



# WEST LOS ANGELES COLLEGE

## Curriculum Committee

### MINUTES OF THE CURRICULUM COMMITTEE MEETING (Zoom)

Sep 2, 2020; 1:00-3:30 pm

#### Membership

**Beraki Woldehaimanot**  
Chairperson

**Carmen Dones**  
Curriculum Dean (non-voting)

**Anna Chiang**  
Computer Science

**Lisa Kamibayashi**  
Health Sciences

**Jennifer Cole**  
Science

**Anthony Cuomo**  
SLO Coordinator

**Edmond Guzman**  
Applied Technology

**Laura Guichard**  
Arts & Performance

**Tanshee Cheng**  
Mathematics

**Lisa Saperston**  
Andrea Rodriguez-Blanco  
(Alternate)  
College & Career Prep

**Susan Trujillo**  
Library & Learning  
Resources

**Ashanti Lyles**  
Curriculum Specialist  
(non-voting)

**Stephanie Meredith**  
Human Dev. & Fam. St.

**DeAnna Gossett**  
Business

**David Hernandez**  
Counseling

**Elena Aviles**  
Language Arts

*Vacant*  
Articulation Officer

*Vacant*  
Social Sciences

*Vacant*  
DE

*Vacant*  
Public Safety & Paralegal  
Studies

*Vacant*  
ASO

*Vacant*  
AFT

Members Present	
Tanshee Cheng	Carmen Dones
Anna Chiang	Stephanie Meredith
Jennifer Cole	Guichard, Laura
Anthony Cuomo	Lisa Saperston
DeAnna Gosset	Elena Aviles
Lisa Kamibayashi	Susan Trujillo
Ashanti Lyles	Beraki Woldehaimanot
Guests	
Laura Peterson, <i>Arts &amp; Performance</i>	Andrea Rodriguez-Blanco, <i>College &amp; Career Prep</i>
Allison Tom-Muira, <i>Academic Affairs</i>	Timothy Russell, <i>College &amp; Career Prep</i>
Grace Chee, <i>AFT</i>	Victor Pulido, <i>Kinesiology/Health Sci</i>
Yervant Boghos, <i>Health Sci</i>	

The meeting was called to order at 1:06 pm.

### 1. ORGANIZATIONAL ITEMS

1.1. Agenda was confirmed with the following changes.

Add: On 3.1.(i) Curriculum Committee Membership

Add: On 3.1.(iv), second line. A comma after 'must be sent to curriculum committee chair'

Add: On 4.1. DEN HY 312, DEN HY 314, ADDICST 010.

1.2. Minutes of Mar 18, 2020 - approved as presented.

### 2. PUBLIC SPEAKERS

Dean Allison Tom-Muira spoke about Credit for Prior Learning (CPL). She said West is engaged in creating a college workgroup to begin the dialog aimed at instituting a robust CPL service in our campus and the District. She further said CPL will be on the Senate Agenda for 9/8.

Grace Chee, AFT Chapter President, said she attended the Chancellor's Consultation meeting on 9/1 and 9/2 and noted that District is concerned about DE addenda. She wanted to know how many courses needed DE addenda and where we are in that process.

**2.1. Curriculum Chair’s (CC) Report (Beraki Woldehaimanot):**

i. Curriculum Committee Membership

The following members confirmed their intentions to continue as divisional reps: Anna Chiang, Lisa Kamibayashi, Jennifer Cole, Anthony Cuomo, Laura Guichard, Tanshee Cheng, Lisa Saperston (Andrea Rodriguez-Blanco, *alternate*), Susan Trujillo, Stephanie Meredith, DeAnna Gossett, and Elena Aviles. Ed Guzman and David Hernandez did not respond.

Existing vacancies that need to be filled: Social Sci, DE, Articulation Officer, Public Safety & Paralegal Studies, ASO, and AFT.

ii. eLumen is expected to go live in Oct 2020

iii. Course outlines or programs (new or update) have to be submitted via eLumen when it becomes operational.

iv. Courses or programs that need to be updated due to State or other relevant institutions’ policy/regulations, may be excepted. After sending written justification to the curriculum chair, the curriculum committee and Senate must approve the requested update.

v. Courses or programs that were submitted earlier (during SP 2020) have to be re-submitted via eLumen when it is implemented.

vi. Credit for Prior Learning (CPL): The State Chancellor’s Office instructed all CA community colleges to implement CPL services to students. Currently, there is no well-articulated process for creating CPL courses, and information for students is scanty. In order to better serve students, our college needs to streamline the CPL course creation process and publicizing it to students. [Palomar College](#) has good resources on CPL and it can serve as a starting point.

vii. Curriculum Committee’s DE Tech review strategy

DE addenda that will be submitted for review during Fall 2020 will be equally distributed between curriculum committee members. After reviewing, they will send the DE addenda along with comments back to the curriculum chair within three days. DE addenda that need corrections, the curriculum chair will inform faculty to make the corrections and re-submit the corrected version within three days.

Senate approved DE addenda will be placed in the Curriculum website. Once eLumen is implemented, faculty will enter the DE data during validation.

Members suggested that we post the updated DE form and an instructional video to help faculty easily fill out the form on the Curriculum website.

viii. The following Curriculum schedule for Fall 2020 was accepted.

Deadline to submit DE addenda @ 11:00am	Tech Reviewers receive DE addenda	Tech Reviewers return DE addenda with comments	Faculty receive comments	Faculty re-submit DE addenda @ 11:00am	Curriculum Meeting @ 1:00pm	Senate Meeting
Aug 28					Sep 2	Sep 8
Sep 28	Sep 30	Oct 2	Oct 3	Oct 5	Oct 7	Oct 13
Oct 26	Oct 28	Oct 30	Oct 31	Nov 2	Nov 4	Nov 10
Nov 23	Nov 25	Nov 27	Nov 28	Nov 30	Dec 2	Dec 8

3.2. Articulation Officer's Report - No report

3.3. Curriculum Dean's Report (*Carmen Dones*)

Adriana Martinez who served as articulation officer (AO) at the curriculum committee has resigned and her replacement will be hired soon. The new AO will join this committee.

4. CURRICULUM MATTERS - ACTION

4.1. DE ADDENDUM FORM

The following DE addenda were approved.

ANATOMY 001	BIO 006	BIO 007	BIO 110
BSCSKL 023CE	BSCSKL 034CE	BSCSKL 077CE	BSCSKL 078CE
BSCSKL 089CE	BSCSKL 104CE	BSCSKL 105CE	CHEM 051
CHEM 056	CHEM 060	CHEM 066	CHEM 101
CHEM 102	CHEM 211	CHEM 212	CHEM 221
COOP ED 195	COOP ED 295	COOP ED 395	DEN HY 300
DEN HY 415	EARTH 002	ENV SCI 001	ENV SCI 002
ENV SCI 024	FLM PRD 101	GEOG 001	GEOG 002
MICRO 020	PHYSICS 006	PHYSICS 007	PHYSICS 037
PHYSICS 038	PHYSICS 039	PHYSIOLOGY 001	VOC ED 096
VOC ED 097	VOC ED 098	VOC ED 281	VOC ED 288
VOC ED 289	VOC ED 290	VOC ED 294	DEN HY 312
DEN HY 314	ADDICST 010		

4.2. CREDIT BY EXAM

Parvaneh Ghaforyfard (*Computer Sci & Applications*) requested, with attached justification letter, for ENG GEN 101 to be available to students as a Credit by Exam course. After hearing a short presentation by Anna Chiang about the need, members voted to accept ENG GEN 101 to be available to students as a Credit by Exam course.

5. NEXT CURRICULUM SUBMISSION DEADLINE & CURRICULUM MEETING DATE

- Curriculum submission deadline: Sep 28
- Curriculum meeting (zoom): Oct 7 @1:00pm

6. ADJOURNMENT

Meeting adjourned at 3:21pm.