Members Present: Cindy Cooper, Kelly Enos, Madelline Hernandez, Mi Chong Park, Said Pazirandeh, Nadia Swerdlow, Sandy Thomsen, Christopher Williams, Yoon Yun

Guests: Janice Silaver, Louis Zandalasini

Members Absent: Carolyn Daly, Patricia Flood, Myriam Mekelburg, Mike Reynolds

Said called the meeting to order at 1:08 PM

I. Approval of Minutes
   - February 17, 2009 M/S/Approved w/changes, Cindy/Madelline

II. Old Business
   None

III. New Business
A. Course Updates
   a. Child Development 2 M/S/Approved with changes, Madelline/Cindy
   b. Art 700 M/S/Approved w/ minor changes, Sandy/Madelline
      Prerequisite: Art 502 M/S/Approved Madelline/Sandy
   c. FCS 26 M/S/Approved with changes, Cindy/Sandy
      Prerequisite: FCS 21 M/S/Approved Cindy/Sandy
      Prerequisite: FSM 50 or FCS 50 M/S/Approved Cindy/Madelline

B. New Courses
C. Addition of District Courses
D. Distance Ed

E. Archives
   a. Madelline announced to all faculty archiving courses that once a course is archived it is:
      - deleted from the catalog
      - removed from ASSIST
      - removed from UC and CSU transfer lists
      - removed from all advising forms (IGETC, CSU and AA plans)

      If a course is reinstated, it may take a minimum of 1 to 2 years to have a course approved
      for transfer and for the course to be placed on the advising forms again.

F. Advanced Course Request
G. Course Change Request
H. Prerequisite Change
I. Certificate/Skill Certificate

J. New Programs

K. Program Changes

L. Degree Options

M. Other Business
   a. Child Development (J. Silver)
      • Jan Silver announced that LACCD is part of a movement among 103 colleges statewide to align curriculum content for all Child Development courses. LACCD will be submitting our aligned proposal this month (March) after which minor revisions to course content must adhere exactly with the content at these other colleges.
   b. Administration of Justice (K. Enos)
      • Kelly gave the Committee a background of District-level policy regarding the process by which students can be granted AJ credit.
      • Form and process approved with correction to item #d.: “ELAC” change to Mission
      
M/S/Approved  Madelline/Cindy
   c. Revision of Online (Distance Ed) approval process (S. Pazirandeh)
      • Distance Ed ‘shells’ to be updated every 5 years or be removed from the schedule
      o Madelline said that we need a specific policy for this with consequences. She would also like to see a better explanation of a ‘shell review’ deadline and had other suggestions to revise the procedure.
      o Said will make some revisions to policy and bring them to the next meeting
      
Said suggested revisions to vote on:
      o Deadlines to match regular committee submission deadlines (1 year ahead)
      o Change application name to a more accurate one

IV. Committee Reports

A. District Curriculum Committee and Academic Senate (Said Pazirandeh).

The DCC approved an E-reg for policy on External Exam transcribing. Discussion was conducted on E-79 (E-reg for math and English competency requirements for the new math and English graduation changes.

B. Matriculation Advisory Committee (Mi Chong Park)
   No Report

C. IGET/GE Breadth/Articulation (Madelline Hernandez)
   No Report

V. Next Meeting

Tuesday, April 14, 2009

Location: LRC 234, 1:00 – 2:30

Meeting adjourned: 2:30 pm

Transcribed by Susan Ghirardelli