



**WEST LOS ANGELES COLLEGE  
CURRICULUM COMMITTEE MEETING  
May 19, 2014  
1 to 3pm in SSB 414  
MINUTES**

Members Present:	Members Absent:	Guests:
Martin Nee	Abraha Bahta	Arnita Porter
Norma Barragan	Norma Jacinto	Luis Cordova
Manish Patel	Ken Lin	Jason Coleman
Alma Narez-Acosta	Anna Chiang	Diane Matsuno
Adriana Martinez		Barry Sloan
Carlos Sermenon		Aimee Preziosi
Joyce Sweeney		Marlene Shepherd
Susan Trujillo		Meric Keskinel
Nuala Lincke-Ivic		Adrienne Foster
Matt Robertson		Sue de Bord
Colleen Matsuhara		Ara Aguiar
		Todd Matosic

Meeting called to order at 1:09PM

**I. ORGANIZATIONAL ITEMS – 5 MIN – ACTION**

Approval of the agenda

Motion to approve: Matsuhara/Trujillo **MSP**

Approval of the minutes of April 28, 2014

Motion to approve: Matsuhara/Narez-Acosta **MSP**

**II. PUBLIC SPEAKERS:**

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

None

**III. CURRICULUM MATTERS**

1. Course update, edit, new, archive or reinstate approval – **Action** (Jane Witucki)

Motion to approve: Nee/Narez-Acosta **MSP** Unanimous (Nee, Barragan, Patel, Narez-Acosta, Martinez, Sermenon, Sweeney, Trujillo, Robertson, Matsuhara)

2. a. Approval of ADT's: - **Action** (A. Aguiar) **None**  
 b. ADT Status Report (A. Aguiar) **No report**

3. Approval of SLO Committee Charge and Membership Statement - **Action** (L. Cordova)

Norma suggested some changes to the SLO Committee Charge and Membership Statement.

Statement was amended to: assist colleagues with guidance, training, tools, rubrics, models and other

resources that will provide them with SLO/SAO alignment, development and assessment;

Additional bullet point added:

- stay informed with the sister campus SLO procedures and process.

Motion to Approve: Matsuhara/Narez-Acosta **MSP** Unanimous (Nee, Barragan, Patel, Narez-Acosta, Martinez, Sermeno, Sweeney, Trujillo, Robertson, Matsuhara)

4. Approval of Curriculum Roadmaps with new language added. – **Action** (A. Porter)

Motion to approve: Sweeney/Matosic **MSP** Unanimous (Nee, Barragan, Patel, Narez-Acosta, Martinez, Sermeno, Sweeney, Trujillo, Robertson, Matsuhara)

5. a. Cross list African American Studies 4 with History 41 – **Action** (R. Olivas)  
b. Cross list African American Studies 5 with History 42 – **Action** (R. Olivas)

Richard Olivas requested cross-listing the above courses. The courses have been incorrectly listed as “cross-listed” over the past 14 years. Paperwork was never filed for this request. The districtwide History and African American Studies committees have both approved the request. Motion to approve: Trujillo/Lincke-Ivic **MSP** Unanimous (Nee, Barragan, Patel, Narez-Acosta, Martinez, Sermeno, Sweeney, Trujillo, Robertson, Matsuhara, Lincke-Ivic)

6. Archive the Geography degree – **Action** (A. Bahta)

The Science division asked to archive the Geography degree while continuing to offer the existing Geography courses. If the degree is not archived then the college will need to add courses to meet the ADT requirements. This request was approved by Science Division at meeting. On April 15, 2014.

Motion to approve: Barragan/Martinez **MSP** Unanimous (Nee, Barragan, Patel, Narez-Acosta, Martinez, Sermeno, Sweeney, Trujillo, Robertson, Matsuhara, Lincke-Ivic)

7. Proposed SLO Addendum Form change – **Action** (J. Witucki)

The District Curriculum Committee suggested not including SLO information within the Course Outline of Record form. Recommended adding all SLO information as an addendum to Section VII. The other suggestion is to post all the SLO information on a separate web site. A link to the web site could be added to the course outlines. Some courses have not been approved by C-ID based on SLO information, which is not supposed to be part of the course evaluation.

Motion to approve: Matsuhara/Trujillo **MSP** Unanimous (Nee, Barragan, Patel, Narez-Acosta, Martinez, Sermeno, Sweeney, Trujillo, Robertson, Matsuhara, Lincke-Ivic)

8. Summer Approval of COR's – **Action** (J. Witucki)

The Curriculum Committee chairperson requests permission to continue updating, editing, creating and archiving courses during June, July and August 2014. All outlines that pass Tech Review will be submitted directly to the Academic Senate Executive Committee for approval.

Motion to approve: Sweeney/Matosic **MSP** Unanimous (Nee, Barragan, Patel, Narez-Acosta, Martinez, Sermeno, Sweeney, Trujillo, Robertson, Lincke-Ivic)

9. Curriculum Chairperson Release – **Action** (J. Witucki)

The Curriculum Committee approves a .6 release for the Curriculum Chairperson in the 2014-15 school year.

Motion to approve: Sweeney/Lincke-Ivic **MSP** Unanimous (Nee, Barragan, Patel, Narez-Acosta, Martinez, Sermeno, Sweeney, Trujillo, Robertson, Lincke-Ivic)

Action Item add on:

Name change approved for Certified Nursing Assistant to Certified Nursing Assistant/Home Health Aide.

Motion to approve: Sermeno/Sweeney **MSP** Unanimous (Nee, Barragan, Patel, Narez-Acosta, Martinez, Sermeno, Sweeney, Trujillo, Robertson, Lincke-Ivic)

#### IV. ANNOUNCEMENTS

#### V. ADJOURNMENT at 2:13 p.m.

**Curriculum Committee Meetings will resume in September 2014**