

**Mt. San Antonio College  
Curriculum & Instruction Council**

**Minutes**  
**September 27, 2011**  
3:30 – 5:00 pm

	Jason Chevalier	<b>X</b>	LeAnn Garrett, Co-Chair	<b>X</b>	Terri Long	<b>X</b>	Richard McGowan
<b>X</b>	Virginia Burley, Co-Chair	<b>X</b>	Mary Johnson	<b>E</b>	Tom Mauch	<b>X</b>	Christine Tunstall
<b>E</b>	Donna Burns	<b>X</b>	Eric Kaljumagi	<b>X</b>	John Pellitteri		
<b>X Epifanio Zamora:</b> Articulation Officer, Student Representative							<b>Recorder :</b> Irene Inouye
<b>X Guest :</b> Michelle Grimes-Hillman							

Item/Comments/Discussion		Outcome
<b>I</b>	<b>Approval of Council Minutes:</b> September 13, 2011	<b>Approved with modifications</b>
<b>II</b>	<b>Information</b>	
<b>III</b>	<b>Distance Learning Committee Minutes:</b> August 30, 2011	<b>Approved</b>
	<b>Educational Design Committee Minutes:</b> September 13, 2011 September 20, 2011	<b>Approved</b> <b>Completed mandatory stand-alone meeting</b>
	<b>Equivalency Committee Minutes:</b>	
	<b>Outcomes Committee Minutes:</b>	
	<b>Transfer &amp; General Education Subcommittee Report:</b>	
<b>IV</b>	<b>New or Substantive Program Changes</b>	
	New Fee-Based Course Offerings – Fall 2011	Course content could be similar and/or identical to credit courses. Courses should not be competitive with credit courses because AB 515. There could be an issue of overlap. Do these courses exhaust resources? Issue will be placed on future agenda.
<b>V</b>	<b>Items for Discussion/Action</b>	
	College Catalog Task Force. - L. Garrett, T. Long and E. Kalijumagi	Alternative Catalog Publication Schedule Task Force report reviewed. Catalog production needs technology to disseminate new programs and courses to students. WebCMS offers technology to produce a catalog. Mid-year catalog will be a better way to convey information to students. Need to ensure that the Counselors are informed. Counselors were invited to participate on the task force. Need to monitor how a mid-year catalog will affect counseling. Program and course information cannot be disseminated until approved by CCCCCO.  <b>Move forward as an action item to AS</b>
	Stand-alone courses	How do stand-alone courses fit in long/short term planning? What is appropriate to consider when adding stand-alone courses to the College's curriculum? It is possible that students may benefit from a course such as SOC 30, but if a course is not offered within 2 years, should it be discontinued? CTE, GE, and basic skill courses are being cut due to the current fiscal crisis. If there is going to be a new proposal, we should see a skeleton of it containing potential new courses that are going to be beneficial to students.

		<p>Shortage of GE courses is not a rationale for creating new courses. Not opposed to the creation of stand-alone courses because Chancellor's Office (CO) does allow them.          Is there a policy defining lower-division?          We should determine whether or not a stand-alone course benefits our students. Align courses with universities closer to Mt. SAC.          We should be focusing on usefulness to our students.          AHIS 8, 14, 15 have been approved by EDC, but what is the function and purpose of these courses? These courses may not meet the Chancellor's Office criteria for stand-alone courses.          It is unfair for this group of faculty to be held to a different criteria. Faculty should be held to the same standards.          AHIS courses are lower-division at only one university according to the articulation matrix.          Can these courses be part of the AA in Fine Arts?          Will these courses be offered within the next two years?          The College's mission is to provide transfer or CTE preparation. Why are we considering adding stand-alone courses when we are cutting courses?          Not opposed to AHIS courses, do they have the potential to be included in a program and obtaining GE. The courses should be conditionally approved.          Suggestion to put the courses on hold and wait for the program proposals in which these courses are going to be a part.          A better rational, other than "student demand", should be submitted when new courses are developed.          SOC 40, 18, 30. No lower division concerns. Approving as a stand-alone and waiting for GE approval is a concern.          The outcome of these courses should be similar to the AHIS courses.          SOC 40 has as a C-ID descriptor. Should this be part of the approval criteria? What is the purpose and function of this course except GE?          SOC 18 and 30, might serve a particular population need. There is the possibility that these courses may remain stand-alone if they do not receive GE status. Will they be part of the Sociology AA-T?</p> <p><b>Place courses on hold until program or certificate proposals are received. Fiscal concerns need to be addressed.</b></p>
	ANAT 38 Pathophysiology	<p>Only one lower-division out of five was identified on the articulation matrix.          EDC chose not to approve because it does not meet the Chancellor's Office criteria for a stand-alone course.          Faculty announced that a certificate in public health will be created.</p> <p><b>ANAT 38 to be placed on Hold, until program or certificate proposal are created and fiscal concerns are addressed.</b></p>
	Task Force for AA Degrees – E. Kalijumagi	<p><b>Recommended creating a task force for changing area of emphasis for changing Physical Education to Kinesiology</b></p>
	Special Projects (99 courses without prerequisites and creation of Special Projects – Honors)	<p>A special project honors course is the same as a special projects course. <b>Denied. At this time Special Projects 99H presents insufficient differences between Special Projects 99</b></p>
	C-ID course submission – M. Grimes-Hillman	Place on October 11, 2011 agenda.
	Goals	Place on October 11, 2011 agenda.
	<p><b>Other:</b> Repeatability.          Transfer statement in degrees and/or certificates.</p>	

	<b>2011/12 Meetings:</b> 3:30-5:00—2 <sup>nd</sup> & 4 <sup>th</sup> Tuesday	September 13 & 27 October 11 & 25, 2011	November 8 & 22, 2011	December 6, 2011 (if needed)	March 13 & 27 April 10 & 24, 2012	May 8 & 22, 2012 June 12, 2012 (if needed)
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