

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

**Minutes
May 10, 2016
3:30 – 5:00 pm**

Conference Room: Bldg 4, Room 2440

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

Student Representative:

Recorder: Irene Inouye

Agenda		Outcome
I.	Approval of Council Minutes April 26, 2016	Accepted
II.	Information OC Annual Report	Accepted
III.	Distance Learning Committee Minutes: March 22, 2016 April 12, 2016	Accepted Accepted
	Educational Design Committee Minutes:	
	Equivalency Committee Minutes: April 25, 2016	Accepted
	Outcomes Committee Minutes: April 19, 2016	Accepted
	Transfer & General Education Subcommittee Report:	
IV.	New or Substantive Program Changes, New Courses, and Course Disciplines	
V.	New Stand-alone Courses	
VI.	Course Unit Change Report	
VII.	Items for Discussion or Action	
	Arts/Commercial & Entertainment Arts Equivalency (Photography) – D. Smith	The Council discussed the wording of the Photography equivalency which narrows the equivalency to courses rather than a discipline The equivalency seems restrictive. A faculty member should be hire based on the discipline and should be able to teach courses assigned to that discipline. It was noted that the equivalency does not follow the Equivalency AP. The AP will need to be revised in accordance with our current practice. This council unanimously recommended taking this equivalency back for clarification. A Motion was made, seconded, and passed to reconsider the previous decision based on the wording of a subsequent minimum qualification which mirrored the wording of this equivalency. Approved as originally written. 1 abstention
	Adult Basic Education/Continuing Education (Basic Skills) – D. Smith	Approved
	Arts/Commercial & Entertainment Arts-Radio-Television Equivalency (Media Production/Broadcasting Technology – D. Smith – D. Smith	Council suggested deleting items 2 and 3 under equivalency criteria. If kept, 'specified fields' should be clarified. This council recommended sending this equivalency back to the Equivalency Committee for clarification. 1 abstention 1 oppose 10 approved
	World Languages Equivalency (French) – D. Smith – D. Smith	This modification seems to make the equivalency both more restrictive and more inclusive. However, it aligns with recently approved equivalencies for other world languages. This Council approved this equivalency. 3 opposed 8 approved Approval.

	AP 4024 Units-to-Contact-Hour Relationship – M. Sampat	A modification to align AP 4024 with current curriculum practices was brought forward. Title 5 permits a minimum of 48 hours (16 lecture hours and 32 hours of assigned work outside of class) per unit of credit awarded. It was questioned why we would require 54 hours (18 lecture hours and 36 hours of assigned work) per unit of credit awarded. It was noted that the Title 5 guidelines provide a minimum number of hours, and that courses are locally required to have 18 lecture hours per unit to ensure that we meet a minimum of 16 hours per semester when holidays and class cancellations are taken into account. This item was tabled until the next meeting.
	BP 4100 Graduation Requirements for Degrees and Certificates – M. Sampat	Michelle Sampat will share the BP with the VP of Student Services. Approved
	DL Goals – M. Johnson	Accepted
	Recommendation to Adopt Canvas as a LMS - M. Johnson	Approved
	Curriculum and Instruction Council Goals – M. Sampat	Tabled until next meeting
2015-16 Meetings 3:30-5:00 2 nd & 4 th Tuesdays	Fall 2015 September 8 & 22 October 13 & 27	November 10 & 24 December 8, 2014 Spring 2016 February 23 March 8 & 22 April 12 & 26 May 10 & 24 June 7 (tentative)