

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

**Minutes
September 27, 2016**

3:30 – 5:00 pm

Conference Room: Bldg 4, Room 2440

x	Jeffrey Archibald	E	Irene Malmgren, Co-Chair	X	Martin Ramey	E	Emily Woolery
E	Madelyn Arballo	X	Joumana McGowan	X	Michelle Sampat, Co-Chair		
x	George Bradshaw	X	Jean Metter	X	John Vitullo		
x	Jamaika Fowler	X	Dana Miho	X	Sandra Weatherilt		

Student Representative: Israel Garcia **X**

Recorder: Irene Inouye

	Agenda	Outcome
I.	Approval of Council Minutes September 13, 2016	Approved
II.	Information	
III.	Distance Learning Committee Minutes: May 10, 2015 May 24, 2015	Sandra confirmed Mt. SAC is proceeding with CANVAS this coming Winter. DL will offer assistance as needed. Anybody who is trained for Moodlerooms can choose between Moodlerooms or Canvas. Transition was smooth. Accepted Accepted
	Educational Design Committee Recommendations of: September 13, 2016 September 20, 2016	Accepted Accepted EDC Minutes, published campus wide on CI agenda Michelle consulted this council about EDC minutes approval. Should EDC minutes come back for a second review to EDC, reapprove them and then bring them to C&I? We have never pulled an item from EDC minutes. Now EDC makes a recommendation, and have one reading and forward them directly to C&I. As long as the EDC Minutes are included in the C&I report to the campus, they can be reviewed at C&I.
	Equivalency Committee Minutes	
	Outcomes Committee Minutes:	
	Transfer & General Education Subcommittee Report:	
IV.	New or Substantive Program Changes, New Courses, and Course Disciplines Photography Video Production	At the last C&I meeting, there were questions about Video and overlap. Michelle and Jeff discussed the concerns with the author of the program. Department faculty members vetted this program and had several votes with faculty present approving this certificate. Steve Brugoon described the difference between Photo and Video. Michelle concluded there isn't overlap. This program does not train students as video photographer; the video portion of it is used as tool. C&I unanimously approved this certificate. Approved
V.	New Stand-alone Courses	
VI.	Course Unit Change Report	
VII.	Items for Discussion or Action	
	AP 4232 Pass/No Pass Grading – J. Fowler	The discrepancy in drop dates has to do with the way Banner works. Students can drop the class through their online portal if the class has not met 20% of its total minutes. Students can drop the class in person if the class has not met 30% of its total minutes. This is only for online courses and not for online request. Most student make the change online. Jeff suggested keeping the percentage as is.

		<p>Classes are listed as pass/ no pass in the catalog. Students see this option in their portal. It is displayed as a dropdown in classes that have this option. In order to move from standard grade, the student has to physically change it on line or request a change in person. . It will be beneficial if students got a notification about the pass/no pass option or even be informed in the syllabus. Item 4. Nothing in Title 5 constraints pass/no pass grading to 16 units. Some other colleges do not have limits on pass/no pass units. Do we need item 4? Should there be a limit? Some programs are currently exceeding this number of P/NP units. Should faculty have the right to determine the grading for the classes in their programs if they have rationale for allowing more units to be P/NP? If the limits on P/NP grading are lifted, will this weaken the merit of Mt. SAC degree? Will student grades be inflated with a high number of P/NP grades? How many of our students are graduating with more than 16 P/NP units? Are we proposing an upper limit? This will be placed on hold until we get more information. Jamaica and George will research other colleges and their policies on issue 2.b.</p>
	C&I Purpose and Function – M. Sampat	Approved. Forward to AS as information item
	C&I Goals – M. Sampat	Approved. Forward to AS as information item
	Ongoing Items – M. Sampat	<p>Prioritization, discussion, and consideration of several items 1. Catalog Rights and Student Information: Jamaica will research 2. Local Degree Inflation: How many courses are enough? Flag how many are over 60 3. Degree Ownership recommendation. Tabled 4. Nondegree Applicable Courses on Degrees Verify (Pest Management): Non-Degree Applicable courses will be removed from degrees or their degree status on the COR will be modified. 5. Library Resources: New Programs: Added library faculty positions to the C&I Purpose and Function.</p>
<p>2016-17 Meetings 3:30-5:00 2nd & 4th Tuesdays</p>	<p>Fall 2016 September 13 & 27 October 11 & 25</p>	<p>November 8 & 22 December 13, 2014 Spring 2017 March 14 & 28 April 11 & 25 May 9 & 23</p>