

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

**Agenda
May 13, 2014
3:30 – 5:00 pm**

Conference Room: Bldg 4, Room 2440

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

Agenda		Outcome
I.	Approval of Council Minutes April 22, 2014	Approved as amended
II.	Information	
III.	Distance Learning Committee Minutes: April 8, 2014	Accepted
	Educational Design Committee Minutes:	
	Equivalency Committee Minutes:	
	Outcomes Committee Minutes: April 15, 2014	Accepted
	Transfer & General Education Subcommittee Report:	
IV.	New or Substantive Program Changes	
V.	Items for Discussion or Action	
	C&I Purpose Statement	Jeff Archibald was added as Vice-President of the Academic Senate, Stacy Bacigalupi and Emily Woolery will replace current Outcomes Coordinator (2014-17), and Michelle Sampat will be added as the Assistant Curriculum Liaison. Under 3. '...make recommendations regarding' was removed.
	EDC Purpose Statement	See attached
	Journalism Equivalency	Michelle has not received a response from faculty regarding questions from C&I. This item will not be moved forward to Academic Senate until a response is received. Michelle will forward the questions to faculty, Department Chair, Division Dean and Associate Dean.
	A Temporary Moratorium on Admitting Physically Out-of-State Students Intending to Take 100% Distance Learning Courses and Certificates - M. Johnson	Mary Johnson led a discussion regarding obtaining state authorization for students who enroll in distance learning classes who live out of state. According to the law, the college must obtain individual authorizations from each state from which we have a student enrolled in a DL class. Since this task can be incredible time consuming and costly in some cases, the DL committee is recommending a moratorium on out-of-state students who plan to take 100% online courses and certificates. There were questions regarding implementation of this recommendation. - Remove language regarding "The temporary moratorium implementation". - Might need to look at AP's and make changes based on this implementation. George and IT need to figure out how to implement the moratorium. The issue needs to be addressed. Change title by removing the word Admitting. From first paragraph remove 'admitting students who are physically located" Recommended as amended for approval by the Academic Senate.

	Adding students to a hybrid class - M. Johnson	<p>There is a need to identify a start date for hybrid courses so that students can add courses as soon as the term begins. The proposal is to make Monday, the first day of classes at 7:30 a.m. the start day/time for hybrid classes. This will allow faculty to distribute ad codes immediately so that they students can begin their online work.</p> <p>Recommended for approval by the Academic Senate.</p>
	Accreditation Assistance – M. Grimes-Hillman	<p>Will be reviewed next meeting. Would it be possible to get from the Accreditation Steering Committee a sample or directions on how to answer to this survey? Is it from a committee perspective or individual knowledge? Terri will send Irene M. and Kristina Allende an email asking for clear directions and specific examples.</p>
<p>2013-14 Meetings 3:30-5:00 2nd & 4th Tuesdays</p>	<p>September 10 & 24, 2013 October 8 & 22, 2013</p>	<p>November 12 & 26, 2013 December 10, 2012 February 25, 2014 March 11 & 25, 2014 April 8 & 22, 2014 May 13 & 27, 2014 June 10, 2013</p>