

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

Minutes
March 27, 2012
3:30 – 5:00 pm

x	Virginia Burley, Co-Chair	x	Jamaika Fowler	E	Eric Kaljumagi	E	Richard McGowan
E	Donna Burns	x	LeAnn Garrett, Co-Chair	x	Terri Long	x	John Pellitteri
x	Jason Chevalier	x	Mary Johnson		Tom Mauch	x	Christine Tunstall
Student Representative: Vacant						Recorder : Irene Inouye	

Item/Comments/Discussion		Outcome
I	Approval of Council Minutes March 13, 2012	Approved
II	Information	Moodlerooms has been purchased by BlackBoard. College still has two-year contract with Moodlerooms. IT and DL will explore options. Blackboard will continue to support Moodlerooms.
III	Distance Learning Committee Minutes:	
	Educational Design Committee Minutes: March 6, 2012 March 13, 2012	
	Equivalency Committee Minutes:	
	Outcomes Committee Minutes: February 14, 2012 March 13, 2012	
	Transfer & General Education Subcommittee Report: The following courses will be coded CSU Transfer Effective Summer 2012: AGHE 54 Veterinary Office Procedures AGHE 83A Work Experience in Animal Health AGOR 63 Landscape Irrigation Systems Management AHIS 14 Rome: The Ancient City AHIS 15 Culture and Art of Pompeii AHIS 8 History of Medieval Art and Architecture ARCH 18 Architectural CAD and BIM ARTC 100 Graphic Design I ARTC 120 Graphic Design II ARTC 160 Typography	Informed ARTC 100 Graphic Design I ARTC 120 Graphic Design II ARTC 160 Typography ARTC 163 Dynamic Sketching ARTC 200 Web Design ARTC 240 Multimedia Design CHLD 71B Management/Marketing/Personnel for ECD Programs GEOL 29 Special Topics in Field Geology INSP 67 Reading Construction Drawings INSP 87 Fundamentals of Construction Inspection KIN 40 Techniques of Teaching Cardiovascular Exercise KIN 41 Techniques of Teaching Weight Training PLGL 47A Litigation Procedures PLGL 47B Litigation Practice
IV	New or Substantive Program Changes, New Courses, and Course Disciplines	Informed and Recommended approval for discipline assignments
	EMS 2 Preparation for Paramedic Program (1 unit) Emergency Medical Technician (EMT)-Basic Skills development and practice for patient assessment and treatment decision-making in preparation for the paramedic program. Focuses on life support, trauma response, and immobilization techniques for healthcare providers. Includes the American Heart Association Healthcare Provider (AHA HCP) Basic Life Support (BLS) skills, Basic Trauma Life Support (BTLS) and the Los Angeles County Emergency Medical Services (EMS) standards and resuscitation policies. Ride-alongs with 911 call response teams are highly recommended. <i>Discipline: Emergency Medical Technologies</i> <i>Advisory meeting minutes: 10/13/2010</i> Emergency Medical Services (EMS) Degree (see attached) Recommended approval. Information item for Academic Senate IDE 220 Advanced CAD (3 units) Complex surface modeling in hybrid surface and solid environments using rapid modeling methods. Integrates manufacturing technologies, materials, and machine design with an emphasis on	

	<p>translating concepts from visualization manufacturing projects generated using computer aided manufacturing (CAM) and rapid prototyping technologies. <i>Advisory meeting minutes 5/9/2011</i> <i>Discipline: Drafting, Industrial Design, Electromechanical Technology, Manufacturing Technology, and Robotics</i></p> <p>IDE 230 Introduction to Mechanical Principles (3 units) Mechanical devices, concepts and principles common to manufactured products and manufacturing processes. Analysis, discussion, and problem solving related to mechanical design scenarios and supported by computer aided design (CAD). Exploration of inherent strengths and weaknesses of specific devices and various design approaches. Emphasis on the way mechanical principles affect design strategies. <i>Advisory meeting minutes 5/9/2011</i> <i>Discipline: Drafting, Industrial Design, Electromechanical Technology, Manufacturing Technology, and Robotics</i></p> <p>AA-T Art History (see attached) Language in catalog description should be "including" a major of at least 21 units. 61 total units could be a problem. Reword rationale. Action item for Academic Senate</p>	
<p>V</p>	<p>Items for Discussion/Action</p>	<p>AP 4020 - Inactivation Language Addition (E. Kaljumagi and T. Long)</p> <p>Language for the maintenance of courses and programs should be added to AP 4020 Program and Curriculum Development. Researched other colleges that currently have this practice. Title 5 does not require course inactivation. It is only district policy. Faculty will need to look at course outcomes within five years from the time of implementation. We have a responsibility to schedule a course within a 2-year period. What if a course is offered, but cancelled? Petitions for courses with special circumstances will be considered. What is the difference between scheduled and offered? The intent may have been to have the courses in a rotation plan of two years. Why was a 3-year period chosen for inactivation? Because most students take that long to complete programs. That also may have to do with course rotation. Financial resources is another factor when considering a 2- or 3-year rotation. The plan should reflect a two-year program. If a program cannot be done within two years, that may signal the need for a course to be inactivated. Ed Code supports a 2-year review of CTE programs.</p> <p>Questions about the meaning of plan vs. schedule vs. offer Return to authors for minor editing</p>
	<p>AP 3450 Accessibility of Audiovisual Media – Captioning (NEW) (E. Kaljumagi)</p>	<p>Reviewed for curriculum and instruction issues. Discussed captioning concerns and philosophy. AP 5140's provision to add a captioning statement in syllabi resolved philosophical concerns about when captioning must be turned on.</p> <p>Recommended omitting the statement in the section Videos Owned by Faculty: "The materials will be kept in the library collection so the materials may be available to all College personnel." Corrected grammar. Agreed that it was logical to remove the section Access to Captioned Materials in the Classroom and include that section in AP 5142. Commented that the section Resources for the Loan of Captioned Media or Alternate Selection of Media did not make sense. After the colon there is only one resource listed. Why not just say: Described and Captioned Media</p>

		Program is offered without endorsement by the College. Approved as recommended with minor edits and forwarded to Richard McGowan, SP&S co-chair.				
	Other: Repeatability					
	2011/12 Meetings: 3:30-5:00—2 nd & 4 th Tuesday	September 13 & 27 October 11 & 25, 2011	November 8 & 22, 2011	December 6 & 13, 2011 (if needed)	March 13 & 27 April 10 & 24, 2012	May 8 & 22, 2012 June 12, 2012 (if needed)