

## Minutes of the 11/12/08 Valley College Curriculum Committee

**Members Present:** S. Berger (Chair), M. Arshagouni, M. Avila, P. Calder, B. Goldberg, G. Kovnat, R. LaCarra, D. Lubow, A. Martinez, J. Miyasaki, S. Ruiz, R. Stein, M. Lewis, C. Yee

**Members Absent:** S. Mayo, R. LaCarra

**Guest:** J. Miller, J. Mintz, A. Zucker, H. Shrager

**Meeting called to order at:** 1:04P

- I. MSP (Goldberg/Miyasaki) Approval of Minutes for the 10/22/2008 meeting.
  
- II. New Action/Discussion Items
  1. MSP (Stein/Calder) to approve the English 20, 22, 23, 31, 48, 214, 216, 218, 219, 232, 233, 240, 290, 291, 292, 293, 364 archive requests
  2. MSP (Calder/Kovnat) to approve the History 48, 185, 285, 385 archive requests
  3. MSP (Yee/Calder) to approve the Humanities 61 archive request
  4. MSP (Calder/Miyasaki) to approve English 208 for Distance Education
  5. MSP (Goldberg/Ruiz) to approve Speech 105, 122, 285, 385 for Distance Education
  6. MSP (Miyasaki/Goldberg) to approve Speech 101 for Distance Education as a Hybrid Only offering
  7. MSP (Yee/ Lewis) to approve Basic Skills 80CE & 81CE as New Courses with SLOs
  8. MSP (Stein/Miyasaki) to approve the Basic Language Arts and Math Certificate of Completion pending completion of Program SLOs
  9. MSP (Goldberg/Ruiz) to approve Voc Ed 96CE & 98CE as New Courses with SLOs
  10. MSP (Calder/Yee) to approve the Workplace Success Certificate of Completion pending completion of Program SLOs
  11. MSP (Calder/Miyasaki) to approve Voc Ed 114CE & 115CE as New Courses with SLOs
  12. MSP (Calder/ Miyasaki) to approve the Microcomputer Literacy Certificate of Completion pending completion of Program SLOs
  
- III. Subcommittee Reports
  1. Academic Standards –Web Use for Course and Program Information  
The Policy on Accuracy and Currency of Curriculum Information on Dept. Websites was approved by the committee.

It is essential that all information posted on the Los Angeles Valley College website be accurate and current so that our students receive clear and up to date information. Please make information pertaining to academic programs and course requirements for Associate Degree and/or Occupational Certificate majors correspond to the current Los Angeles Valley College Catalog, not withstanding subsequent corrections.

Mission Statement: Los Angeles Valley College is a comprehensive community college located in the center of the San Fernando Valley. The College serves the community by providing transfer, degree, career-technical, foundational, transitional and continuing education programs in an attractive and accessible learning environment that fosters student success. Embedded in these programs are the greater goals of critical thinking and life-long learning which are necessary for success in the workplace and for advancing one's education, personal development and quality of life.

Include a disclaimer or “Accuracy Statement” such as the statement on the first page of the LAVC College Catalog. Include a date specifying the last update on the department webpage and refer individuals to the current catalog.

If information is found to be inaccurate the Academic Affairs Office, the department chairperson, and the campus webmaster should immediately be informed. The department must update and correct their webpage within 2 weeks (10 business days.) If the correction is not posted within this timeframe the page will be removed by the campus webmaster.

#### IV. Chair's Report

1. Discipline Approval – There was a discussion on the who should be the signers of the Discipline Approval form and what to do in discipline where there is one FT faculty or none. It is clear that the committee needs to work to formalize and quantify the issue. In the meantime, there was consensus that FT faculty “actively” teaching in the discipline should be counted as those who should sign.
2. DegreeWorks Update – The issue of having 4 sections D of GE was referred to the GE subcommittee to determine if Valley is compliant with our Board Rule and if not, to bring back a recommendation to adjust our GE pattern to be compliant.

#### V. Items from the Floor

Meeting Adjourned: 2:25P

*Respectfully Submitted by Erlene Ewing*