

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

Minutes

October 8, 2013

3:30 – 5:00 pm

Conference Room: Bldg 4, Room 2440

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

Agenda		Outcome
I.	Approval of Council Minutes September 24, 2013	Approved
II.	Information New Fee Based Course Offerings for Winter 2014	Michelle suggested bringing to C&I as a possible item the fact that there isn't a established process to convert course from credit to fee based. Who makes that recommendation? Fee based courses are developed on community interest and the Continuing Education Division works to avoid any conflicts with existing credit courses
III.	Distance Learning Committee Minutes: August 27, 2013	Accepted
	Educational Design Committee Minutes: September 24, 2013 October 1, 2013	Accepted Accepted
	Equivalency Committee Minutes: June 3, 2013	Eric mentioned that two members of the Equivalency Committee have been replaced. He will be bringing AP 7211 to C&I for approval.
	Outcomes Committee Minutes: September 17, 2013	The meaning of GE zone?? Irene explained that are
	Transfer & General Education Subcommittee Report:	
IV.	Items for Discussion or Action	
	THTR 18 – Repeatability Documentation – M.Grimes-Hillman	Theater Department has provided documentation from Cal Poly Pomona to support THTR 18 repeatability. TH244 articulates with THTR 15 as well. THTR 18 is approved as repeatable.
	AP 4021 Task Force – E. Kaljumagi	There has been a request by Administration as how to discontinue at risk programs and program discontinuance. The goal is to expand AP4021 to be applicable to both kind of programs. The purpose for AP4021 is to handle revitalization and at risk programs. Irene asked about the practicability of AP4021. This proposals are practical because you first identify at risk programs and then develop a plan and inform IMAC of what plans are being carried. Irene suggested that it will be better to look carefully at the language of AP4021, address process and questions and to Bring AP4021 back to another C&I meeting for further discussions.
	Recommeded Equivalencies Removal Interior Design – E. Kaljumagi	Removal of equivalency. Approved
	Criteria of Need for New Courses – T. Edson	Curriculum training. Modification of coversheet of course proposal to include appropriateness to mission and need of resources since faculty has come across challenges when it comes to creating courses. So having a rationale for these items will be appropriate. The question about need for new courses was brought up as request to place in C&I agenda.
	Prerequisite Review.	Terri and Michelle presented the process to ?????
	Curriculum Web Page	Tom Edson would like to create a webpage with appropriate resolutions. This work will occur during the winter. This

	<p>curriculum resources page will be under Instruction. The goal is to give faculty the opportunity to read and have an overview of the curriculum process before they even begins working in curriculum. Terri and Michelle suggested that it would be good for anybody holding a WebCMS account to attend a mandatory training 4 years. The goal is to approve course the first time around EDC process.</p>				
<p>2013-13 Meetings 3:30-5:00 2nd & 4th Tuesdays</p>	<p>September 11 & 25, 2012 October 9 & 23, 2012</p>	<p>November 13 & 27, 2012</p>	<p>December 11, 2012</p>	<p>February 26, 2013 March 12 & 26, 2013 April 9 & 23, 2013</p>	<p>May 14 & 28, 2013 June 11, 2013</p>