Curriculum and Instruction Council

May 23, 2023 Agenda

3:30 – 5:00 PM

Room 4-2440

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

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

X George Bradshaw, *Admission & Records*

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

X Jamaika Fowler, *Articulation Officer*

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

Hong Guo, *Library*

X Carol Impara, *DL Coordinator*

Briseida Ramirez Catalan, *School of Continuing Ed Faculty*

X Sara Mestas, *VP Academic Senate*

X Christopher Jackson, *Outcomes Co-Coordinator*

X Dianne Rowley, *Assistant Curriculum Liaison*

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

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

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**

Pauline Swartz

Anne Walker

| **Meeting Agenda** | **Outcomes** |
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| 1. **Approval of Minutes:**   May 9, 2023 | Approved. |
| 1. **Public Comments** |  |
| 1. **Agenda Check** | Approved with flexibility. |
| 1. **Information** |  |
| 1. **Acceptance of Minutes** 2. **Distance Learning Committee**    1. April 25, 2023 3. **Educational Design Committee Minutes**    1. May 16, 2023    2. May 23, 2023 4. **Outcomes Committee Minutes**    1. May 2, 2023 5. **Mapping and Catalog Committee Minute**   None | 1. Accepted  1. Accepted  2. Accepted  1. Accepted |
| 1. **New Courses** |  |
| 1. **New and Substantive Program Changes** |  |
| 1. **New Stand-alone courses** |  |
| 1. **Course Disciplines** |  |
| 1. **Items for Discussion or Action**    1. Curriculum Submission Deadline – M. Rickard    2. 2023-2024 General Education Review Decisions – J. Fowler    3. Distance Learning Amendment Form Updates and Synchronization with Course Approval – M. Rickard    4. [AP 4020](https://www.mtsac.edu/governance/trustees/apbp/AP4020.pdf) Program and Curriculum Development – M. Chen, M. Rickard       1. Review of draft changes to AP | 1. Discussed major objections for changing the curriculum submission timeline. Also discussed the changes that happened in the last year to get the catalog published in time. The council agreed not to change the curriculum submission timeline. Malcolm will withdraw the proposal from the Academic Senate. 2. Jamaika reviewed the general education submissions. She gave an overview of the process and the importance of making sure the textbook is up to date. Faculty were notified of decisions. AO never says no to submitting the course for GE submission but advises them and lets them know what is needed to get approved, submitted and the feedback is given back to the faculty. Courses submitted for IGETC must have UC approval before they can be submitted. Child development courses typically not on IGETC, the CHLD faculty modifying to see if they can get them approved. Fewer courses on IGETC than CSU because the courses must be approved by both CSU and UC. Have the next year to submit for IGETC and CSU GE Breadth and then the following year will have to submit for Cal-GETC. 3. DLC allowed a consent item this past year. If programs submitted a DL amendment form during the pandemic and were not making modifications, the committee would take a form from 2020. If programs made any changes, they are supposed to submit another form. C&I agreed to retire the consent process and have all course forms go through DLC. Malcolm will report to the senate that programs must submit a DL form even there is already a DL form and there are no modifications. 4. Background: AP and BP are both sitting in OnBase for years. BP went to PAC and senate pulled it and it has said that it was in review since then. There are some updated versions in OnBase, but we may be reviewing a different document. Mediation process needed to be added to the document. Meghan review of additions: update to language to reflect approval of new and updated curriculum, inclusion of mediation process for curriculum disputes (that is not easy to find right now/making the process transparent), yellow highlighted mediation addition (process very formal, had an informal conversation for both areas to share concerns and prevented it from going further into the formal process), SOC and PSYC discussion of stat course (there was a clearly defined workgroup that. Workgroup will review the comments about the purple text and CCLC language and will review the BP as well. Will continue this into the fall. |
| 1. **On Hold/Tabled Items**    1. [AB 928 – Workgroup Report](file:///\\itfs02\Curriculum\2.%20C&I\C&I%202022-23\2023.04.25\AB%20928%20Workgroup%20Report.pdf) – awaiting statewide recommendation by May 31st |  |

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| 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 |  |