



**WEST LOS ANGELES COLLEGE
CURRICULUM COMMITTEE MEETING
September 22, 2014
1 to 3pm in SSB 414
REGULAR MEETING MINUTES**

Members Present	Members Absent	Guests
Martin Nee	Adriana Martinez	Pat Zuk
Marlene Shepherd	Norma Jacinto	Luis Cordova
Anna Chiang		Jason Coleman
Alma Narez-Acosta		Fran Leonard
Abraha Bahta		Lucy Rizo Caso
Carlos Sermenon		
Joyce Sweeney		
Susan Trujillo		
Nuala Lincke-Ivic		
Matt Robertson		
Colleen Matsuhara		
Celena Alcala		

Meeting started at 1:10 pm; at this time we do not have a quorum. Information items reviewed.
Quorum at 1:15 p.m.

I. ORGANIZATIONAL ITEMS – 5 MIN – ACTION

Approval of the agenda

Agenda **approved**.

Approval of the minutes of May 19, 2014

Approval of minutes was overlooked. They will be brought to the 10/27/14 meeting for approval.

II. PUBLIC SPEAKERS:

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

No speakers.

III. CURRICULUM MATTERS

1. Course update, edit, new, archive or reinstated in September 2014 – **Action**

Motion to approve Shepherd/Trujillo

No discussion.

Approved: Celena Ocala, Anna Chiang, Jason Coleman, Luis Cordova, Susan Trujillo, Abraha Bahta, Colleen Matsuhara, Martin Nee, Alma Narez-Acosta, Carlos Sermenon, Marlene Shepherd

2. Add Luis Cordova, SLO Coordinator, to ECD Course Outline approval list – **Action**

Motion to approve Shepherd/Trujillo

No discussion.

Approved: Celena Ocala, Anna Chiang, Jason Coleman, Luis Cordova, Susan Trujillo, Abraha Bahta, Colleen Matsuhara, Martin Nee, Alma Narez-Acosta, Carlos Sermen, Marlene Shepherd

3. Automatic archival of courses not offered after 6 semesters? – **Action**

Amendment: Automatic archival of courses not offered after 6 semesters that do not have an updated course outline of record.

Motion to approve Shepherd/Bahta

Approved: Celena Ocala, Anna Chiang, Jason Coleman, Luis Cordova, Susan Trujillo, Abraha Bahta, Colleen Matsuhara, Alma Narez-Acosta, Carlos Sermen, Matt Robertson, Marlene Shepherd

Abstention: Martin Nee

4. Use a dedicated link for all DL forms and SLO Addendums. – **Action**

Motion to approve Shepherd/Trujillo

No discussion.

Approved: Celena Acala, Anna Chiang, Jason Coleman, Luis Cordova, Susan Trujillo, Abraha Bahta, Colleen Matsuhara, Martin Nee, Alma Narez-Acosta, Carlos Sermen

5. Review COR Title V requirements. Do we want to include any other items? – **Action**

Committee request to table the decision until next meeting to allow time to research similar outlines in specific disciplines to provide input at the next meeting.

Postponed

6. Grades for noncredit classes : P = Pass; SP = Satisfactory Progress; NP = No Progress –

Action

Motion to approve non credit grading: Cordova/Alcala

Approved: Celena Acala, Anna Chiang, Jason Coleman, Luis Cordova, Colleen Matsuhara, Martin Nee, Carlos Sermen, Matt Robertson, Marlene Shepherd

Abstention: Alma Narez-Acosta, Abraha Bahta, Susan Trujillo

7. Prerequisite Policy - **Action**

Recommendation needed for the District Academic Senate. Our colleges are about half-and-half with letting 'challenging' students enroll provisionally. Some of our faculty colleagues have concerns about enrolling students while a challenge is pending. We don't have let the student enroll while the challenge is pending - it's not in Title 5. Recommendations?

Pat Zuk suggested more time for the approval of Pre-Requisite Challenge Petitions. She suggested allowing up to four weeks after the start of the semester.

Matt Robertson suggests we keep the same timeline to prevent additional delays.

Motion to keep the existing two week Pre-Requisite Challenge policy. Sweeny/Robertson

Approved: Celena Acala, Anna Chiang, Jason Coleman, Luis Cordova, Colleen Matsuhara, Martin Nee, Carlos Sermen, Matt Robertson, Nuala Lincke-Ivic, Abraha Bahta, Susan Trujillo, Marlene Shepherd, Joyce Sweeny

Abstention: Alma Narez-Acosta

V. ADJOURNMENT

Curriculum Committee Meetings 2014-15

9/22, 10/27, 11/24, 12/8/14

2/23, 3/23, 4/27, 5/18/15

Tech Review by appointment