Los Angeles Mission College  
CURRICULUM COMMITTEE  
MINUTES  
Final  
April 14, 2009

Members Present: Cindy Cooper, Kelly Enos, Patricia Flood, Myriam Mekelburg, Said Pazirandeh, Mike Reynolds, Nadia Swerdlow, Sandy Thomsen, Christopher Williams, Yoon Yun

Guests: Eloise Cantrell, Adolfo Espinoza, Bob Smazenka

Members Absent: Carolyn Daly, Madelline Hernandez, Mi Chong Park

Said called the meeting to order at 1:15 pm

I. Approval of Minutes
  March 3, 2009 tabled until next meeting, May 5th

II. Old Business
  None

III. New Business
  A. Course Updates
     a. **Business 32 / CAOT 32** (Pat Flood) M/S/Approved, Yoon/Cindy, pending Madelline’s review
        Advisory Validation: **CAOT 1** M/S/Approved, Myriam/Cindy
     b. **CAOT 82** (Pat Flood) M/S/Approved, Cindy/Yoon, pending Madelline’s review
        Advisory Validation: **CAOT 1** M/S/Approved, Myriam/Cindy
     c. **Psychology 52** (Chris Williams) M/S/Approved with changes, Cindy/Yoon
        p. 8 - typo
        p.10 - hours
        p.13 - reverse 10 & 11
     d. **Law 1 / Business 5** (Adolfo Espinoza) M/S/Approved with changes, Sandy/Myriam
        p. 1 – 6 & 7, omit “Law 1”, omit “the course”
        p. 4 – omit research
     e. **Law 2 / Business 6** (Adolfo Espinoza) M/S/Approved, Cindy/Myriam
     f. **FSM 50** Parent Course (Eloise Cantrell) M/S/Approved, Mike/Cindy
        FSM 50A – Module 1 M/S/Approved, Mike/Cindy
        FSM 50B – Module 2 M/S/Approved, Mike/Cindy
        FSM 50C – Module 3 M/S/Approved, Mike/Cindy

Note: Parent course split into three modules. Total hours change from 54 for the parent course to 56 for the three modules.

B. New Courses
C. Addition of District Courses
D. Distance Ed
E. Archives
   a. Madelline asked that the following be announced in her absence:
      All faculty should remember 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.

   b. Administration of Justice 86 & 87 (Kelly Enos)  M/S/Approved, Myriam/Kelly
   c. History 485 (Myriam Mekelburg)  M/S/Approved, Kelly/Myriam
   d. Humanities 1 H
   e. Philosophy 485
   f. Political Science 485
   g. Psychology 1 H
   h. Psychology 485
   i. Sociology 1 H
   j. Sociology 485

F. Advanced Course Request

G. Course Change Request (Bob Smazenka)
   a. Math 136
      - name change from Pre-College Algebra to Selected Topics From Algebra and Geometry  M/S/Approved, Cindy/Mike

H. Prerequisite Change

I. Certificate/Skill Certificate

J. New Programs

K. Program Changes
   a. Law Enforcement Academy (Kelly Enos)
      - Substantial Changes to an Approved Credit Program/Delete Existing Certificate  M/S/Approved, Mike/Sandy
   b. Law Enforcement Officer Candidate (Kelly Enos)
      - Substantial Changes to an Approved Credit Program/Delete Existing Certificate  M/S/Approved, Mike/Cindy

L. Degree Options

M. Other Business
   a. Nadia spoke about her plan to expedite the updating of all credit courses
      - Academic Affairs is sending a spreadsheet of expired courses with questions to all department
        chairs. She asked chairs to fill out the forms and return to her.
      - She sent the following link via email to all Committee members to the 2009 Program &Course
        Approval Handbook:
      - She will send guidelines for determining Prerequisite and Co-requisites

   b. Nadia would like originators of Curriculum meeting agenda items, especially degree and certificate
      changes, to introduce these at the meetings prior to voting, so that the Committee can make more
      informed decisions and recommendations.

   c. Said suggested that the Curriculum Committee think about having two meetings per month. The first
      meeting could be to introduce changes and updates to courses and the second meeting could be for
      voting on those items.

   d. Mike brought up the need for the Committee to look at campus-wide standards for prerequisites. Said
      said that we should discuss this at a future meeting.
IV. Committee Reports

A. District Curriculum Committee and Academic Senate (Said Pazirandeh).
   - The DCC approved E-103 (E-reg on policy of repetition of activity courses) and E-65 (E-reg on curriculum and course approval in the district).
   - A new Student Information System (SIS) is considered for purchase by the district. A consulting firm is currently meeting with different user groups to establish the functionality requirements for such a system.

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

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

V. Next Meeting

Tuesday, May 5, 2009  Location: LRC 234, 1:00 – 2:30

Meeting adjourned: 3:00 pm
Transcribed by Susan Ghirardelli