Curriculum and Instruction Council

September 13, 2022 Minutes

3:30 – 5:00 PM

Via Zoom Meeting

X Malcolm Rickard, ***Co-Chair***

X Madelyn Arballo*, Provost, School of Continuing Ed*

X George Bradshaw, *Admission & Records*

X Meghan Chen, AVP Instruction

X Jamaika Fowler, *Articulation Officer*

Kelly Fowler, *VP Instruction* ***Co-Chair***

X Hong Guo, Library

X Carol Impara, *DL Coordinator*

Alana Bachor, *Mapping and Catalog*

X Briseida Ramirez Catalan, *School of Continuing Ed Faculty*

X Sara Mestas, *VP Academic Senate*

Chris Jackson, *Outcomes Coordinator*

X Dianne Rowley, *Curriculum Liaison*

Om Tripathi, *Faculty*X Roger Willis, *Academic Senate President  
Student Representative, Vacant*

**Non-Voting Members**

Irene Pinedo, *Curriculum Specialist II*

Lesley Cheng*, Curriculum Specialist I*

**Guests**

| **Meeting Agenda** | **Outcomes** |
| --- | --- |
| 1. **Approval of Minutes:** |  |
| 1. **Public Comments** |  |
| 1. **Information** |  |
| 1. **Acceptance of Minutes** 2. **Distance Learning Committee Minutes** 3. May 10, 2022 4. May 24, 2022 5. **Educational Design Committee Minutes** 6. August 30, 2022 7. September 6, 2022 8. **Outcomes Committee Minutes** 9. May 17, 2022 10. **Transfer and General Education Subcommittee Minutes** 11. **Mapping and Catalog Committee Minutes** | Motion to add DL Minutes for May 10, 2022 and May 24, 2022. Motion accepted.   1. Distance Learning Committee Minutes 2. Accepted 3. Accepted 4. Educational Design Committee Minutes 5. Accepted 6. Accepted 7. Outcomes Committee Minutes 8. Accepted. One abstention |
| 1. **New and Substantive Program Changes** 2. Business Administration 2.0 AS-T | 1. Approved on Consent |
| 1. **New Courses** |  |
| 1. **New Stand-alone courses** |  |
| 1. **Course Disciplines** |  |
| 1. **Items for Discussion or Action** 2. [AP 4020](https://www.mtsac.edu/governance/trustees/apbp/AP4020.pdf) Program and Curriculum Development – M. Chen 3. MATH 71 Intermediate Algebra - Listed in Courses and Programs – J. Fowler 4. Catalog Production Timeline – J. Fowler & M. Chen | 1 AP 4020 Program and Curriculum Development: Program development includes maintenance of curriculum.  List of courses not offered in two years will get out soon. AP 4020 should provide knowledge to the Office of Instruction of how to proceed with the list.  In past C&I discussions on courses because students could not complete a program if courses are not offered.  AP 4020 was last reviewed on 9/2016. There are things in there that already do not match with the way we do curriculum processes and since it is not up to date, it needs to be revised.  More guidance regarding outcomes need to be included in AP 4020, or an AP that addresses outcomes should be created. **Discussion will continue next meeting.**  2. MATH 71 is no longer being offered but it is in the books and it is still the requirement for graduation to obtain an Associates Degree. MATH 71 is not offered at this time for students. Do we need an alternative language in catalog regarding this matter? There is ‘Intermediate Algebra’ language listed as prerequisite and it has to be kept in catalog for articulation purposes. Nursing communicated that the program now requires Statistics as requisite for the RN degree. This has not gone through the curriculum process and has not been communicated in catalog nor is has been communicated to the Chancellors’ Office. MATH 71 still meets Title 5 requirements.  Senate is agendizing this topic for AMAC. Is this going to be taken care at a higher level? What about the effects having on catalog? This group should be the right path for taking action on this issue. This group may suggest or recommend to follow the process the ENGL courses went through having to do with adding prerequisites equivalent to ENGL 1A which was a recommendation of the Academic Senate.  **Discussion to be continue next meeting. MATH department chair will be invited to a future meeting to share recommendations for options.**  3 This topic was not discussed due to time constrains. |
| 1. **On Hold/Tabled Items** 2. ETHS 10 History of Theater Arts (Area F) |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 2022-23 Meetings  3:30-5:00PM  2nd & 4th Tuesdays | **Fall 2022**  September 13 & 27  October 11 & 25 | November 8 & 22 | **Spring 2023**  March 14 & 28 | April 11 & 25  May 9 & 23 |  |