

Los Angeles Mission College  
CURRICULUM COMMITTEE  
MINUTES  
March 17, 2015  
CMS 205

Members Present: Carole Akl, Mike Climo, Cindy Cooper, Lilamani De Silva, Ebru Durukan, Louis Eguaras, Kelly Enos, Tom Folland, David Garza, Tigran Mkrtchyan, Michong Park, Said Pazirandeh, Michael Reynolds, Daniel Waktola, Christopher Williams  
Members Absent: Veronica Diaz-Cooper, Pat Flood, Madelline Hernandez, John Morales  
Guests: Miriam Krawchuk, Darlene Montes, Elsa Sarmiento, Jolie Scheib, Dennis Solares  
Support: Susan Ghirardelli



Meeting called to order 1:33 pm

**I. Introduction**

**II. Public Address**

**III. Discussion Agenda**

**A. Non-credit Course Update**

- BSICSKL 025CE (E. Sarmiento) **M/Move to approval agenda** Mike R.
  - ❖ SLO rubrics need points in order to assess SLOs.
- ESL CVCS 001CE (E. Sarmiento/D. Solares) **M/Move to approval agenda** Mike R.
- ESL NC 009CE (E. Sarmiento/D. Solares) **M/Move to approval agenda** Mike R.

**B. Course Updates**

- Child Dev 60 **M/Table** Mike R.
  - ❖ Address SLO notes
  - ❖ Originator not here yet
  - ❖ Address Content and Objectives notes
  - ❖ Rubric with rating scale missing-update to current SLO standards

**C. Programs**

- AA-T Spanish (Jolie Scheib) **M/Move to approval agenda** Mike R.

**IV. Approval Agenda**

**A. Minutes**

- March 3, 2015 **M/S/Approved** Mike R./Cindy

**B. Non-credit Course Update**

- BSICSKL 025CE **M/S/Approved** Mike R./Cindy
- ESL CVCS 001CE **M/S/Approved** Mike R./Cindy.
- ESL NC 009CE **M/S/Approved** Mike R./Cindy

**C. Programs**

- AA-T Spanish **M/S/Approved** Mike R./Cindy

**V. Policy Items**

1. COR Checklist – Updated (Carole Akl)
  - Good rubric to send to originators for reference when working on ECD CORs.
  - Needs editing to clarify SLOs
  - to be posted on Curriculum website as “COR Checklist”
  - to be sent to Deans and Dept. Chairs
  
2. Program Discontinuance Form (Draft): Process, Request, Criteria (Carole Akl)
  - For use in archiving degrees
  - Our catalog needs to be matched against the Chancellor’s list of Programs, then the departments will be contacted to initiate discontinuance of certain degrees. The goal is to eliminate duplication of degrees.
  
3. Awarding Credit Where Credit is Due – Effective Practices for the Implementation of Credit by Exam (Adopted Spring 2014) (Kelly Enos)
  - This is a process that has been in place for 3 or 4 years, but most disciplines are not aware of it.
  - Forms for Credit by Exam are kept in Academic Affairs by Trina Drueco. Trina and the disciplines keep all documentation for auditing purposes.
  - Previously it was only possible to grant P/NP grades via credit by exam. Now grades can be assigned, which serves transfer students better.
  - The credit by exam process should be described in the catalog generically; it is up to disciplines to create their own criteria. The exam must be designed to include SLOs
  - The question arose how the exam administrator would be paid for their time.

**VI. Other Business**

1. The committee decided to hold the next meetings CMS 205.

## Next Meetings:

- April 14, 21
- May 5, 19
- June 2

Meeting adjourned 2:36 p.m.

Transcribed by Susan Ghirardelli