

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

**Minutes  
May 27, 2014  
3:30 – 5:00 pm**

**Conference Room: Bldg 4, Room 2440**

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

	<b>Agenda</b>	<b>Outcome</b>
<b>I.</b>	<b>Approval of Council Minutes</b> May 13, 2014	<b>Approved</b>
<b>II.</b>	<b>Information</b> DLC Annual Year-end Report – M. Johnson DLC Committee Goals 2013-14 – M. Johnson	<b>Accepted</b> <b>Accepted</b>
<b>III.</b>	<b>Distance Learning Committee Minutes:</b> April 22, 2014	<b>Accepted</b>
	<b>Educational Design Committee Minutes:</b> May 13, 2014	<b>Accepted</b>
	<b>Equivalency Committee Minutes:</b>	
	<b>Outcomes Committee Minutes:</b>	
	<b>Transfer &amp; General Education Subcommittee Report:</b>	
	<b>Content Review Committee :</b> March 18, 2014	<b>Accepted</b>
<b>IV.</b>	<b>New or Substantive Program Changes</b>	
<b>V.</b>	<b>Items for Discussion or Action</b>	
	C&I Goals – M. Grimes-Hillman	Goal 1. The council discussed PCC rubric criteria for new courses at a previous meeting. The development of a rubric for Mt. SAC is ongoing. The objective of this goal is to provide all faculty with a rubric of criteria that will be used to evaluate new course proposals. Goal 2. Reaffirm how SLO coordinators can verify assessment of courses and programs at stage 5 in WebCMS with the implementation of AP 4020. EDC will confirm that outcomes are developed for all new courses and programs.
	C&I Purpose – M. Grimes-Hillman	Point 3., concerns were expressed about faculty input on fee based courses. If there is a movement from credit to fee-based how will the Academic Senate be informed? C&I approved a Credit to Fee-Based form that would allow the Senate to be informed through the curriculum report. Although Title 5 does not require the Academic Senate to approved fee based courses, communication regarding fee based offerings is recommended. <b>Recommended change: To remove 'and make recommendations regarding' for function number 3 on fee based course offerings.</b>
	EDC Goals – M. Grimes-Hillman	Goals: 1. Change language to reflect Senate approved submission deadline. 2. Added certification for stand-alone training for August 26, 2014 and September 2, 2014.
	EDC Purpose – M. Grimes-Hillman	Functions: 1B. Added: to reflect the fact that EDC actually looks at credit and noncredit programs. 5. include: transfer status 6. Eliminate

	Accreditation Assistance – M. Grimes-Hillman			<b>To be reviewed next agenda.</b>		
<b>2013-14 Meetings</b> 3:30-5:00 2 <sup>nd</sup> & 4 <sup>th</sup> Tuesdays	September 10 & 24, 2013 October 8 & 22, 2013	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	