



**WEST LOS ANGELES COLLEGE
CURRICULUM COMMITTEE MEETING
March 24, 2014
1 to 3pm in SSB 414
REGULAR MEETING AGENDA**

Members Present:

Adriana Martinez, Articulation
Norma Barragan, Behavioral Science
Colleen Matsuhara, PE
Martin Nee, Aviation
Alma Narez-Acosta, Counseling
C. Sermenon, DEN HYG, vote to J. Witucki

Guests:

Michael Golterman
Ara Aguiar
Luis Cordova

Members Absent:

Anna Chiang, Computer Science
Susan Trujillo, Library (alternate)
Ken Lin, Library
Joyce Sweeny, Hum & Fine Arts
Norma Jacinto, Hum & Fine Arts
Nuala Lincke-Ivic, Language Arts
Matt Robertson, Math
Manish Patel, Computer Science
Abraha Bahta, Science

Meeting began at 1:15 with information items only as there was no quorum
1:45 Norma Barragan arrived - no quorum
2:00 Colleen Matsuhara left - no quorum

I. ORGANIZATIONAL ITEMS - 5 MIN - ACTION

Approval of the agenda

Move III Curriculum Matters; #6 ADT Report to #1.

Approval of the minutes of February 24, 2014

Postponed to 4/28/14 - no quorum

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. Course update, edit, new, archive or reinstate approval - **Action** (Witucki)

Action postponed to 4/28/14 - no quorum

2. Adding the option of an F-W grade. - **Action** (Braxton)

Action postponed to 4/28/14 - no quorum

3. SLO Committee Charge - **Action** (Cordova)

Action postponed to 4/28/14 - no quorum

Presentation - The SLO Committee wants to require all Division Chairs, or alternate, and Curriculum Committee Chair to become part of the SLO Committee. N. Barragan pointed out that committee participation is voluntary, not assigned. J. Witucki pointed out that SLO Committee updates are already presented each month to all chairs at Divisional Council.

4. Pre-Requisite Implementation Guidelines (Golterman)

Currently the Prerequisite information in the ECD Course Outline of Record (COR) may not be accurately entered in DEC. Even if the COR Prerequisite information is entered correctly it does not necessarily reflect what the department desires are. Each department chair needs to confirm the Prerequisite information entered in ECD with Ashanti Lyles. The admissions office would like to start enforcing Prerequisites with the Fall 2014 enrollment, which begins May 7, 2014. Students can always submit a Prerequisite challenge form to the instructor or chairperson of the department.

Admissions office will take over clearing Prerequisites, this is a shift from counseling. Students can bring unofficial transcripts to admissions now for review.

Prerequisite clearance = Prerequisite has been met somewhere else. Student brings an official transcript from another school. This is considered a truly equivalent course.
Prerequisite challenge goes to chair = Student has not met the Prerequisite but thinks they will still be able to do well because of their background.

Computer Science has chart of common out of state courses with the equivalent for easy Prerequisite clearance. This is something that all departments can do. Out of state courses take more time to approve. An official course description based on the catalog of the year the student took the course can help.

5. Degree and Certificate Report (S. Leon)

Sunny Leon gave the following information on degrees, certificates and skill awards.

Summer 2013:

40 degrees, 38 certificates, 38 skill awards

Fall 2013:

66 degrees, 51 certificates, 24 skill awards

Winter 2014:

40 degrees, 12 certificates, 3 skill awards

Spring 2014:

286 degrees, 91 certificates, 10 skill awards

6. ADT (aka TMC) Status Report (Aguiar)

Currently 7 ADT's are approved at the college level, board approved and in the process of being submitted to the state. 20 TMC's were approved last year, 6 more have been added since then. College policy is that if we offer the degree we will have the ADT. Updates to courses and aligning with C-ID has been the holdup with several ADT's.

7. Should courses that are not updated remain in the GE Plan - **Action** (Witucki)

Postponed to 4/28/14.

IV. ANNOUNCEMENTS

None

V. ADJOURNMENT

Meeting adjourned 2:45pm.

**2014: Curriculum Committee meets on Mondays from 1- 3pm; SSB 414
April 28; May 19**

**2014: Technical Review on Mondays from 1 - 3pm; CE 105A
April 21; May 12 or by appointment**