

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

**Minutes  
November 27, 2012  
3:30 – 5:00 pm  
Conference Room: Bldg. 4, Room 2440**

<b>x</b>	George Bradshaw	<b>X</b>	Jason Chevalier	<b>E</b>	LeAnn Garrett, Co-Chair	<b>X</b>	Terri Long
<b>x</b>	Virginia Burley, Co-Chair	<b>X</b>	Tom Edson	<b>X</b>	Mary Johnson	<b>X</b>	John Pellitteri
<b>x</b>	Donna Burns	<b>X</b>	Jamaika Fowler	<b>X</b>	Eric Kaljumagi	<b>X</b>	Dan Smith
<b>Student Representative:</b> Vacant							<b>Recorder:</b> Irene Inouye
<b>Guests :</b> Michelle Grimes-Hillman, Liz Avila, and Kathy Bakhit							

<b>Agenda</b>		<b>Outcome</b>
<b>I.</b>	<b>Approval of Council Minutes</b> November 13, 2012	<b>Approved with minor edits.</b>
<b>II.</b>	<b>Information</b>	
<b>III.</b>	<b>Distance Learning Committee Minutes:</b> October 9, 2012 October 23, 2012	A question was asked about the DL survey for students. Mary indicated that the Counseling Department was going to review the survey. Another question was asked regarding the opt-in and opt-out option for student evaluations. <b>Accepted</b>
	<b>Educational Design Committee Minutes:</b> November 6, 2012 November 13, 2012	EDC is still in the process of approving programs. The committee is planning on meeting two times during winter to finish reviewing all new and modified courses and programs submitted prior to May 31, 2012. C&I members were informed that CHILD 10H was pulled from November 6, 2012 minutes. <b>Accepted</b>
	<b>Equivalency Committee Minutes:</b>	
	<b>Outcomes Committee Minutes:</b> November 6, 2012	The Outcomes plan was recommended for approval by Academic Senate Executive Board. There was a discussion on whether the review cycle should be 3-years or 4-years. <b>Accepted</b>
	<b>Transfer &amp; General Education Subcommittee Report:</b>	
<b>IV.</b>	<b>New or Substantive Program Changes, New Courses, and Course Disciplines</b>	
<b>V.</b>	<b>4-Year Review Course List for AS Consent Agenda</b>	
<b>VI.</b>	<b>Items for Discussion or Action</b>	
	Proposal for First Spring '13 C&I Meeting to be scheduled for February 26, 2013 - T. Long	A request was made to add a meeting to the spring schedule so that the courses and programs approved during the winter EDC meetings could be immediately approved by C&I. <b>C&amp;I members agreed to meet on February 26, 2013 from 3:30 to 5:00 pm in 4-2440</b>
	AA-T and AS-T Goals – V. Burley	The Chancellor's Office has issued deadlines that we need to pay close attention to. There is an expectation that by fall 2014 we should have as many transfer degrees as we do in the same TOP codes. The expectation is based on the number of existing degrees that we have in specific TOPS codes. It appears that based on our current degrees, we should be able to reach the target number by fall 2014. In analyzing our existing degrees it seems that some have been submitted under incorrect TOPS codes. We will need to follow up on these. Additionally, the Chancellor's Office is expecting that all transfer degrees submitted after January 2013 will require courses that have been approved for C-ID. Michelle stated that a significant number of courses in the system have already received C-ID approval. We will need to work on informing faculty of the new mandates and encourage them to submit courses for C-ID approval. Jamaika has met with departments explaining the C-ID process. In some cases we are waiting for the course descriptors to be finished so that we can submit the course.

	<p>Submission of AA-T's vs. submission of courses – M. Grimes-Hillman</p>	<p>The timing to accomplish this task is unreasonably short. <b>INFORMATION ONLY</b></p> <p>Faculty have transfer degrees ready to submit to Curriculum Office but have to adjust their courses in order to meet the TMC requirements. Michelle asked the committee to consider giving these courses priority over other courses so that the TMCs can be processed. Some committee members indicated that other degrees are also important and were submitted according to established deadlines. If AA and AS-T degrees were submitted without C-ID courses, the college will have one year to submit for C-ID approval. <b>Committee will keep reviewing courses in order received, no priority will be given to courses associated with TMCs.</b></p>			
<p><b>2013-13 Meetings</b> 3:30-5:00 2<sup>nd</sup> &amp; 4<sup>th</sup> Tuesdays</p>	<p>September 11 &amp; 25, 2012 October 9 &amp; 23, 2012</p>	<p>November 13 &amp; 27, 2012</p>	<p>December 11, 2012</p>	<p>March 12 &amp; 26, 2013 April 9 &amp; 23, 2013</p>	<p>May 14 &amp; 28, 2013 June 11, 2013</p>