

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

Minutes

April 9, 2013

3:30 – 5:00 pm

Conference Room: Bldg. 4, Room 2440

X	George Bradshaw	E	Jason Chevalier	X	Michelle Grimes-Hillman, Co-Chair	X	Terri Long
X	Virginia Burley, Co-Chair	X	Tom Edson		Mary Johnson	X	John Pellitteri
X	Donna Burns	E	Jamaika Fowler	X	Eric Kaljumagi		Dan Smith
Student Representative: Vacant		Guest: Michelle Sampat x		Recorder: Irene Inouye x			

Outcome	
Approval of Council Minutes March 26, 2013	Approved
Information New Fee Base Course Offerings – Spring 2013	Accepted
Distance Learning Committee Minutes: March 12, 2013	Accepted
Educational Design Committee Minutes: March 26, 2013 April 2, 2013	Accepted Accepted
Equivalency Committee Minutes:	
Outcomes Committee Minutes: March 19, 2013	Accepted
Transfer & General Education Subcommittee Report:	
Course Disciplines	
Items for Discussion or Action	
Dance Repeatability Memo – M. Grimes-Hillman	<p>Cal State Fullerton has not updated their course catalog. Therefore a memo regarding the repeatability of DNCE courses was submitted for review by the council.</p> <p>Once the list of DNCE courses is approved for repeatability, the courses are repeatable for all majors.</p> <p>Approved. Recommended for Academic Senate approval</p>
Proposed Kinesiology Courses and Title 5 Repeatability Regulations – M. Grimes-Hillman	<p>The handout provided mirrors preliminary guidelines for repeatability from the Chancellor's Office. Michelle reviewed the handout with the council members and explained the plans of the Kinesiology Department. She explained the difference between repetition and repeatability and clearly delineated that the goal in terms of enrollment in KIN/PE courses, is to further limit enrollment of students in these courses. Examination of the list of courses proposed by the KIN department for leveling seems to be in conflict with the goal of limiting enrollment. Ginny expressed concern that if we submit too many KIN courses for leveling it will put up a flag in the Chancellor's Office. Michelle also identified some problems with TOPs codes for some of the KIN courses.</p> <p>Some of these courses have a CTE TOPs code and those courses are not covered in the repeatability guidelines.</p> <p>The council agreed that all of the courses on the list should not be leveled and made some suggestions regarding the appropriate leveling of the soccer and basketball courses, and the reexamination of the fitness courses to determine which courses could be leveled so that the measurable objectives for the courses could be clearly distinguished. Michelle and Terri will meet with the Dean, Associate Dean and Department Chair to discuss the recommendations of C&I. The council also acknowledged that it is too late in the semester to get approval on any courses recommended for leveling and that the department should take some time thinking about how best to deal with this issue.</p> <p>Ginny will send a message to the KIN administrators and the department chair informing them of the discussion that took place in C&I.</p> <p>Ginny will send email to the Division administrators and</p>

	department chair informing them of C&I's concerns and Michelle and Terri will meet with them on Friday.				
C-ID resolution (updated) – M. Grimes-Hillman	Discussion about C-ID resolution. Courses affected by C-ID approval will be given EDC priority status. Recommended for Academic Senate with minor edits.				
Program Requisites – T. Long	Instruction office put together a report of programs with any kind of program prerequisites. They are all CTE programs. For example EMS 2 was created to help students prepare to succeed in the EMS program. A program creating a program requisite should follow the process of approval already in place. A prerequisite to the program is not used as an introductory course. An introductory course provides students an idea of the field and what is involved. Someone must keep track of these program prerequisites to validate that they are necessary. Many of these prerequisites are mandated by Accreditation standards (outside agencies). There are concerns about some programs and how to properly review program prerequisites. Terri and Michelle will draft a document outlining prerequisite review and establishing requisites/requirements into a new program.				
Program Outcome Reporting Proposal – J. Chevalier	ACCJC standards require making SLO data for programs and courses available to potential students (public); it can be done by modifying the SLO site. Whether or not there is a value on providing this data to the public we need to make it available. It is a compliance issue. It would be valuable to have the data available to accreditation visiting teams. Approved. Recommended for Academic Senate Executive Board as action item from C&I.				
Accreditation Expectations for Programs and Student Achievement – V. Burley	Dr. Burley learned at the CIO conference that colleges will need to start carefully monitoring submissions of substantive changes. She will report on more that she learned at the conference at our next meeting.				
September 11 & 25, 2012 October 9 & 23, 2012	November 13 & 27, 2012	December 11, 2012	February 26, 2013 March 12 & 26, 2013 April 9 & 23, 2013	May 14 & 28, 2013 June 11, 2013	