



WEST LOS ANGELES COLLEGE

Curriculum Committee

CURRICULUM COMMITTEE MEMBERS

Jane Witucki
Chairperson
Curriculum Committee and
Dance, Health, & Kinesiology

Aracely Aguiar
Dean Curriculum
Dean of Career and Technical
Education

Alma Narez-Acosta
Counseling

Celena Alcalá
Dean of Student Services

Anna Chiang
Computer Science

Jason Coleman
Travel

Nuala Lincke-Ivic
Language Arts

Adriana Martinez
Articulation Officer,
Counseling

Colleen Matsuhara
Kinesiology

Martin Nee
Aviation

Manish Patel
Computer Science

Aimee Preziosi
Behavioral & Social Sciences

Matt Robertson
Mathematics

Carlos Sermenó
Dental Hygiene

Marlene Shepherd
Behavioral & Social Sciences

Joyce Sweeny
Humanities & Fine Arts

Susan Trujillo
Library

Pat Zuk
Science

Kimberly Davillier
Administrative Aide,
Curriculum

WEST LOS ANGELES COLLEGE CURRICULUM COMMITTEE MEETING

April 27, 2015

1 to 3:00pm in SSB 414

REGULAR MEETING MINUTES

In Attendance:	Colleen Matsuhara	Jack Ruebensaal
Aracely Aguiar	Aimee Preziosi	Mark Pracher
Kimberly Davillier	Matt Robertson	Anna Chiang
Adriana Martinez	Marlene Shepherd	Alma Narez-Acosta
Celena Alcalá	Joyce Sweeny	Carlos Sermenó
Jason Coleman	Pat Zuk	

Dean Ara Aguiar chaired meeting in absence of Curriculum Chair Jane Witucki.

I. ORGANIZATIONAL ITEMS - 5 MIN - ACTION

Approval of the agenda
Agenda approved

Approval of the minutes for March 23, 2015.
Minutes approved

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 3/23/15 - **Action**

DISCUSSION:

Committee Member(s) raised concerns about receiving the list of courses for approval on the Friday afternoon preceding meeting, instead of on Wednesday. Members requested the courses up for approval be sent on the Wednesday preceding the Curriculum meeting to allow more time for review. Adriana Martinez suggested the committee is unable to review courses in preparation for approval based on Friday receipt. She does not feel comfortable approving courses blindly. She asserts that courses should be initiated by the discipline and suggests that a checklist be established to aid in course review before approval.

Ara Aguiar asks how committee would like to proceed with approval of courses in the future. Developing an established approval process ensuring more transparency and accuracy was encouraged by members.

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Committee discussed concerns about a “process problem”. Signatures are being solicited for course approvals before the committee votes to approve courses.

Adriana Martinez raised concern about courses being initiated by faculty outside of a discipline without informing the discipline faculty.

Adrienne Foster stated that Carrie Canales was unaware of the creation of a new course in her discipline, Psychology 8. Adrienne asserts that Ms. Canales was aware that part of the job description and duties of the new Project Learn hire was to create and develop the Psychology 8 course. Ms. Canales was on the hiring committee for the position and was aware of the expected job duties. A request was made to hold final approval on Psychology 8 until Ms. Canales has reviewed the course.

RECOMMENDATION:

1. Committee recommends reinstating the formal Tech Review approval process.
2. Norma Barragan recommends that course updates are separated from newly created courses.
3. Dean Aguiar suggested only approving courses required for the ADT by faculty that are present. Other courses to be held to next meeting to allow for review time.

RECOMMENDATION/ACTION:

1. Committee approves: Reinstate Health 12 & History 27, and Update Anthro 134
2. Committee approves: Anthro 102, CD 34, CD 8, Music 501, all Math courses.
3. Committee approves: Spanish 10 Shepherd/Sweeney
4. Committee approves: Archive of Entrepreneurship 001, 002, and 003
5. Committee moves to approve all courses that were updated. Barragan/Sweeney
6. Committee approves: Basic Skills 27CE & 34CE, English 100, Music 501

7. NOTICE MOTION:

A Tech Review Sub-Committee was formed to evaluate the Tech Review/Course approval process. Volunteer members are: Norma Barragan, Marlene Shepherd, Joyce Sweeney, Pat Zuk, and Ara Aguiar. Best practices will be discussed. Zuk/Shepherd

2. Global Studies AA Degree – Ruebensaal - **Action**
Courses Asian 003, Chinese 10, and Spanish 10 were discussed.

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Adriana Martinez raised concern about courses being created in a discipline by faculty who are not part of the discipline. Chinese 10 was given as an example. There is no full time faculty in the Chinese department. Ms. Martinez suggests courses should not be created without collaboration of Chinese discipline faculty. Same suggestion for Asian 003 and Spanish 10.

Jack Ruebensaal makes the argument that the courses are not language courses; they are culture related courses.

Committee approves: Asian 003, Chinese 10 and Spanish 10
In favor, 9 votes, Abstentions: Shepherd, Martinez, Alcalá, 3 of 12

3. Foundation for Academic Success I: Certificate of Competency - Tom-Miura – **Action** - Items 3 & 4 voted on simultaneously

Coleman/Sermeno **UNAN**

Basic Skills courses are introduced by Ms. Tom-Miura. Courses are for high school equivalency. *NEW Non-credit FTEs equivalent reimbursement. *Career Development College Preparatory Non-Credit Certificate*. There are currently 10 disciplines with non-credit courses.

4. Foundation for Academic Success II - Tom-Miura – **Action**

Items 3 & 4 voted on simultaneously

Coleman/Sermeno **UNAN**

5. Associate of Science in Health Science – **Action - Postponed**

Ara Aguiar requests that action be postponed. Program in draft form. Did not have time to submit documents to committee. Plans to repackage program.

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

a. Update on courses that must be updated by 6/30/15

Per Ara Aguiar, No changes or updates. Will update at next meeting.

7. Catalog Report and Curriculum compliance with Accreditation Guidelines – Aguiar

Per Ara Aguiar, evidence is missing in accreditation report responses related to courses. There is a weakness in the process. She will work on the curriculum content web page with Kimberly.

8. Bachelors of Science degree status report – Aguiar

DISCUSSION:

A group of faculty from all areas will work on a system to implement the new Bachelor's degree. ASCCC (Academic Senate for California Community Colleges) is meeting on 05/07/2015 in La Jolla to define the future baccalaureate degrees to be offered in the pilot program. June 1 & 2, 2015 is the Chancellor's Meeting. WLAC will host a meeting on a future, yet to be determined, date.

9. ADT Report – Aguiar

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Update will be given at the next meeting.

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IV. ADJOURNMENT @3:07 p.m.

Curriculum Committee Meetings 2014-15
5/18/15 Last Meeting in Spring 2015
Tech Review by appointment

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