

LAS POSITAS COLLEGE
Curriculum Committee
January 27, 2014
Draft Minutes

Faculty/Voting Members Present:

LaVaughn Hart (Chair, Faculty, Non-voting)
Joel Gagnon (Counseling)
Elizabeth Hopkins (BSBA)
Craig Kutil (STEMPS)
Marina Lira (Articulation Officer)
Marty Nash (ALSS)

Non-Voting/Ex. Off. Members Present:

Dyan Miller
Lisa Everett
Justin Garoupa
Andrea Migliaccio
Janice Noble
Carolyn Scott

Faculty/Voting Members Absent:

Angela Amaya (Library)
Lisa Weaver (BSBA)

Non-Voting/Ex. Off. Members Absent:

John Armstrong
Diana Rodriguez

Guests:

Catherine Eagan

ASLPC 2013 – 14 Representative:
Eric Bolin

1. **CALL TO ORDER:** Ms. Hart called the meeting to order at 2:35 p.m.
2. **Review/Approval of Minutes:** Mr. Gagnon motioned and Ms. Hopkins seconded to approve the minutes of the December 9, 2013 meeting, with a minor correction to correctly list those who were in attendance. Approved.
3. **Public Comments** (This time is reserved for members of the public to address the Curriculum Committee. Please limit comments to three minutes. In accordance with the Brown Act, the Curriculum Committee cannot act on these items.)

None
4. **Curriculum Proposals/Presentations – All proposals are on CurricUNET**
 - **ENG 104W (Reading/Reasoning/Writing, 4 units, 3 unit lecture, 1 unit lab) –** Course Modification: P/NP, 1X. Co-requisite: ENG 104 (Start date: Fall 2014)
Presented by Catherine Eagan
 - **KIN 29 (Independent Study, 0.5 – 2.0 variable units) –** New Course Proposal: G, 4X, CSU. (Start date: Fall 2014)
Presented by Dyan Miller – replaces PE 29; some work still needed: remove repeatability, integration of measurable objectives with course content.
5. **Vice President's Report:** Dr. Noble provided some guidelines for working on the Accreditation standards that have been mapped to the committee. (See item 6)
6. **Accreditation Standards**

Ms. Hart noted that there are 20 standards mapped to the Curriculum Committee. The work on these is due by April 4. She has created and posted a spreadsheet on Blackboard containing these standards and has added questions to it using the booklet provided. The questions will help us determine what is needed.

Dr. Noble added that answering the questions is just one piece. The questions get you thinking about it. The first part is to write a descriptive summary stating everything we've done for the past 6 years; the second part is how we have complied to the standard – what we've met and what we still need to do; the third part explains the actions we take if we do not meet the standard or part of the standard; the fourth part is the evidence we have, like minutes for example.

Ms. Hart led the committee in discussion as to how they would like to handle this project. She will post material and send an email on how we can split up in subgroups and discuss. The discussion will continue at next meeting.

7. Amendment to Certification of ADTs

Ms. Hart led a discussion on whether we should amend our certification to the State informing them on how many Associate Transfer Degrees (ADTs) we will have completed by Fall 2015. For every program that has a Transfer Model Curriculum (TMC), there must be an ADT completed by Fall 2015.

These are the ADTs we committed to on the Jan. 2013 certification form but have not yet completed: Communication, Journalism, Music, Studio Arts, Theater Arts, Kinesiology.

MSC: Kutil/Gagnon to amend the certification list based on what's happened so far with our ADTs and what needs to happen by Fall 2015. At our next meeting we will have an idea of the new commitment of the campus and can then discuss our goals to get this all done. Approved.

- 8. Chair's Report:** Ms. Hart expressed that next year she does not intend to extend her position as chair. Those on the committee should start thinking about who will take on the positions of chair and vice-chair starting next Fall.
- 9. Articulation Officer's Report:** Marina Lira - none
- 10. Good of the Order:** none
- 11. Adjournment:** 4:04 p.m.
- 12. Next meeting:** February 10, 2014; 2:30 p.m., Room 804