

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

**Minutes**

**April 23, 2013**

3:30 – 5:00 pm

Conference Room: Bldg 4, Room 2440

<b>x</b>	George Bradshaw	<b>X</b>	Jason Chevalier	<b>X</b>	Michelle Grimes-Hillman, 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>E</b>	Donna Burns	<b>X</b>	Jamaika Fowler	<b>X</b>	Eric Kaljumagi	<b>E</b>	Dan Smith
<b>Student Representative:</b>						<b>Recorder:</b> Irene Inouye	

<b>Agenda</b>		<b>Outcome</b>
<b>I.</b>	<b>Approval of Council Minutes</b> April 9, 2013	<b>Approved with edits</b>
<b>II.</b>	<b>Information</b>	
<b>III.</b>	<b>Distance Learning Committee Minutes:</b> March 26, 2013	<b>Accepted</b>
	<b>Educational Design Committee Minutes:</b> April 9, 2013 April 16, 2013 April 23, 2013	<b>Accepted</b>
	<b>Equivalency Committee Minutes:</b>	
	<b>Outcomes Committee Minutes:</b> April 2, 2013	<b>Accepted</b>
	<b>Transfer &amp; General Education Subcommittee Report:</b>	
<b>IV.</b>	<b>Course Disciplines</b>	
<b>V.</b>	<b>Items for Discussion or Action</b>	
	CHLD 10 Course Title – M. Grimes-Hillman	Michelle met with the Child Development Department. They are having some issues with modifying the course title for CHLD 10. The department has recommended one of two interim titles (see attachment). The proposed titles would better reflect the content of the existing course <b>The Council recommended for the title to be “Child Growth and Lifespan Development.”</b>
	Dance Families – M. Grimes-Hillman	<b>Recommended for Academic Senate approval</b>
	DNCE 35 Repertory. Course maintained repeatability due to competition – M. Grimes-Hillman	Meets all criteria of a competition course. <b>Recommended for Academic Senate approval</b>
	C-ID submission – M. Grimes-Hillman	Resolution brought forward reminds faculty to avoid copying and pasting C-ID descriptors into course outline of records. Psychology Department has a Statistics course (PSYC 10) without C-ID descriptor unlike SOC and MATH. Can PSYC 10 be submitted in another discipline? Can PSYC match the C-ID descriptor for SOC and MATH? Eric indicated that those courses would have to be identified as equivalent locally. Statistics descriptors are very specific for each discipline. Similar situations are going on in other disciplines such CISP CSCI. These courses are very similar and do have the same C-ID descriptor. There should be some kind of review or evaluation with transparency to address these issues. <b>It is recommended that (C&amp;I) develop a policy statement for C-ID submission outside of the discipline.</b>
	Accreditation Expectation – V. Burley	New degrees and certificates must be reported to the AACJC annually. The AACJC is expecting colleges to monitor the program changes and keep records of substantive changes. For example, if 51% of courses are taken online for a particular degree, it requires submission of substantive changes. Before, these changes were submitted through financial Aid as part of the Gainful Employment requirements. If an online course is in the catalog, it is considered active

		<p>whether it is being offered in that modality or not. As far as GE courses, if faculty develop a distance learning HIST or BIOL General Education course, students could take 51% of the units earned for a degree through distance learning. <b>The College must develop a monitoring system for the Instruction Office to use for these purposes.</b></p>			
	<p>Inactivation of courses – T. Long</p>	<p>The Curriculum Office will initiate the paper work needed for inactivating courses severely overdue (see attachment). Terri indicated that faculty who submitted their courses by the deadline who do not respond to EDC's recommendation for change cannot be offered until they have final approval and have been implemented. Courses that have not followed proper protocols for review and approval by the end of the academic year will not be offered. KIN 85 was pulled from the inactivation list and will continue to be an active course. <b>Courses will be forwarded to Academic Senate for inactivation.</b></p>			
	<p>Content Review Committee – V. Burley</p>	<p>Ginny suggested including the Dean of Instructional Services as a member of the committee. Ginny suggested that we need to change behavior and practice to encourage faculty to evaluate and assess data and make necessary changes. <b>The Council accepted the recommendation to add the Dean, Instructional Services to the committee membership.</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>February 26, 2013 March 12 &amp; 26, 2013 April 9 &amp; 23, 2013</p>	<p>May 14 &amp; 28, 2013 June 11, 2013</p>