



CURRICULUM COMMITTEE MEMBERS

Beraki Woldehaimanot
Chairperson,
Curriculum Committee

Kimberly Manner
Curriculum Dean

Gustavo Demoner
Business

Ana Chiang
Computer Science

Lisa Kamibayashi
Allied Health

Adriana Martinez
Articulation Officer

Colleen Matsuhara
Kinesiology

Alma Narez-Acosta
Counseling

Martin Nee
Applied Technology

Laura Peterson
Arts & Performance

Aimee Preziosi
Behavioral Science

Tanshee Cheng
Mathematics

Sandra Ruiz
Language Arts

Stella Setka
Language Arts

Patricia Siever
Social Sciences

Susan Trujillo
Library & Learning Resources

MINUTES OF THE
CURRICULUM COMMITTEE MEETING

20 Sep, 2017

1:00-3:00 pm in Winlock

Members Present	
Alexander, Linda	Peterson, Laura
Cheng, Tanshee	Preziosi, Aimee
Chiang, Anna	Ruiz, Sandra
Kamibayashi, Lisa	Trujillo, Susan
Manner, Kimberly	
Guests	
Dones, Carmen, <i>Health Sci</i>	Saperston, Lisa, <i>Free College</i>
Filerman, Bernice, <i>Science/Bio</i>	Seno, Vicky, <i>Comp Sci</i>
Ghaforyfard, Parvaneh, <i>Comp Sci</i>	Shepherd, Marlene <i>Behavioral Science</i>
Guichard, Laura, <i>Art & Performance</i>	

The meeting was called to order by the chairperson at 1:10 pm. Being the first meeting for the 2017-18 academic year and given that there were a few changes in the membership, the chairperson asked members to introduced themselves. After the brief introductions, committee went straight to business.

1. ORGANIZATIONAL ITEMS

1.1 Approval of the agenda

Agenda was approved as presented. **MSP** (*moved, seconded, passed*)

1.2. Approval of the minutes of May 17, 2017.

Minutes were approved after correcting typographic errors on a few names. **MSP**

2. PUBLIC SPEAKERS

There were no public speakers.

3. CURRICULUM MATTERS

The CORs listed below (3.1 and 3.2) were approved (**MSP**). Corrections to be made or missing elements that must be included in the CORs are indicated under “comments” section in the tables below.

3.1 CREATE (NEW) – CREDIT COURSE

ECD #	COURSE & NO.	COURSE TITLE	EFFECTIVE SEMESTER	COMMENTS
47481	ENG GEN 225	Digital Circuit Analysis	SP 2018	<i>Use appropriate TOP/SAM code; change ENG GEN to EET.</i>
54926	CO SCI 903	Introduction to Python Programming	SP 2018	



WEST LOS ANGELES COLLEGE

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3.2 EDIT (UPDATE/CHANGE) – CREDIT COURSE

ECD #	COURSE & NO.	COURSE TITLE	COMMENTS
55563	ADDICST 001	Understanding Addiction and Counseling	Change SAM code from E to D; Attach Course change form; Include DE addenda if needed.
55564	ADDICST 004	Clinical Counseling Laws and Ethics	Change SAM code from E to D; Attach Course change form; Include DE addenda if needed.
55565	ADDICST 007	Addiction Treatment and Recovery	Change SAM code from E to D; Attach Course change form; Include DE addenda if needed.
55566	ADDICST 010	Addiction and the Family	Change SAM code from E to D; Attach Course change form; Include DE addenda if needed.
55567	ADDICST 016	Continuing Recovery: Strategies and Basic Skills	Change SAM code from E to D; Attach Course change form; Include DE addenda if needed.
55400	ALD HTH 025	Qualified Autism Service Paraprofessional	
55468	BIOLOGY 003A	Introduction to Biology	
55375	BIOLOGY 003B	Introduction to Biology	
55376	BIOLOGY 006	General Biology I	
55520	CINEMA 001	Introduction to Motion Picture Production	Use appropriate SAM code.
55459	DEN HY 097	Special projects in dental hygiene	
55501	MATH 215	Principles of Mathematics I	Attach Prerequisite form.
55500	MATH 227	Statistics	Attach Prerequisite form.
55578	MATH 245	College Algebra	Attach Prerequisite form.

4. CREDIT PROGRAMS (NEW):

4.1. Associate Degree in Autism Services Technician

The degree has been approved (MSP) with these conditions:

- As per new PCAH, add item 8. Transfer preparation Info;
- Change **must** with **recommended** in the statement on page 3 which reads, "Students **must** follow the CSU or IGETC Gen Ed requirements".
- Prepare Labor market Information
- Include Advisory Board Recommendations



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5. NON-CREDIT PROGRAMS:

Items 5.1 through 5.4 (new certificates) and item 5.5 (update) were approved (MSP).

- 5.1. ESL Fundamentals I – Certificate of Competency
- 5.2. ESL Fundamentals II – Certificate of Competency
- 5.3. ESL Fundamentals III – Certificate of Competency
- 5.4. ESL Fundamentals for Custodial Technicians – Certificate of Competency
- 5.5. The Foundation of English Skills – Certificate of Competency

6. REPORTS/DISCUSSIONS/MOTIONS

6.1. Chair’s Report:

- The chair highlighted that curriculum approval documents are available on the College Website for use by committee members and faculty. Curriculum members are expected to familiarize themselves with the contents of these documents and assist faculty in their respective divisions that are in the process of developing programs and courses. The significance of the new Program and Course Approval Handbook (PCAH) was emphasized.
- Beginning SP 2018, WLAC and colleges in our district will start using Curricunet, a Course and Program Management System, alongside ECD. Beginning Fall 2018, Curricunet will be the only platform used to submit courses and programs.

6.2. SAM/TOP codes alignment for CTE:

The curriculum Dean, K. Manner, explained the need to align TOP/SAM codes for mostly CTE courses as swiftly as possible so our college doesn’t miss out on Perkins funds for CTE programs. In the meantime, a list of CTE related-courses that were already vetted by Los Angeles Harbor College were distributed to our college’s faculty a few days back for discussion and recommendations. It appeared that divisions had not discussed this matter. As a result, no recommendations were made on the Harbor college’s list.

6.3. Motion to change contents of the Distance Education (DE) Delivery Strategies addendum:

L. Alexander (member, DE committee) asked the motion to be tabled until further notice because the DE committee has decided to come up with another motion. The motion was tabled.



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7. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS

7.1. Curriculum Committee/Tech Review Meeting

- Tech Review (*adopt, create, or reinstate course or program only*):
 - Meeting date/place: 10/11/2017 @ 1:00 pm Winlock Lounge
 - Last day to submit course/program: 10/8/2017 @ 5:00 pm
- Curriculum Committee:
 - Meeting date/place: 10/18/2017 @ 1:00 pm Winlock Lounge
 - Last day to submit course/program: 10/15/2017 @ 5:00 pm
- For assistance call x4524 or email: Woldehb@Wlac.edu

8. ADJOURNMENT

The meeting was adjourned at 2:59 pm.