

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

**Minutes  
October 13, 2015  
3:30 – 5:00 pm**

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

	Jeffrey Archibald	X	Mary Johnson	X	John Pellitteri	X	Emily Woolery
X	Madelyn Arballo	X	Irene Malmgren, Co-Chair	X	Michelle Sampat, Co-Chair		
X	George Bradshaw	X	Joumana McGowan	X	Dan Smith		
X	Jamaika Fowler	X	Jean Metter	X	John Vitullo		

**Student Representative:** Marisa Perales

**Recorder:** Irene Inouye

<b>Agenda</b>		<b>Outcome</b>
<b>I.</b>	<b>Approval of Council Minutes</b> September 22, 2015	
<b>II.</b>	<b>Information</b>	<b>Accepted</b>
<b>III.</b>	<b>Distance Learning Committee Minutes:</b> June 9, 2015 August 25, 2015 September 8, 2015	<b>Accepted</b> <b>Accepted</b> <b>Accepted</b>
	<b>Educational Design Committee Minutes:</b> September 29, 2015 October 6, 2015  October 13, 2015	<b>Accepted</b> Question about ARTD courses put on hold due to increase in units. Curriculum liaison is waiting for answers from faculty as how to justify unit increase without increasing lecture/lab topical outlines. <b>Accepted</b> <b>Accepted</b>
	<b>Equivalency Committee Minutes:</b> September 28, 2015	<b>Accepted</b>
	<b>Outcomes Committee Minutes:</b> September 15, 2015 October 6, 2015	<b>Accepted</b> <b>Accepted</b>
	<b>Transfer &amp; General Education Subcommittee Report:</b>	
<b>IV.</b>	<b>New or Substantive Program Changes, New Courses, and Course Disciplines</b> Mammography Certificate	Michelle clarified questions about this certificate being only for current students. This council is questioning why we could not offer this program as a 'refresh' to former students. However the proposal states that "State law forbids clinical practice in mammography for students who are not currently enrolled in a Diagnostic RT program." Michelle will convey to faculty that this council recommends submitting the CT and Mammography certificates for Chancellor's Office approval. <b>Approved. Recommended to move forward to AS.</b>
<b>V.</b>	<b>New Stand-alone Courses</b> RAD 40 ENGR 6	<b>RAD 40: Accepted</b> <b>ENGR 6:</b> Question the advantage of having a stand-alone, C-ID approved course. Jamaika said faculty is planning to articulate this course. There aren't any disadvantages on having this course C-ID approved. The council had questions about overlap. <b>HOLD This council recommends for the CSCI department to have a meeting with CIS regarding overlapping.</b>
<b>VI.</b>	<b>Course Unit Change Report</b>	
<b>VII.</b>	<b>Items for Discussion or Action</b>	
	AP 4050 – D. Smith	Reviewed by C&I. Michelle will make the recommended changes and date it October 13, 2015. <b>Will be brought back for approval on next C&amp;I agenda.</b>
	AP 4051 – D. Smith	Second paragraph: remove for a period of 4 years and last sentence. Last paragraph: include and/or designee after department chair. Michelle will make the recommended changes. <b>Will be brought back for approval on next C&amp;I agenda.</b>
	AP 4105 – M. Johnson	Revised definition of DL course. Discussion about proctoring. Course requiring students to take an exam on campus should be called hybrid.

		Definition of regular contact. Mary said it needs to be regular and effective. There was not precise definition of 'regular contact' given by the mock review team. This committee recommends modifying the language under Regular and Effective contact to avoid misinterpretation of this AP and meet our students' needs, aside from being properly prepared for Accreditation Team. <b>This council recommends Mary to take this AP back to the DL Committee and address the mentioned recommendations.</b>		
	New Program Feasibility Checklist – M. Sampat	<b>Keep on agenda for next C&amp;I meeting</b>		
	English as a Second Language Equivalency – D. Smith	<b>Keep on agenda for next C&amp;I meeting</b>		
	DLC Purpose, Function and Membership – M. Johnson	<b>Keep on agenda for next C&amp;I meeting</b>		
	Dance Courses Related in Content – M. Sampat	<b>Keep on agenda for next C&amp;I meeting</b>		
	Equivalence Committee Goals – D. Smith	<b>Keep on agenda for next C&amp;I meeting</b>		
	Curriculum and Program Planning Goals - D. Smith	<b>Keep on agenda for next C&amp;I meeting</b>		
	Curriculum and Program Planning Purpose and Function – D. Smith	<b>Keep on agenda for next C&amp;I meeting</b>		
	AP 4500 – M. Sampat	<b>Keep on agenda for next C&amp;I meeting</b>		
	BP 4500 – M. Sampat	<b>Keep on agenda for next C&amp;I meeting</b>		
	AP 4555 – M. Sampat	<b>Keep on agenda for next C&amp;I meeting</b>		
	AP 4228 - M. Sampat	<b>Keep on agenda for next C&amp;I meeting</b>		
	Outcomes Committee Purpose and Function – E. Woolery	<b>Keep on agenda for next C&amp;I meeting</b>		
	<p>Prioritization of several items for the upcoming C&amp;I agenda:</p> <ol style="list-style-type: none"> <li>1. Catalog Rights and Student Information</li> <li>2. Local Degree Inflation: How many courses are enough?</li> <li>3. Degree Ownership</li> <li>4. Nondegree Applicable Courses on Degrees</li> <li>5. Library Resources: New Programs</li> <li>6. Programs and Degrees: Outcomes Review</li> <li>7. Courses Related in Content: Family Modifications</li> </ol>			
<b>2015-16 Meetings</b> 3:30-5:00 2 <sup>nd</sup> & 4 <sup>th</sup> Tuesdays	<b>Fall 2015</b> September 8 & 22 October 13 & 27	November 10 & 24 December 8, 2014	<b>Spring 2016</b> February 23 March 8 & 22	April 12 & 26 May 10 & 24 June 7 (tentative)