

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

Minutes

May 28, 2013

3:30 – 5:00 pm

Conference Room: Bldg 4, Room 2440

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

	Agenda	Outcome
I.	Approval of Council Minutes May 14, 2013	Approved with edits. Revised version will be brought back for final approval.
II.	Information	
III.	Distance Learning Committee Minutes: April 23, 2013	Accepted
	Educational Design Committee Minutes: May 14, 2013 May 21, 2013 May 28, 2013	Accepted Ginny asked a question about the number of remaining courses severely overdue. Michelle Said that EDC had processed most of the courses on the severely overdue list, however they had discovered another set of courses that were in stage 5 but had not been prescreened. The later courses are being prescreened, faculty are responding and courses are being processed. Modifications to courses and new courses submitted for review for Fall '13 are also being prescreened. Michelle Sampat is prescreening modifications and Michelle and Terri are prescreening new courses. Special attention is being paid to course rationale for both. Is the coversheet designed to conform to the style sheet with regards to rationale? It is for faculty to tell the curriculum office what is being modified and to provide rationale as to why the course is being modified.
	Equivalency Committee Minutes:	
	Outcomes Committee Minutes: April 16, 2013	(See attached)
	Transfer & General Education Subcommittee Report - J. Fowler	Michelle asked a question about the outcome of a new course proposed only for a particular GE area. What happens if GE is denied? When a course is denied GE there is no purpose for that particular course and it ends up being a stand-alone course. Michelle proposed to put this item on a future agenda for discussion. Accepted.
IV.	New or Substantive Program Changes, New Courses, and Course Disciplines	
V.	Items for Discussion or Action	
	Resolution C-ID Descriptor – M. Grimes-Hillman	Michelle presented the changes to the C-ID Descriptor Resolution. This is an institutional resolution. The C-ID descriptors are not course outlines. Approved with minor edits. Forward it to AS.
	Course submission for a C-ID descriptor outside the discipline – M. Grimes-Hillman	Members discussed a proposal. Occasionally, faculty may wish to submit a course for a C-ID descriptor that is outside of their discipline. Committee members agreed that collegial consultation with the affected department is crucial. There are no prohibitions for a local college to have two courses with the same C-ID descriptor. Approved with minor edits. Forward it to AS.
	Annual Outcomes Committee Report – J. Chevalier	Jason reported a new website for SLO's in which students can find information about courses. OC will be working with research during the summer and will be providing for the first time, feedback about the quality of SLO's.

		This will be communicated to the chairs. It was decided not to include deans since this information is intended for faculty to improve their internal SLO processes and use of results. .				
	Duplication and Overlap Policy – M. Grimes-Hillman	Members discussed the current and proposed policy. Faculty have raised issues about overlap in modifications. Approved with minor edits. Forward it to AS				
2013-13 Meetings 3:30-5:00 2 nd & 4 th Tuesdays	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	