WEST LOS ANGELES COLLEGE
CURRICULUM COMMITTEE MEETING
May 18, 2015
1 to 3:00pm in SSB 414
REGULAR MEETING MINUTES

In Attendance:

<table>
<thead>
<tr>
<th>In Attendance:</th>
<th>Colleen Matsuhara</th>
<th>Carlos Sermeno</th>
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<tr>
<td>Aracely Aguiar</td>
<td>Antoine McKnight</td>
<td>Marlene Shepherd</td>
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<td>Anna Chiang</td>
<td>Alma Narez-Acosta</td>
<td>Buck Stapleton</td>
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<tr>
<td>Jason Coleman</td>
<td>Manish Patel</td>
<td>Joyce Sweeny</td>
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<td>Luis Cordova</td>
<td>Mark Pracher</td>
<td>Allison Tom-Miura</td>
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<td>Kimberly Davillier</td>
<td>Aimee Preziosi</td>
<td>Susan Trujillo</td>
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<td>Nuala Lincke-Ivic</td>
<td>Matt Robertson</td>
<td>Pat Zuk</td>
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<td>Adriana Martinez</td>
<td>Jack Ruebensaal</td>
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Meeting called to order at 1:14pm

I. ORGANIZATIONAL ITEMS – 5 MIN – ACTION

Approval of the agenda

Item III, #6, moved up to item III, 1.5, request approved by committee.
Committee approved adding ECD 44949 THEATER 232 UPDATE to the list of courses submitted for approval. UNAN

Approval of the minutes for April 27, 2015.
Shepherd/Matsuhara UNAN
Corrections made as indicated by Jason Coleman, Anna Chiang, Alma Narez-Acosta and Jane Witucki.

II. PUBLIC SPEAKERS:

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

III. CURRICULUM MATTERS:

1. Approval of courses updated, created, archived or reinstated since 4/27/15 – Action

The Course Outlines of Record (COR’s) up for approval was sent out on 5/13/15. All New, Adopted or Reinstated courses were Tech Reviewed on 5/11/15. ECD 44949 THEATER 232 UPDATE was approved for inclusion in the list of COR’s.
Shepherd/Martinez UNAN

Vision: West – A gateway to success for every student.

Mission: West Los Angeles College provides a transformative educational experience.
6.15 Approval of POPP (Police Orientation and Preparation Program) - Action

Ara specified that this approval is for a sequence of courses offered at the satellite campus(es) such as ARTC (Ahmanson Recruit Training Center). B. Stapleton could find no record that the motion to approve the POPP sequence of courses submitted in 2010 was formally approved by the Academic Senate. Course sequence and program information has been updated and is again submitted for approval.

Sweeney/Chiang  UNAN

2. Global Studies AA Degree – Ruebensaal - Action

A. Martinez found a mistake in the sample program unit count that was submitted. Committee recommends that M. Pracher and J. Ruebensaal consult with the Articulation officer to clarify the final program unit counts.

Chiang/Trujillo  UNAN

3. All changes to course SLOs need to go through the Course Outline of Record update process. – Cordova – Action

The committee discussed the SLO Addendum update approval process. Various suggestions were made but none were compatible with the ECD program restrictions and the Accreditation Reference Handbook Standard II A 3 recommendations. Action item re-worded:

Updated SLO Addendums need to go through the Course Outline of Record update process.

Coleman/Chiang

FOR: Martinez, Shepherd, Chiang, Narez-Acosta, Sermeno, Matsuhara, Lincke-Ivic, Trujillo, Robertson, Zuk, Coleman

ABSTAIN: Sweeney  Motion Passed

4. Permission to bring curriculum matters to the Academic Senate Executive Committee for approval during Summer 2015. – Action

Sweeney/Trujillo  UNAN

5. Associate of Science degree in Health Science – Action

Coleman/Martinez  UNAN

6. Approval of POPP (Police Orientation and Preparation Program) – Action

Action item moved up to 1.5

IV. REPORTS:

1. C-ID update on conditional, expired and not approved courses – Martinez

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A. Martinez distributed list of courses that need to be updated as requested by C-ID reviewers.

   A. Martinez stated that the department chairs are supposed to keep track of changes in their area to Plan A and B. Chairs should send her any corrections to Plan A and B by Friday, 5/22/2015.

3. Catalog Report and Curriculum compliance with Accreditation Guidelines – Aguiar
   A. Aguiar said there is disconnect between course information available in ECD, Assist.org, and Articulation. Articulation information in ECD is transferred to Protocol which then places the, sometimes incorrect, transfer information into the college catalog and in the Schedule of classes. Assist.org shows courses that have been approved for transfer to the UC’s or CSU’s. The articulation officer has the list of courses that have been, or will be, submitted for transfer. Transfer requests for UC are only reviewed once a year; CSU reviews courses twice a year.

   A. Aguiar also demonstrated, using the State Chancellors web site, that program information entered is frequently wrong. Every active credit course at WLAC needs to be reviewed in ECD and in Curricunet for accuracy.

3. Bachelors of Science degree status report – Aguiar
   No report.

4. ADT Report – Aguiar
   The ADT for Spanish has been resubmitted. Music and Theater ADT’s are being tweaked.

6. Equivalencies and Eminence – Foster or Witucki
   Postponed

7. DCC Report – Witucki
   Review of E – 65, Update Course Development and Approval: Standards and Procedures, that was approved by the District Curriculum Committee on May 8, 2015.

Discussion question:
Should course transferability information be included in the school schedule of classes? Should students be referred to Assist.org and/or referred to a school counselor?

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Committee census was that information should continue to be printed in the college catalog and schedule of classes. Recommend posting a notice on every page of the Schedule of Classes: Students are advised to see a counselor for transfer information. The College will be following best practices for the students.

IV. ADJOURNMENT
Committee members were thanked for their service during the 2014-15 school year and invited to return in Fall 2015.

Meeting adjourned at 2:50pm

Tech Review by appointment throughout the Summer.