



# Curriculum and Instruction Council Report

## Academic Senate

DATE: September 24, 2015

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### A. Committees

1. Continuing Education - Minutes: None
2. Distance Learning - Minutes: April 28, 2015 and May 12, 2015
3. Educational Design - Minutes: September 1, 2015 and September 8, 2015
4. Educational Design Sub-Committee for General Education and Transfer Issues - Minutes: None
5. Equivalencies - Minutes: June 1, 2015
6. Outcomes - Minutes: May 19, 2015

### B. Curriculum & Instruction Council Information Items:

1. Content Review Pre-requisites and Co-requisites Report to the Chancellor's Office. See attached.
2. EDC Prescreen Quick Check – See attached
3. EDC Style Sheet – See attached
4. Carnegie Units: Updated Units to Hours – See attached

### C. Educational Design Committee

1. Consent Agenda: 4 –year review
  - a. ADJU 13 Concepts of Traffic Services
  - b. ADJU 2 Principles and Procedures of the Justice System
  - c. ADJU 6 Concepts of Enforcement Services
  - d. AGAN 2 Animal Nutrition
  - e. AGOR 57 Power Train Repair
  - f. AGOR 72 Landscape Hardscape Applications
  - g. ARTD 15A Drawing: Beginning
  - h. ARTD 15B Drawing: Intermediate
  - i. ASTR 8 Introduction to Stars, Galaxies, and the Universe
  - j. BIOL 1 General Biology
  - k. BIOL 15 Human Sexuality
  - l. BIOL 15H Human Sexuality - Honors
  - m. BS ABE02 Adult Basic Education
  - n. BS ABE04 Guidance and Orientation to Special Programs
  - o. BS ABE05 Career Development
  - p. BS LRN03 Math Skills Review
  - q. BS LRN50 Learning Support Laboratory
  - r. BS LRN76 Improving Reading Comprehension
  - s. BS MTH02 Developmental Math Concepts
  - t. BS TR01 All Subject Tutoring
  - u. CHEM 50 General Chemistry I

v.	CHEM 50H	General Chemistry I - Honors
w.	ELEC 74	Microcontroller Systems
x.	ENGL 81	Language Acquisition
y.	FASH 12	Clothing Construction II
z.	FASH 22	Fashion Design By Draping
aa.	FIRE 1	Fire Protection Organization
bb.	FIRE 13	Principles of Fire and Emergency Services Safety and Survival
cc.	FIRE 4	Building Construction for Fire Protection.
dd.	FIRE 5	Fire Behavior and Combustion
ee.	FIRE 8	Fire Company Organization and Management
ff.	HRM 91	Hospitality Work Experience
gg.	KINF 53	Physical Training for the Basic Fire Academy
hh.	KINL 18	Weight Training for the Physically Limited
ii.	KINL 2	Physical Fitness for the Physically Limited
jj.	KINX 18	Golf - Men
kk.	KINX 19	Golf - Women
ll.	KINX 26	Softball - Women
mm.	KINX 30	Swimming - Women
nn.	KINX 49	Water Polo - Women
oo.	MUS 20A	Elementary Voice
pp.	MUS 21	Advanced Voice
qq.	MUS 29	Choral Workshop
rr.	PSYC 33	Psychology for Effective Living
ss.	VOC AGN51	Animal Handling and Restraint
tt.	VOC AGR52	Hydraulics
uu.	VOC BM20	Principles of Business
vv.	VOC EL54B	Industrial Electronic Systems
ww.	VOC EST54	Cable Wiring Standards
xx.	VOC IHSS	In-Home Support Services
yy.	BIOL 50	Biology Basic Skills
zz.	RAD 31	Fluoroscopy and Radiobiology
aaa.	AGLI 14	Swine Production
bbb.	AGLI 16	Horse Production
ccc.	AGLI 17	Sheep Production
ddd.	AIRC 30	Heat Load Calculations
eee.	AIRC 34	Advanced Mechanical Refrigeration
fff.	ANAT 40A	Human Prosection
ggg.	ANAT 40B	Human Prosection
hhh.	BIOL 34	Fundamental of Genetics
iii.	BIOL 34L	Fundamentals of Genetics Lab

- jjj. LATN 1 Elementary Latin
  - kkk. LERN 81 Improving Writing
  - lll. MUS 15 Rock Music History and Appreciation
  - mmm. PLGL 30 Introduction to Paralegal/Legal
  - nnn. PSYC 19 Abnormal Psychology
  - ooo. VOC PHO18 Portraiture and Wedding Photography
2. Consent Agenda: Modified Courses
    - a. MUS 15H Rock Music History and Appreciation - Honors
    - b. VOC AR222 Advanced Digital Design, Illustration and Animation
  3. Consent Agenda: New Courses
    - a. VOC CS10 Office Skills: Mirrors CISB 10: Skills necessary to work in an office setting including: alpha and numeric keyboarding, email etiquette and standards, electronic calendaring, ten-key, composing, formatting and storing business documents, telephone techniques.

## SUBMISSION DATES

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New courses and modifications to courses are due on 31 May, 2016 for the 2017-18 catalog.

New courses and modifications to courses submitted between June 1, 2015 and May 31, 2016 are guaranteed to be prescreened and receive an EDC review by the end of Fall 2016 as long as the prescreen requests are addressed.

Degrees and certificates are due by May 31, 2016 for the 2017-18 catalog. Degrees and certificates will not be reviewed by EDC if they include courses that are 6 or more years old (for T5 compliance). Degrees and certificates submitted between June 1, 2015 and May 31, 2016 are guaranteed to receive an EDC review by the end of Fall 2016.

Modifications include changes to:

Course ID	Prerequisites, corequisites, and advisories
Course Title	Certificate, degrees, and majors
Catalog Description	General Education Requirements/ GE Status
Units and hours	Articulation
Repeatability	Instructional Type (Lecture, Lab, Lecture and Lab Combination, or Activity)
SAM Code changes	Top Code Changes

### WebCMS Stage Information

Website: <http://webcms.mtsac.edu/webcms/>

Stage 1: Course Author

Stage 2: Department Chair review

Stage 3: Division Dean/Associate Dean review

Stage 4: Not active in WebCMS

Stage 5: Prescreen/pre-EDC review - results in course being forwarded to the EDC agenda or returned to Stage 1

Stage 6: post-EDC review – results in approval, approval with minor edits, pending (course will be returned to EDC consent agenda), or HOLD (requires a second EDC review)

Stage 7: Course is ready for implementation (new courses and modifications require Senate approval, BOT approval, and Chancellor's Office approval before they may be implemented)

## Curriculum Contacts

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