**EDUCATIONAL DESIGN COMMITTEE**

(Academic Senate Committee – Reports to Curriculum and Instruction Council)

Purpose

The Educational Design Committee serves as a standing committee of the Curriculum and Instruction Council. The mission of the Educational Design Committee is to facilitate consistency in the quality of curriculum management and to ensure that all courses and programs meet the intent of Title 5 regulations.

Function

1. Report and make recommendations to the Academic Senate via Curriculum and Instruction to include:
2. Review of new and amended credit and non-credit course content and associated required technical information under Title 5.
3. Review of new and amended credit and non-credit programs and the associated required technical information under Title 5
4. Review of new and amended courses as they relate to majors and certificates, degrees, and transfer.
5. Coordination of course proposals and review, as appropriate.
6. Appropriate requisites.
7. Review courses and programs, maintaining compliance with external and internal policies.
8. Recommend policy changes pertaining to curricular issues.
9. Implement State regulations and guidelines pertaining to the curriculum development process:
10. Train committee members, faculty, division deans, and staff, as appropriate.
11. Maintain and provide regulations updates.
12. Disseminate information.
13. Review and make recommendations regarding transfer status and general education courses via Educational Design Subcommittee for General Education and Transfer Issues.
14. Educate and train faculty on procedures in requesting general education course approval.
15. Implement the general education philosophy on campus by systematically reviewing all general education lists.
16. One committee member from each division will attend division meetings to report on courses that are being reviewed.

Membership (23)

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|  | Position Represented | Name | Term |
| 1. | Curriculum Liaison (Co-Chair) | Michelle Sampat | 2015-16 |
| 2. | Executive Dean, Instructional Services (Co-Chair) | Joumana McGowan | ongoing |
| 3. | Dean, Continuing Education or Designee | Liza Becker | ongoing |
| 4. | Assistant Curriculum Liaison | Jean Metter | 2015-17 |
| 5. | Articulation Officer | Jamaika Fowler | ongoing |
| 6. | Seventeen Faculty (appointed by Academic Senate; two from each division and one from noncredit with consideration given to balance of vocational and non-vocational members) | (Arts) Melissa Macias | 2015-18 |
| 7. | (Arts) Robert Bowen | 2015-18 |
| 8. | (Humanities) Jennifer Olds | 2013-16 |
| 9. | (Humanities) Julie Laverty | 2015-18 |
| 10. | (Nat’l Sciences) Malcolm Rickard | 2015-18 |
| 11. | (Natural Sciences) Vacant | 2015-18 |
| 12. | (Kinesiology) Karol Ritz | 2013-16 |
| 13. | (Kinesiology) Ron Kamaka | 2015-18 |
| 14. | (Business) Cecilia Thay | 2015-18 |
| 15. | (Business) Vacant | 2015-18 |
| 16. | (Library & Learning Resources) Pauline Swartz | 2013-16 |
| 17. | (Library & Learning Resources) Dianne Rowley | 2015-18 |
| 18. | (Tech. & Health) Bruce Nixon | 2014-17 |
| 19. | (Tech. & Health) Vacant | 2015-18 |
| 20. | (Student Services) Tim Engle | 2015-18 |
| 21. | (Student Services) Vacant | 2015-18 |
| 22. | (Non-Credit) Donna Necke | 2015-18 |
| 23. | Student (appointed by Associated Students) | Carolina Navarro | 2015-16 |

Membership Meeting Times:

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| COMMITTEE TYPE | CHAIR | MEETING SCHEDULE | LOCATION | TIME |
| Senate | Michelle Sampat Joumana McGowan | Fall Semester: Every Tuesday  Spring Semester: 2nd and 4th Tuesdays | 6-122 | 1:30-3:00 |

Person Responsible to Maintain Committee Website: Reyna Casas [RCasas@mtsac.edu](mailto:RCasas@mtsac.edu), 5404

ollege Website Link and Last Time Website Was Updated:

<http://www.mtsac.edu/governance/committees/eddesign/>