved must submit the following two forms to the curriculum chair as soon as Senate approves the COR: (1) The signature page from ECD: get signatures of all approvers, (2) LACCD Noncredit Course Request Form. Both forms were distributed during the meeting and will be made available soon on the Curriculum webpage.

4.2. Articulation Offer’s Report (*A. Martinez*)

- List of Expired courses was read; submission of corrections to the IGETC form has been extended until the next curriculum committee meeting.

5. FUTURE CURRICULUM COMMITTEE/TECH REVIEW MEETINGS

- Tech Review (*adopt, create, or reinstate course or program only*):
 - Meeting date/place: 4/11/2018 @ 1:00 pm Winlock Lounge
 - Last day to submit course/program: 4/7/2018 @ 5:00 pm
- Curriculum Committee:
 - Meeting date/place: 4/18/2018 @ 1:00 pm Winlock Lounge
 - Last day to submit course/program: 4/14/2018 @ 5:00 pm
- *New courses and programs are better discussed with the curriculum committee chair before submitting them for tech review.*
- For assistance call x4524 or email: Woldehb@Wlac.edu

6. ADJOURNMENT

The meeting was adjourned at 3:25 pm.