Los Angeles Mission College  
CURRICULUM COMMITTEE  
MINUTES  
Final  
October 20, 2009

Members Present: Cindy Cooper, Carolyn Daly, Ebru Durukan, Patricia Flood, Michong Park, Deborah Paulsen, Said Pazirandeh, Mike Reynolds, Nadia Swerdlow, Sandy Thomsen, Christopher Williams, Yoon Yun

Guests: Tigran Mkrtchyan, Irma Montoya, John Morales, Marisol Vasquez

Members Absent: Kelly Enos, Madelline Hernandez (excused absence)

Said called the meeting to order at 1:10 pm

I. Approval of Minutes
   - September 22, 2009  no action taken
   - October 6, 2009  no action taken

II. Old Business

III. New Business
   A. Course Updates
      a. Tech Review process
         - Tech Review Notes: this form is to be used by Tech reviewers when evaluating COR updates.
         - Said assigned various Committee members to review specific courses prior to Curriculum meeting. The intention is to have reviewers lead the meeting discussions of the respective CORs. These reviewers should also be the primary go-to source for originators’ questions.
         - After the Tech Review discussion of each COR, Said and Susan will compile all comments and send to originator.
         - The question was raised: when the Committee receives the corrected COR from the originator, how are the changes tracked? Should the assigned Tech reviewers check to see if all recommended changes were made and present the final COR to the Committee?
         - Sandy is working on a Library addendum to the COR form.
      b. Revised Prerequisite Validation form
         - Said discussed a new prerequisite validation form. He will post it on the website for members to look at. The Committee will vote on whether to adopt the new form at the November 3rd meeting. If adopted, its use will be required as of Spring 2010 for all course updates.
      c. Tech Review
         - AJ 6  (K. Enos, originator)
         - Tech review was assigned to Cindy, Sandy and Yoon.
         - AJ 185, 285, 385  (K. Enos, originator)
         - Tech review was assigned to Pat, Mike and Said.
         - English 21  (L. Barbato, originator)
         - Prerequisite Validation: Dev Com 1 (Eng 21 COR was approved in February 2009, but resubmitted to revise prerequisite to Dev Com 1)
         - Tech review was assigned to Kelly, Deborah and Madelline
         - CoSci 450  (M. Rettke)
         - Tech review was assigned to Cindy, Deborah and Christopher
         - Because the entire CoSci program is currently being reevaluated, the Committee decided to put the review of CoSci 450 on hold.

   B. New Courses
C. Addition of District Courses
   a. Tech Review
      - PE 341 (L. Milke, originator)
        o Tech review assigned to Kelly, Sandy and Ebru..
      - PE 185 (L. Milke, originator)
        o Tech review assigned to Yoon, Christopher and Madelline. Not reviewed at Curriculum meeting.

D. Distance Ed

E. Archives

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. ECD Training – Said reminded us that a District representative will conduct training here at our November 17th Curriculum meeting.
      - The purpose of this will not only be to train faculty how to use ECD, but also to enable Mission College to customize the program for our own best use.
      - Faculty will not be able to log in to ECD on their own until after the training session; they will need authorization.

VII. Committee Reports
   A. District Curriculum Committee and Academic Senate (S. Pazirandeh)
   B. Matriculation Advisory Committee (M. Park)
   C. IGET/GE Breadth/Articulation (M. Hernandez)

VIII. Next Meeting

November 3, 2009

Meeting adjourned: 3:10 pm

Transcribed by Susan Ghirardelli