

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

**Minutes
December 8, 2015
3:30 – 5:00 pm**

Conference Room: Bldg 4, Room 2440

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

Student Representative:

Recorder: Irene Inouye

	Agenda	Outcome
I.	Approval of Council Minutes November 10, 2015	Approved as amended
II.	Information New Fee-Based Course Offerings – Winter – M. Arballo	Accepted
III.	Distance Learning Committee Minutes: November 10, 2015	Accepted
	Educational Design Committee Minutes: December 8, 2015	Accepted. 1 abstention
	Equivalency Committee Minutes: November 23, 2015	Accepted
	Outcomes Committee Minutes:	
	Transfer & General Education Subcommittee Report:	
IV.	New or Substantive Program Changes, New Courses, and Pilates Professional Teacher Training: Cadillac, Chair, Auxiliary	Course Disciplines Recommended to move forward to AS for approval
V.	New Stand-alone Courses	
VI.	Course Unit Change Report	
VII.	Items for Discussion or Action	
	Skills & Pedagogy for Online Teaching (SPOT) – M. Johnson	Mary made the requested updates. This document proposes revisions to the current SPOT certification process. It strengthens and updates de course content. The Council recommended striking any references guaranteeing salary advancements credit. It will be noted that Mary will request credit through Professional & Organizational Development. Motion to recommend the development of the new SPOT training with edits removing the reference to salary advancement credit was made, seconded, and approved unanimously.
	New Program Feasibility Checklist – M. Sampat	M. Sampat updated the checklist based on Council recommendations and will coordinate with John Vitullo to format it.
	Biological Sciences Equivalency – Biological Sciences – D. Smith	The Council had previously determined that equivalencies should not contain information that pertains to HR processes. Faculty can be inclusive and allow applicants who have not completed their doctoral degree to interview, but this is not part of the equivalency as a job offer is contingent on the recipient having completed his or her degree. A Motion to Conditionally Recommend this Equivalency pending removal of items 1, 2, and 3 was made, seconded, and non-unanimously. 1 nay vote: J. Archibald
	Biological Sciences Equivalency – Anthropology – D. Smith	Motion to conditionally recommend this equivalency pending removing criteria 2 was made, seconded, and approved non-unanimously. 1 opposed: J. Archibald
	Arts/Commercial & Entertainment Arts Equivalency (Photography) – D. Smith	This council is questioning the fact that the proposed equivalency did not meet state minimum qualifications as the requirement of a Master's degree was removed. A Motion to return this item to Equivalency Committee for further review was made, seconded, and approved unanimously.

	AP 4105 Distance Learning – M. Johnson	A Motion to create a subcommittee consisting of M. Sampat, Joumana, Jeff and Mary to work on this AP over the winter was made, seconded, and approved unanimously.
	AP 4500 Athletics – M. Sampat	A Motion to Group AP 4500, BP 4500, and AP 4555 and create a subcommittee of M. Sampat, J. McGowan, and J. Archibald to update these APs and BPs in consultation with the kinesiology division was made, seconded, and approved unanimously.
	BP 4500 Athletics – M. Sampat	See above
	AP 4555 Mt. SAC Relays – M. Sampat	See above
	AP 4228 - Course Repetition – Significant Lapse of Time M. Sampat	<p>This AP was last revised on May 2013. In November 2013, the Chancellor's Office released Course Repetition Guidelines with clarification on permissible repetition under lapse of enrollment. Some Community Colleges have established recency prerequisites. The proposed update to AP 4228 would bring the local procedure into Title 5 compliance by allowing lapse of enrollment repetitions only for courses where 36 months had passed after receiving passing grade in a course that is either an established recency prerequisites at the local campus or at a 4 year institutions. Sampat asked the Council whether recency prerequisites should be allowed here. These would have to be established on a course by a course basis and be approved through the local curriculum process. J. Archibald noted that these prerequisites would have to be validated. G. Bradshaw shared that A&R is approving 100's of these petitions for repetition annually under the existing AP. Would departments want a grace period to establish recency prerequisites? In Banner, there might be additional consequences of establishing recency prerequisites. Students would have to take a course again if the time has elapsed if faculty determine recency is a requirement.</p> <p>A motion to Table AP 4228 and notify faculty about the potential for establishing local recency prerequisites was made, seconded, and approved unanimously.</p>
	BP 4100 Graduation Requirements for Degrees and Certificates – M. Sampat	Tabled
	<p>Prioritization of several items for the upcoming C&I agenda:</p> <ol style="list-style-type: none"> 1. Catalog Rights and Student Information 2. Local Degree Inflation: How many courses are enough? 3. Degree Ownership 4. Nondegree Applicable Courses on Degrees 5. Library Resources: New Programs 6. Programs and Degrees: Outcomes Review 7. Courses Related in Content: Family Modifications 	Tabled.
<p>2015-16 Meetings 3:30-5:00 2nd & 4th Tuesdays</p>	<p>Fall 2015 September 8 & 22 October 13 & 27</p>	<p>November 10 & 24 December 8, 2014 Spring 2016 February 23 March 8 & 22 April 12 & 26 May 10 & 24 June 7 (tentative)</p>