



**WEST LOS ANGELES COLLEGE
CURRICULUM COMMITTEE MEETING
November 25, 2013
1:00 PM to 3:00 PM in SSB 414
MEETING MINUTES**

Members Present:

Norma Barragan, Behavioral Science
Anna Chiang, Computer Science
Adriana Martinez, Articulation
Colleen Matsuhara, PE
Alma Narez-Acosta, Counseling
Martin Nee, Aviation
Manish Patel, Computer Science
Carlos Sermeno, Dental Hygiene
Joyce Sweeny, Hum & Fine Arts
Susan Trujillo, Library (alternate)

Members Absent:

Abraha Bahta, Science
Ken Lin, Library
Norma Jacinto, Hum & Fine Arts
Nuala Lincke-Ivic, Language Arts
Matt Robertson, Math

Guests:

Carrie Canales
Donna Olvera
Ara Aguiar
Michael Arata
Dolores Gallegos
Mary-Jo Apigo

Meeting called to order at 1:15pm.

I. ORGANIZATIONAL ITEMS – 5 MIN - ACTION

1. Approval of the agenda - [Agenda approved, no changes](#)
2. Approval of the minutes of October 28, 2013 – [Minutes approved/ MSP](#)

II. PUBLIC SPEAKERS: Speakers may speak no more than 2 minutes per speaker on any agenda item not yet discussed. [None](#)

III. CURRICULUM MATTERS – 1 HR 30 MIN

1. Course update, edit, new, archive or reinstate approval – **Action** (Witucki)
[Martin/Adriana/ MSP](#)

2. SB440/1440 Compliance Status (Olvera)

[The TMC \(Transfer Model Curriculum; Senate Bill 1440, Padilla, 2010\) was written to smooth the transition of students from a community college into a California State University. How the bill was supposed to be implemented was not clear. Senate Bill 440, Padilla, 2013, was passed to clarify what steps the Community Colleges needed to take.](#)

1. [Set clear benchmarks for expanding the Associate Degree for Transfer program at community colleges and create Associate Degrees for Transfer in areas of emphasis \(AOE\).](#)

2. Require the CSU to accept these degrees in each degree option within a major field.
3. Require the CSU to develop an admission redirection process for students with this degree who are not admitted to their campus of choice.
4. Strengthen communication and outreach of this pathway for students across our state.

Community Colleges cannot require more than 60 units in any Associate Degree for Transfer. All transferable courses must be passed with a minimum 2.0 GPA; some universities require a higher passing GPA. There are 112 Community Colleges in California. Out of the 300 existing degrees in California so far only 22 Associate Degrees for Transfer have been established. In 2012 only 300 students went into the CSU's using the TMC (now ADT) plan. The ADT in Kinesiology is an example of the sorts of problem that have come up. The Kinesiology ADT requires Anatomy and Physiology which both require transfer level English and Math courses which are not offered at any of the California Community Colleges.

3. Out of Sequence Pre Co Requisite Board Policy (P. Banday – may be at jury duty)
Ms. Banday was on jury duty and not able to attend the meeting. This presentation is re-scheduled for February 24, 2014.

4. Add Art 633 to the Liberal Arts Degree (Arata)

Art 633 would like to be part of a Liberal Arts degree. Right now the course only applies towards a Skills Certificate in Computer Graphic Arts. To become part of the Liberal Arts degree the department has to first request CSU and UC transferability. Once transferability is approved the department can then request that the course be added to the Liberal Arts degree.

Skills Certificates:

Skills Certificates are issued by the Admissions office. Once a Skills Certificate is approved by the Curriculum Committee it goes to the Academic Senate for approval. Issuing any certificates can be time consuming and expensive. Students like certificates even if they are not aligned with a degree program or on the students' transcript. Most Skills Certificates are less than 14 units and are for Vocational Education courses.

Certificates of Achievement have to go through a state approval process. The first step is to send a letter of intent identifying all the courses and total number of units required in the proposal. A viability study needs to accompany the letter with employment data for the district and regional deans.

Skills Certificate in Multi Media Web Design Barragan/Trujillo **MSP**
 Skills Certificate in Multi Media Animation Trujillo/Martinez **MSP**
 Skills Certificate in Recording Level I Level 1 Martinez/Trujillo **MSP**
 Skills Certificate in Advanced Recording Arts Level II

The committee suggested some changes to the Skills Certificate in Advanced Recording Arts Level II. Joyce Sweeney will rework the certificate and submit it for approval at the 12/9/13 Curriculum Committee Meeting.

5. Computer Science 937 – add repeatability (Chiang)

The Computer Science Division requested repeatability for this course however state restrictions do not allow it.

6. Department name change to Kinesiology (Witucki)

Department name change from Physical Education to Kinesiology was approved.
Barragan/Trujillo **MSP**

7. Schedule extra Tech Review (12/2/13) and Curriculum meeting to approve 12/9/13) Committee agreed to a brief meeting on 12/9/13 to approve any Course Outlines of Record that passed Tech Review in December. Committee will also vote on the reworked Skills Certificate in Advanced Recording Arts Level II. Approved courses and certificate will be submitted to the Academic Senate for approval on 12/10/13.

8. Add SLO's to COR's? (Witucki)

The District Curriculum Committee is recommending that SLO's not be included or attached to COR's for the following reasons:

Course Outlines are only updated every 6 years. SLO's are updated every 1 or 2 years.

When courses are submitted for transfer the SLO's are also evaluated and should not be.

Recommend posting SLO's via a link on the school web site which can be more easily updated.

No way to approve an updated SLO's without updating the entire course.

What is the process to approve or update new SLO's? Previous SLO coordinator brought all changes to the Curriculum Committee for approval. Mary-Jo Apigo will review with the SLO Committee and report back in February 2014.

IV. ANNOUNCEMENTS

None

V. ADJOURNMENT

Meeting adjourned at 3pm

2014

**Curriculum Committee meets on Mondays from 1- 3pm in SSB 414
February 24, March 24, April 28, May 19**

**Technical Review on Mondays from 1 - 3pm in CE 105A
February 17, March 3, March 17, April 7, April 21, May 12**