Los Angeles Mission College  
CURRICULUM COMMITTEE  
MINUTES  
September 16, 2014  
INST Academic Senate Office

Members Present: Carole Akl, Mike Climo, Cindy Cooper, Veronica Diaz-Cooper, Ebru Durukan, Louis Eguaras, Kelly Enos, Pat Flood, David Garza, Madelline Hernandez, Tigran Mkrtchyan, Michong Park, Deborah Paulsen, Said Pazirandeh, Michael Reynolds, Daniel Waktola, Christopher Williams

Members Absent: John Morales

Guests: Rita Grigoryan, Janice Silver

Support: Susan Ghirardelli

Meeting called to order 1:35pm

I. Introduction

II. Public Address

III. Training

A. Welcome

1. New members
   - Carole Akl – Math, Academic Senate appointee
   - Mike Climo – ESL/Dev Com David Garza - Library
   - Michong Park – Articulation officer
   - Deborah Paulsen – Arts/Humanities/Multimedia
   - Chris Williams – Psychology, Academic Senate appointee
   - Madelline Hernandez now serves as non-voting Curriculum Dean
   - There are several vacancies in membership still to be filled.

2. New meeting location is INST Senate office

3. Revised website – Madelline acknowledged the work Said and Kelly did over the summer reorganizing and enhancing the website to be more user-friendly.

4. New Meeting structure
   - The agenda will now consist of two main parts: a discussion agenda and an approval agenda
   - Agenda will be sent to members the Friday before each Tuesday meeting, with links to the ECD CORs

5. Curriculum Committee Charter – has been formalized and will need member approval

B. Member responsibilities

1. Participate in Technical Review of CORs
   - Review of course description, prerequisites, content and objectives, textbook currency, and addendums.

2. Attend twice-monthly meetings. A member with 3 absences per semester, per committee decision, may be replaced with an alternate.

3. Prepare for meetings by reviewing agenda items and participate in meeting discussions.

4. Become informed about local and state curriculum policies.

5. Serve as a Curriculum resource to departments and other campus constituencies.

6. Conduct Curriculum business in a collegial manner.

C. Curriculum resources

1. Curriculum website, tutorial videos, curriculum forms with samples, upcoming ECD workshops in October, November and December.

2. ‘Curricu-Corner,’ to be located either in the Senate office or Eagles Nest, coming soon. This will serve as a place for faculty to access curriculum resources.

D. Upcoming

1. Backlog – ECD workshops for various disciplines/departments, organized and conducted by Kelly, will be scheduled throughout the semester to help alleviate the backlog of expired or about-to-expire courses.
outlines. Kinesiology is scheduled for October 14th. Upcoming dates open for scheduling workshops are
October 28, December 9, and January 13. At least 4 committee member volunteers will be needed per
workshop to assist. If your department is interested in scheduling an ECD workshop, please contact Kelly.
2. Catalog issues – disciplines will be contacted by Madeline to correct miscellaneous catalog discrepancies,
such as courses within programs which have been archived.

IV. Discussion Agenda

- Motion to move Child Dev 1 to top of agenda
  - Child Dev 1
    - Section II, #10 needs correction
    - Section VIII, address note re books
  - Child Dev 65
    - Same notes as Child Dev 1 above
- Madeline reminded the committee that any CORs that are still current (updated within 6 years) requiring CID,
  SLO, or Prerequisite changes can be fast-tracked through Curriculum approval.
  - Art History 161
    - Section I – reconsider whether English 101 should be an
      advisory or a prereq. Should English 28 be a prerequisite?
      Other District CORs do not have English as a prereq for this course.
    - Section III – remove program notations and add a Stand Alone form.
    - Said to return the COR to Deborah, for corrections.
  - Theater 114
    - Section IV – address tech review notes
  - Art 700
    - Section III – address note: remove program references and
      add Stand Alone form until the new programs are approved.

V. Approval Agenda

- Minutes June 3, 2014
  - Note that Per Dev 17 was approved
- Curriculum Committee Charter
  - Tabled to September 30 meeting
    - To give members time to review it (posted on the Curriculum website)
    - Clarify absence policy in document
    - Item #5- change from 3 to 2

VI. Policy Items

VII. Other Business

Next Meeting: September 30, 2014

Meeting adjourned 3:05pm
Transcribed by Susan Ghirardelli