

Program Approval Minutes  
Thursday, February 20, 2014  
12:00 p.m. to 1:00 p.m.

Sheraton Cerritos- 12725 Towne Center Dr. Cerritos, CA 90703

**Voting Members present:**

- Carl Bengston (Alternate), Cerritos College
- Jim Lancaster, Citrus College
- Steve Donley, Cypress College
- Paul De La Cerda, East Los Angeles College
- Virginia Rapp, El Camino College
- Jan Swinton, Glendale Community College
- Angela Allison, Golden West College
- Barbara Blanchard, Irvine Valley College
- Ken Starkman, Long Beach City College
- Piper Watkins (Alternate), Los Angeles City College
- Sandra Sanchez, Los Angeles Harbor College
- Cathy Brinkman, Los Angeles Mission College
- Jose Luis Fernandez, Los Angeles Pierce College
- Nicole Albo-Lopez, Los Angeles Trade-Technical College
- Laurie Nalepa, Los Angeles Valley College
- Sue Long (Alternate), Mt. San Antonio College
- Salomon Davila, Pasadena College
- Von Lawson, Orange Coast College
- Bruce Noble, Rio Hondo College
- Anthony Teng, Saddleback College
- Bart Hoffman, Santa Ana College
- Kari Irwin (Alternate), Santiago Canyon College
- Mark Pracher, West Los Angeles College

**Voting Members absent:**

- Nancy Jones, Coastline Community College
- Ann Hovey, Fullerton College
- Patricia Ramos, Santa Monica College
- Erica Mayorga, Los Angeles Southwest College

**I. Meeting called to order at 12:00 p.m. by Lynn Shaw, Vice Chair, LAOCRC**

**II. Minutes from the January 16, 2014 meeting were approved**

**III. Voting Member Alternate- Reminder**

- a) All alternate voting members must be appointed by your Chief Instructional Officer. A college may have as many alternates as they need.

**IV. Report from Voting Member Sub-Committee**

- a) Update on Program Approval Faculty Handbook
- The faculty handbook is in its third draft and will be posted to the website when it is finalized.
- b) Process for programs pulled for discussion
- Agreement was reached on the process for coming to consensus. A taskforce will be formed to resolve any programs that are not approved by consensus. The taskforce will try to reach consensus. The taskforce will have representation from the objecting college(s), the proposing college and a LAOCRC staff. If no resolution can be reached the proposed program will go before the voting members for voting. A majority vote is needed for approval. If consensus is reached in the taskforce, the proposed program will come before the voting members for final approval.
  - Outline of this process will be posted on our website
- c) Voting Members name on all forms
- The Notice of Intent and the Program Approval application will list the voting members as the contact person.
- d) Discussion of LAOCRC contracting with a researcher or Centers of Excellence to do Labor Market Research (LMI)

**V. Notices of Intent:**

1. BioMedical Illustration- *Saddleback College*
2. Biotechnology- *Los Angeles Trade Technical College*
3. Digital Media- *Los Angeles Trade Technical College*

**VI. Approved Programs:**

1. Honda/Acura Engine Repair and Chassis Electrical Systems (approved online)- *Rio Hondo College*
2. Honda/Acura Power Train and Transmission Systems (approved online)- *Rio Hondo College*
3. Honda/Acura Air Conditioning and Supplemental Restraint Systems (approved online)- *Rio Hondo College*
4. Honda/Acura Brakes, Suspension and Electronic Systems (approved online)- *Rio Hondo College*
5. Pilates / Dance Conditioning Instructor (Discussed and approved in the meeting)- *Orange Coast College*

**VII. Adjourn 12:45 p.m.**