



**Meeting Minutes**  
**West Los Angeles College Academic Senate**  
**Curriculum Committee Meeting**  
**October 17, 2012, 1:00 – 3:30 PM**  
**HLRC Room 4E**

**MEMBERS PRESENT**

1. Bahta, Abraha – Science
2. Barragan, Norma – Behavioral & Social Sciences
3. Blustein, Bonnie – Mathematics (Alternate)
4. Chow, Judy – Chair, Library & Learning Resources
5. Kamibayashi, Lisa – Allied Health
6. Lincke-Ivic, Nuala – Language Arts
7. Martinez, Adriana – Counseling
8. Matosic, Todd – SLO Committee
9. Matsuhara, Colleen – Health, PE, Dance
10. Sweeney, Joyce – Humanities & Fine Arts

**MEMBERS ABSENT**

1. Patil, Ashok – Computer Science
2. Feinerman, Scott – Applied Technology

**RESOURCES PRESENT**

1. Forster, Andrea – Academic Affairs
2. Foster, Adrienne – Acting Chair/ DSP&S
3. Olvera, Donna – Articulation Officer
4. Walton, Kathy – Dean, Academic Affairs

**GUESTS PRESENT**

1. Arata, Michael – Humanities & Fine Arts
2. Bakeer, Kenyatta – Child Development
3. Banday, Patricia – Counseling/Matriculation
4. Friedman, Judith-Ann – Academic Affairs
5. Lara, Arthur – Grad. & Eval.
6. Stapleton, Buck – Behavioral & Social Sciences
7. Witucki, Jane - Health, PE, Dance

## **I. ORGANIZATIONAL ITEMS**

1. Confirmation of agenda
2. Approval of Minutes Oct 17, 2012 - Minutes approved with stipulation.

## **II. PUBLIC SPEAKERS**

None.

## **III. ACADEMIC AND PROFESSIONAL MATTERS**

1. Informational Item: Class “families” that are allowed to be repeated
  - A. Only two approved, Dance and Art.
    - i. Fam #10 Afro Hip Hop should go under Family #4 Hip Hop Techniques
  - B. PE, Music, still working
2. Graduation Plans A and B
  - A. Various versions of plan A/B came out that were incorrect
  - B. Grad plans need to be approved through curriculum
    - i. 2012/2013 being issued now, approved in late April for 2012/2013
    - ii. 2013/2014 should start in January; start early before they are printed
    - iii. If they are incorrect, they should not be put out, need to be correct and clear for best interests in students
  - C. Articulation and Counseling divisions should be looking at these, helping other divisions as needed
  - D. Should review through departments/divisions, admissions evaluators, then brought to curriculum for approval.
3. SLOs
  - A. Process – move toward accreditation, what is suggested?
  - B. Suggestion: group project instead of one by one. Faculty driven. Assume SLO committee has advantage.
  - C. Content – accepting report vs. full content. Look at courses and critique
  - D. SLO matrix: course SLO, assessment method, criterion level
  - E. Look at a few of each. Committee approval in batches.
  - F. Faculty written, we should trust our own faculty and committee.
  - G. Accountability – how can you approve something you haven’t seen? Who is accountable for mistakes?
  - H. Will be assessed at end of semester, course SLOs will be reviewed and adjusted.
  - I. Report. 2 min each in next couple of meetings
  - J. Motion: Curriculum Committee accepts report of SLO coordinator dated 10.17.12 as presented to the Committee. Content of report 7/0/0
4. Pre-Requisites - Informational

- A. Math, English, ESL, Computer Science - currently enforcing pre-requisites (pre-requisites turned on)
  - B. Errors, take to divisions and look over
  - C. If it's in the system, in course outline of records, we need to accept it.
  - D. West is the only campus that doesn't have them "turned on"
  - E. Automated system to enforce pre-requisites
  - F. Admissions – correct if it's wrong
5. TMC
- A. AA/AS to transfer – choices being developed
  - B. Guaranteed admission to CSU
  - C. 60 units required including general ed. (CSU or IGETC)
  - D. Spanish, Health Science, Exercise Science, Biology coming up
  - E. Faculty need to be doing this. Fitting courses into template, simple
    - i. Students get priority admission
  - F. Counseling – We need to be clear on definition of TMCs, get as many as we can
  - G. Some CSUs are accepting in the spring
  - H. Psych TMC. Pre-requisite “hang-up.” Psych 74 has been approved.
  - I. Pre-requisites are put in place to take courses successfully, not to keep students from earning a degree
  - J. Dr. Friedman – Everyone needs to do TMCs because they are good for our students
  - K. Sociology, Business, Liberal Studies, Child Dev., Education, Dance - no TMC
  - L. Enrollment issue, going to other campuses
  - M. If institution offers TMC, TMCs get priority if student has it. A “pathway”

#### **IV. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS**

1. Next meeting: Course SLOs, Grad Plan A/B, Discussion about initiation of TMCs
2. Spring 2013 catalog should be online soon.

#### **V. ADJOURNMENT**

**Next Meetings:**

**CURRICULUM/TECH REVIEW:**

**October 31, 2012**