



WEST LOS ANGELES COLLEGE

Curriculum Committee

CURRICULUM COMMITTEE MEMBERS

Beraki Woldehaimanot
Chairperson,
Curriculum Committee

Aracely Aguiar
Curriculum Dean

Gustavo Demoner
Business

Al Kami
Computer Science

Lisa Kamibayashi
Allied Health

Adriana Martinez
Articulation Officer

Colleen Matsuhara
Kinesiology

Alma Narez-Acosta
Counseling

Martin Nee
Applied Technology

Laura Peterson
CEMA

Aimee Preziosi
Behavioral Science

Matt Robertson
Mathematics

Sandra Ruiz
Language Arts

Patricia Siever
Social Sciences

Joyce Sweeney
Arts & Performance

Susan Trujillo
Library & Learning Resources

Patricia Zuk
Science

CURRICULUM COMMITTEE REGULAR MEETING

September 21, 2016
1:00-3:00 pm in Winlock

MEETING MINUTES (D R A F T)

Members Present	
Al Kami	Aimee Preziosi
Lisa Kamibayashi	Ruiz Sandra
Colleen Matsuhara	Patricia Siever
Alma Narez-Acosta	Susan Trujillo
Martin Nee	Beraki Woldehaimanot
Guests	
Adrienne Foster	Laura Guichard
Kimberly Manner	Marlene Shepherd
Allison Tom-Miura	

Meeting was called to order at 1:07 p.m.

The Chair welcomed everyone to first meeting of semester and had everyone introduce themselves.

1. ORGANIZATIONAL ITEMS – Action Items

1.1 Approval of the agenda

The chair requested two amendments to make to the agenda. He wanted the reports to come before curriculum matters.

A Foster would like to report on items 4.2 to 4.6.

Motion was moved and seconded to adopt the agenda.

1.2. Approval of the minutes of May 31, 2016

A motion was made and seconded to approve the minutes. Minutes were approved as printed.

2. PUBLIC SPEAKERS

There were no public speakers.

3. REPORTS

3.1 The ACCJC Recommendations for Improvement ~ Distance Learning and COR

K. Manner gave the following update on accreditation:

A. Follow-up report due December 2016 regarding ACCJC’s Recommendation #2

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- B. Curriculum Committee had established a faculty work group to address ACCJC’s Recommendation #2. The workgroup includes Pat Zuk, Matt Robertson & Nuala Lincke-Ivic. They are charged to create a standardized syllabus template that will include SLOs. The chair informed members that N. Lincke-Ivic is no more representing her division thus asked if any members would like to join the faculty workgroup. S. Trujillo volunteered to become member.
- C. Addenda - Distance Learning - TEAM - suggestion included that a Distance Education member serves as a resource person on the Curriculum Committee, not a voting member and would attend all meetings.
- D. K. Manner reported the college received a memo from ACCJC - looking at sequences for ADT’s for clear pathways for students and to increase graduation rates.

3.2 Associate Degree for Transfer (ADT)

A. Foster discussed on how to design the Associate Degree for Transfer (ADT) curriculum and asked the Chair if he could place ADT’s and sequencing of pathways on future agendas for detailed discussion in the Curriculum Committee. She underlined that participants understand what an ADT is as this offers students opportunities to transfer - students have a guarantee to transfer. C-ID, course ID, used for ADT courses and course ID descriptors: curriculum reps should review these. Curriculum Inventory is being cleaned up to make it more seamless and transparent.

4. CURRICULUM MATTERS

4.1. Three new certificates and two non-substantial change request for approval - Action

A. Tom-Miura reported on four non-credit certificates, the courses for which were approved by West and at the State level.

A. Custodial Technician Preparation

Bruce Hicks designed this course. Need 60 hours of training. Career Dev. certificate- 0 units - graded pass / no pass. Classes are free to the public.

A motion was made to approve the certificate of completion for Custodial Technician Preparation. The motion was seconded. Motion passed.

B. Arithmetic Fundamentals

Two new courses that have been approved by college and district. Authored by West math faculty. Breaks up Math 105 into 2 courses - both 27 hours each - shorter time for students to move into math sequence.

Students have to pass final exam and complete homework in order to move on to next course. The certificate will attract new students. It has State mandate for adult education. Using second course of sequence as a challenge process. Will help students to learn material and move up sequence. Students will gain more skills and better jobs. The

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certificate consists of non-credit courses that are free with unlimited repeats without any kind of penalty. This certificate provides education to anyone who can benefit.

A motion to approve the certificate of competency in Arithmetic Fundamentals was made and seconded. Motion passed.

C. Pre-Algebra Fundamentals

Math 110 & 112- break up into smaller courses. Students will be able to take final exam to get into Math 115.

A motion to approve the certificate of competency in Pre-Algebra Fundamentals was made and seconded. Motion passed.

D. Foundation for Academic Success II

Adding 2 courses that are already approved by the State. Basic Skills 5 and Basic Skills 9 – including these 2 courses. High school students can take these.

A motion to approve the certificate of competency in Foundation for Academic Success II was made and seconded. Motion passed.

E. Police Orientation Preparation Certificate

This certificate will be tabled as the Narrative wasn't made available to West faculty before the meeting. It will be on next month's agenda.

5. ADJOURNMENT

The meeting was adjourned at 1:55 p.m.

Next Curriculum Committee meeting:

Wednesday, October 19, at 1:00 pm in Winlock Lounge.

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