



CURRICULUM COMMITTEE MEMBERS

Jane Witucki
Chairperson
Curriculum Committee

Aracely Aguiar
Acting Vice President
Curriculum

Celena Alcalá
Acting Dean of Academic
Affairs

Anna Chiang
Computer Science

Jason Coleman
Travel

Carmen Dones
Allied Health

Nuala Lincke-Ivic
Language Arts

Adriana Martinez
Articulation Officer

Colleen Matsuhara
Health & Kinesiology

Jack Moy
Applied Technology

Alma Narez-Acosta
Counseling

Laura Peterson
CEMA

Aimee Preziosi
Social Sciences

Matt Robertson
Mathematics

Marlene Shepherd
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Joyce Sweeney
Humanities & Fine Arts

Susan Trujillo
Library

Pat Zuk
Science

Kimberly Davillier
Administrative Aide,
Curriculum

WEST LOS ANGELES COLLEGE
CURRICULUM COMMITTEE MEETING
MARCH 15, 2016
1:15pm to 3:00pm in SSB 414

MEETING MINUTES

Table with 2 columns and 10 rows listing attendees: Aracely Aguiar, Martin Nee, Alma Narez-Acosta, Laura Peterson, Nancy Brambila, Aimee Preziosi, Carrie Canales, Matt Robertson, Jason Coleman, Marlene Shepherd, Carmen Dones, Melinda Smith, Parvaneh Ghaforyfard, Allison Tom-Miura, Nuala Lincke-Ivic, Pat Zuk, Adriana Martinez.

Meeting called to order at 1:16pm

I. ORGANIZATIONAL ITEMS - 5 MIN - ACTION

Approval of the agenda Coleman / Ghaforyfard UNAN

Approval of the minutes for February 16, 2016 Shepherd/Coleman UNAN

II. PUBLIC SPEAKERS:

Speakers may speak no more than 2 minutes on any agenda item not yet discussed. None

III. CURRICULUM MATTERS:

1. Approval of courses updated, created, archived or reinstated - Action (Witucki) Dones/Shepherd UNAN

2. Approval of the AA-T Degree in Kinesiology - Action (Witucki) Tom-Miura/Martinez UNAN

3. Approval of the ADT and AS-T Degree in Nutrition and Dietetics -Action (Shepherd) Peterson/Dones UNAN

3. Approval of Chemical Dependency Specialist in Criminal Justice Skills Certificate - Action (Canales)



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The department decided to start by offering a Skills Certificate to evaluate student demand. If enough students expressed interest the department would then create a Certificate of Achievement. Adding one additional class to the Skills Certificate would create a low unit Certificate of Achievement (12 – 18 units needed). A Certificate of Achievement is preferred as they count towards the college success rate, Skills Certificates do not. Skills Certificate approved with the recommendation that the department prepare a Certificate of Achievement to submit in the Fall 2016 semester. Shepherd/ Dones **UNAN**

4. Approval of the Employment Readiness Soft Skills Certificate of Completion – **Action** (Tom-Miura) Dones/Peterson **UNAN**

5. Approval of the Police Orientation Preparation Certificate of Completion – **Action** (Tom-Miura)

This is a non substantive revision of an existing certificate developed in consultation with the LAPD officers teaching the POPP courses. Additional training will be offered in methods for dealing with special populations as a way to reduce police brutality. Certificate can be earned while completing course work for the AA degree. Peterson/Nee **UNAN**

6. Approval of the proposed Board Rule 6204 changes. – **Action** (Witucki)
Currently reads:

6204. ADDITIONAL and CONCURRENT ASSOCIATE DEGREES.

Additional Associate Degrees: Students who have previously earned an associate degree from a United States regionally accredited institution will be granted an additional associate degree when the following requirements have been met:

1. Pursuant to catalog rights, described in Board Rule 6202, completion of all current degree requirements – i.e., scholarship, residency, competency, general education and major requirements.

2. Completion of a minimum of six (6) new units in a major. Major course requirements completed in previous degrees awarded can be used again for additional degrees.

Proposed changes:



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2. For local associate degrees, completion of a minimum of six (6) new units in a major at the college awarding the degree. For the Associate Degrees for Transfer (ADTs), there is no major unit minimum requirement that must be completed at the college awarding the degree.

2.3. Major course requirements completed in previous degrees awarded can be used again for additional degrees.

The institution granting a degree is the one that counts it towards their success rate. This proposed change can boost the number of awards granted at WLAC. Students will still have to establish residency by taking 12 units of any course.

Zak/ Shepherd UNAN

IV. REPORTS:

1. C-ID update on conditional, expired and not approved courses – Martinez Distributed a list of courses still not approved.

2. New 21 unit GE Plan
Each college can decide if they want to adopt the proposed new plan. Colleges can eliminate Plan A & B if they would like or offer all three options. This needs college wide discussion and review. Plan and adoption options will be discussed and voted on at the 4/19/16 meeting. In the meantime all divisions should review the proposed plan for errors.

The Board of Trustees has voted to adopt the new 21 unit GE plan district wide. This will replace Plan A and Plan B starting with the Fall 2016 semester. Students will be able to use the IGETCE or CSU plan. All degrees and certificates now require substantive changes at Chancellors office.

CTE Programs with a high number of units will have to be re-evaluated to meet the new requirements. Changes will have to be posted in the 7/1/16 catalog update.

CTE disciplines need to review their programs. Any degree following a Plan B program needs to be updated to work with this new plan. Sub-committee formed:

Adriana Martinez, Parveneh Ghaforyfard, Carmen Dones, Marlene Shepherd, Allison Tom-Miura, and Jane Witucki.



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3. Chancellor's General Education Advisory Committee Pilot Proposal: **Statistics Pathways (Statway)**: Effective Fall 2015, California Community College Districts may propose statistics pathways courses in lieu of math courses based on intermediate algebra, for transfer admission eligibility or GE transfer credit. This extends a pilot period initially restricted to the Statway curriculum and six community college districts, and now includes the remaining districts and other statistics-based curriculum.

The Math department is still discussing options.

1st option: Statway (Pierce College Model) compresses Algebra and Statistics into 1 year.

2nd option: (Mission College) Pre algebra prep in 1 semester to prepare for statistics.

3rd option - Non accelerated option – Math 125 Intermediate Algebra is a STEM class. Department could add a non STEM Intermediate Algebra course.

The department prefers options 2 or 3. There is already very strong enrollment in Statistics. Why open up the enrollment even more by combining Algebra with Statistics?

The lowest Math course is 105. With ADTs students are supposed to complete their courses in 2 years. Some students must take Math 105, 110 or 112, 115, and 125 (or 123 A, B, & C) before they are ready to enroll in the required college level Math classes required for degrees. This makes it impossible for the student to meet the 2 year graduation goal.

4. Standard syllabus for each course (Witucki)

The accreditation committee has recommended a standard course syllabus for all courses. Recommend attaching a copy of the department syllabus to the Course Outline of Record (COR) when updated. Some courses taught by a number of instructors have very different requirements. The course syllabus must align with the information in the COR. All instructors must cover the same material and assess students in the same way. Instructors may add to the department syllabus but not take away from it. We need a college template.

Sub-committee formed to review current college template:

Committee: Pat Zak, Jane Witucki, Matt Robertson, and Nuala Lincke-Ivic

5. Course Cross-Listing Process and Questions (Witucki)

In order to cross list two courses the districtwide discipline committees for both disciplines must agree to the cross listing. For example African American Studies 4 & 5 are cross listed with History 41 & 42. The History and African American districtwide discipline committees both agreed to the cross listing and submitted the signed request form to the district Curriculum



Committee who then approved it. The cross listing request form has been submitted for posting on the school web site.

5. DCC Report - Witucki
Postponed

V. **ADJOURNMENT**
Meeting was adjourned at 3:07pm

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SPRING 2016

Tech Review 1 - 3pm in CE 105A	Curriculum Meetings 1 - 3pm SSB 414
4/18/16 (submit by 4/12/16)	4/19/2016
5/26/16 (submit by 5/23/16)	5/31/2016