



WEST LOS ANGELES COLLEGE

Curriculum Committee

CURRICULUM COMMITTEE MEMBERS

Jane Witucki
Chairperson
Curriculum Committee

Aracely Aguiar
Acting Vice President
Curriculum

Alma Narez-Acosta
Counseling

Celena Alcalá
Acting Dean of Academic
Affairs

Anna Chiang
Computer Science

Jason Coleman
Travel

Nuala Lincke-Ivic
Language Arts

Adriana Martinez
Articulation Officer

Colleen Matsuhara
Health & Kinesiology

Jack Moy
Applied Technology

Aimee Preziosi
Social Sciences

Matt Robertson
Mathematics

Marlene Shepherd
Social Sciences

Joyce Sweeney
Humanities & Fine Arts

Susan Trujillo
Library

Pat Zuk
Science

Allied Health

CEMA

Kimberly Davillier
Administrative Aide,
Curriculum

WEST LOS ANGELES COLLEGE CURRICULUM COMMITTEE MEETING

**October 20, 2015
1 to 3:00pm in SSB 414**

REGULAR MEETING AGENDA

I. ORGANIZATIONAL ITEMS – 5 MIN – ACTION

Approval of the agenda

Approval of the minutes for September 15, 2015.

II. PUBLIC SPEAKERS:

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

III. CURRICULUM MATTERS:

1. Approval of courses updated, created, archived or reinstated – **Action** (Witucki)

***NOTE:** I omitted 1 COR that was updated (#46578 Co Sci 951, passed Tech Review 10/8/15) Please ask for committee okay to add to course approval list.*

2. Updates to 2 existing certificates: - **Action** (Tom-Miura)

- a. Foundation for Academic Success I (non-substantial change)
- b. Foundation for Academic Success II (non-substantial change)

3. Approve 2 new Certificates of Competency: - **Action** (Tom-Miura)

- a. Police Orientation Boot Camp
- b. Police Orientation Preparation

4. Approve Mobile Application Development Certificate of Achievement – **Action** (Patil)

5. Reduce the number of signatures needed for COR approval on courses that have gone thru the full signature approval process within the previous 9 months. – **Action** (Witucki)

Approvals signatures will be:

- Curriculum Chairperson
- Articulation Officer
- Curriculum Dean
- District

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Note: This will only apply to courses that need C-ID updates, prerequisite updates, or degree plan updates.

IV. REPORTS:

1. Contract Honor Courses -Young/Golterman
What is the process at West for offering honors courses?
2014-16 WLAC Catalog:
2. Non-Credit course presentation – Tom-Miura
3. Prerequisites and how to update them - Witucki
4. C-ID update on conditional, expired and not approved courses – Martinez
5. Accreditation Standard review - Aguiar
6. College Catalog – Aguiar
 - a. How often should courses listed in the catalog be offered (truth in advertising)?
 - b. If offered infrequently should a disclaimer be added such as: “Offered once every six years.”
 - c. We need to align all classes with what’s in the catalog
7. The following courses have not submitted the required Distance Learning Strategies form. The deadline for submission is 2/1/16.

Course	Division	Type
CINEMA 107	CEMA	ONLINE
ECONOMICS 002	Social Sciences	ONLINE
ENGLISH 185	Language Arts	HYBRID
FAMILY AND CONSUMER STUDIES 021	Social Sciences	ONLINE
LIBRARY SCIENCE 104	Library & Learning Skills	ONLINE
PSYCHOLOGY 001	Social Sciences	ONLINE
PSYCHOLOGY 014	Social Sciences	ONLINE
PSYCHOLOGY 041	Social Sciences	ONLINE

8. New Program Handbook will be posted to the Curriculum web site.

Note: Remind members that courses without a completed strategies form will no longer be offered through the Distance Learning office.

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8. New Program Handbook will be posted to the Curriculum web site.

Note: Handbook was emailed on 10/13/15. This is just an FYI.

9. Additional Curriculum meetings have been requested. Are members available on Tuesday, 12/1/15, at 1pm for a brief meeting to approve courses updated, created, archived or reinstated?

10. Spring semester begins 2/8/16. Academic Senate meets on 2/9 and 2/23 which only leaves 2/16/15, the Tuesday after a 4 day weekend, for a possible meeting. SSB 414 is not available. If the committee would like to meet in February I will find another space. Currently our first Spring meeting is 3/15/16.

11. DCC Report – Postponed

V. ADJOURNMENT

Curriculum Committee Meetings

SSB 414, 1 – 3pm

FALL 2015: 11/17/15

SPRING 2016: 3/15/15, 4/19/15, 5/31/15

Technical Review

CE 105A, 1-3pm

For all Adopt, Create or Reinstatement courses only

FALL 2015: 11/16/15

SPRING 2016: 3/14/15, 4/18/15, 5/23/15

Course Updates are Tech Reviewed by appointment, x4282

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