

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

Minutes
October 22, 2013
3:30 – 5:00 pm
Conference Room: Bldg 4, Room 2440

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

Agenda		Outcome
I.	Approval of Council Minutes October 8, 2013	Approved as amended
II.	Information	
III.	Distance Learning Committee Minutes: September 10, 2013 September 24, 2013	Mary explained that the Grant California Virtual Grant is intended to aid students in completing their education via Distance Learning (DL) courses. A proposal for the California Virtual Campus was submitted and we should hear about the outcome by mid-November. Tom requested that Mary and Meghan should make a presentation about how the campus would function if Mt.SAC gets awarded this grant.
	Educational Design Committee Minutes: October 8, 2013	Accepted
	Equivalency Committee Minutes:	
	Outcomes Committee Minutes: October 1, 2013	Accepted
	Transfer & General Education Subcommittee Report:	
IV.	New or Substantive Program Changes	
V.	Items for Discussion or Action	
	Reviewing of DL courses – M. Johnson	At what point should DL Courses be revisited? DL courses have always maintained approved status. This proposal suggests reviewing a DL course if the traditional course is modified. If a traditional course with an approved DL course status is modified, then EDC could ask author to review the DL course outline of record (COR). What if the course objectives change? What if there were significant changes to the topical outline? Mary will get together with Terri to reword the document and differentiate between a 4-yr review and a Modification. The Curriculum office will work closely in communicating with the DL Committee about proposals received that may trigger reviewing the DL COR. Would it make more sense to review DL courses every 4 years just the way we have being approving traditional courses? There is concern about the growth of the DL program and the ability for the DL committee to do 4-yr review of DL courses.
	Draft of a modified DL Amendment Form - M. Johnson	Mary presented the DL form and was offered some feedback by the C&I members present. She will bring the form back to the next C&I meeting. The Council considered that what Mary presented is more of an updating of the form and since there aren't any processes changes, it does not need Academic Senate approval. The draft of DL amendment form will be brought back as information item only.
	Discipline List – HT courses – M. Grimes-Hillman	Terri explained that while reviewing HT courses it was surprising to find what disciplines were listed for the courses. The Biological Sciences Department's recommendations

	<p>acknowledged that the HT courses were under the wrong discipline: Ultrasound-radiology. Terri and Michelle expressed concern about the courses listed under the Biological Science discipline. Jennifer McDonald was asked if any Biology teacher was qualified to teach HT 12, 14, and higher. C&I recommended that Terri consult with the Biological Sciences Department one more time about Biological Science discipline being in all courses. Terri will bring back the response.</p>				
<p>2013-13 Meetings 3:30-5:00 2nd & 4th Tuesdays</p>	<p>September 10 & 24, 2012 October 8 & 22, 2012</p>	<p>November 12 & 26, 2012</p>	<p>December 10, 2012</p>	<p>February 25, 2013 March 11 & 25, 2013 April 8 & 22, 2013</p>	<p>May 13 & 27, 2013 June 10, 2013</p>