Curriculum and Instruction Council

April 25, 2023 Minutes

3:30 – 5:00 PM

Room 4-2440

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

Madelyn Arballo*, Provost, School of Continuing Ed*

George Bradshaw, *Admission & Records*

X Meghan Chen, *AVP Instruction* ***Co-Chair*** *Designee*

X Jamaika Fowler, *Articulation Officer*

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

X Hong Guo, *Library*

X Carol Impara, *DL Coordinator*

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

X Sara Mestas, *VP Academic Senate*

Christopher Jackson, *Outcomes Co-Coordinator*

X Dianne Rowley, *Assistant Curriculum Liaison*

Sylvia Ruano, *Dean of Instruction*
Om Tripathi, *Faculty*

X Roger Willis, *Academic Senate President
Student Representative, Vacant*

X Jimmy Tamayo, *Faculty*

**Non-Voting Members**

X Irene Pinedo, *Curriculum Specialist II*

*X Lannibeth Calvillo, Curriculum Specialist II*

X Lesley Cheng*, Curriculum Specialist I*

**Guests**

X Pauline Swartz, Curriculum Co-Liaison

X Ann Walker, Curriculum Co-Liaison

X Raul Madrid, Faculty

| **Meeting Agenda** | **Outcomes** |
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| 1. **Approval of Minutes:**

April 11, 2023 | Approved. |
| 1. **Public Comments**
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| 1. **Agenda Check**
 | Agenda approved with flexibility.  |
| 1. **Information**
 | Malcom shared the list of courses that were not offered in two years and are missing a rationale. He will reach out to the departments via email.  |
| 1. **Acceptance of Minutes**
2. **Distance Learning Committee**
3. **Educational Design Committee Minutes**
4. April 11, 2023
5. April 18, 2023
6. April 25, 2023
7. **Outcomes Committee Minutes**
	1. April 4, 2023
8. **Mapping and Catalog Committee Minute**

None | * 1. Accepted.
	2. Accepted.
	3. Accepted.

1. Accepted.  |
| 1. **New Courses**
	1. R-TV 42 – Assisting Editing for Film and Television
	2. VOC AR202 – Design 4 – Sustainable Design Advanced Project
	3. VOC AR221 - Architectural Rendering and Illustration
	4. VOC AR250 – World Architecture: Prehistory to the Middle Ages
	5. VOC FSH14 – Dress, Culture, and Identity
	6. VOC MF120 – CAD for Manufacturing
	7. VOC MF130 – Manufacturing Processes and Materials
	8. VOC MF210 – Advanced CAD
	9. VOC MF220 – Computer Aided Manufacturing 2
 | 1. Approved.2. Approved.3. Approved.4. Approved.5. Approved.6. Approved.7. Approved.8. Approved.9. Approved. |
| 1. **New and Substantive Program Changes**
	1. Engineering Topics
	2. Post Production for Film and Television
 | 1. Approved.2. Approved. |
| 1. **New Stand-alone courses**
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| 1. **Course Disciplines**
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| 1. **Items for Discussion or Action**
2. BP 4100 Graduation Requirements for Degrees and Certificates – S. Mestas
3. [AP 4020](https://www.mtsac.edu/governance/trustees/apbp/AP4020.pdf) Program and Curriculum Development – M. Chen, M. Rickard
4. Review of AP
5. List of courses not offered in two years
6. Questions for ASCCC about Lab vs. Activity – M. Chen
7. Curriculum Submission Deadline – M. Rickard
8. [AB 928 – Workgroup Report](file:///%5C%5Citfs02%5CCurriculum%5C2.%20C%26I%5CC%26I%202022-23%5C2023.04.25%5CAB%20928%20Workgroup%20Report.pdf) – R. Madrid
 | 1. AP 4100 looks like it was reviewed recently by C&I. Sara can’t find evidence showing the BP 4100 was reviewed by C&I. PAC recommended changes based on CCLC and sent it back to C&I, it looks like no action was taken from there. Documents are from 2018. Committee had questions about residency requirements on draft. Another consideration, CCLC will provide more recommendations in May. Workgroup for AP/BP 4100: Jamaika and Malcolm.
2. A) The draft shared is from January. We should consider adding language on course overlap into AP. Discussion on updating language for outcome alignment under section C, group will table conversation until outcomes representative is present. Workgroup: Chris, Jamaika, Meghan, and Malcolm. B) list shared as an information item.
3. Email draft for ASCCC representatives shared with committee, includes examples of courses with activity hours. Group would like to see guidance on instruction designation (when a course is lecture, lab, activity), more guidance on TBA hours for work experience or special projects, and discontinuity between instruction designation of leveled classes. Example: DNCE 14A/14B, and JOUR 103, 104, 106.
4. Proposing to change curriculum timeline due to catalog production issues and impact this is having on both academic and student services. CE faculty raised concerns specifically related to noncredit programs. Malcolm and Roger met with faculty and the areas and are proposing the following solutions as options: move the credit curricular deadline to December 31st and 1) CE programs that have outside organizing bodies that dictate specific requirements can have exceptions made for them when necessary or 2) keep May 31st as the deadline for noncredit programs (specifically those that work with the high schools and don’t receive the information they need until late November). Motion to recommend the curriculum submission timeline options to Academic Senate. **Approved.**
5. The workgroup meets once a month. The report and recommendations shared today are based on work mostly done in the fall. AB 928 bill creates a singular transfer pathway from community colleges to the CSU/UCs called CalGETC. It is problematic for us because of the elimination of area E under CSU transfer pathway. Most recommendations align with ASCCC recommendations. Two biggest recommendations the workgroup had for C&I: 1) Faculty should try to align course outlines of courses affected by Area E to courses offered by UCs. 2) hire an AB 928 Faculty Coordinator that will support faculty, answer questions and work with appropriate committees. Discussion to be continued at a future meeting.
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| 1. **On Hold/Tabled Items**
2. AP 4024 Units-to-Contact-Hour Relationship – M. Rickard
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| 2022-23 Meetings3:30-5:00PM2nd & 4th Tuesdays | **Fall 2022**September 13 & 27October 11 & 25 | November 8 & 22  | **Spring 2023**March 14 & 28 | April 11 & 25 May 9 & 23 |  |