Curriculum and Instruction Council

December 12, 2023 Minutes

3:30 – 5:00 PM

Room 4-2440

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

Madelyn Arballo*, VP, 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*

Vacant, *VP Academic Senate*

Christopher Jackson, *Outcomes Co-Coordinator*

X Pauline Swartz, *Assistant Curriculum Liaison*

Sylvia Ruano, *Dean of Instruction*

X Dianne Rowley*, Faculty*

X Tania Anders, *Academic Senate President  
Student Representative, Vacant*

*X Lisa Morales, Faculty*

**Non-Voting Members**

X Irene Pinedo, *Curriculum Specialist II*

*X Lannibeth Calvillo, Curriculum Specialist II*

Lesley Cheng*, Curriculum Specialist I*

**Guests**

| **Meeting Agenda** | **Outcomes** |
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| 1. **Approval of Minutes:** |  |
| 1. **Public Comments** | Lisa Morales has been appointed to C&I by Academic Senate. |
| 1. **Agenda Check** | Approved with flexibility. |
| 1. **Information**    1. [ADT Compliance with AB 928 and CalGETC Curriculum Guidance](file:///C:\Users\lcalvillo9\OneDrive%20-%20mtsac.edu\Desktop\ess-23-44-adt-calgetc-curriculum-submission-a11y.pdf) | Shared Memo that was sent out by the chancellor’s office. The committee will review and work on it in the spring. |
| 1. **Acceptance of Minutes** 2. **Distance Learning Committee**    1. None 3. **Educational Design Committee Minutes**    1. December 5, 2023 4. **Outcomes Committee Minutes**    1. November 21, 2023 5. **Transfer and General Education Subcommittee Minutes**    1. CSU and IGETC Submissions 6. **Mapping and Catalog Committee Minutes** 7. None | a. Accepted.  a. Accepted.  a. Accepted. |
| 1. **New Courses**    1. SIGN 213 – Linguistics for Interpreters    2. SIGN 243 -Team Interpreting    3. SIGN 245 – Business of Interpreting & Assessment Preparation    4. SIGN 247 – Interpreting Capstone and Reflective Practice    5. SIGN 249 – Community Interpreting    6. SIGN 251 – Interpreting with Diverse Consumers    7. SIGN 253 – K-12 and Mock Interpreting    8. SIGN 255 – Post-Secondary and Mock Interpreting    9. SIGN 257 – Performance Arts Interpreting    10. SIGN 259 – Trilingual Interpreting | 1. Approved.  2. Approved.  3. Approved.  4. Approved.  5. Approved.  6. Approved.  7. Approved.  8. Approved.  9. Approved.  10. Approved.  Update the word class to course where applicable. |
| 1. **New and Substantive Program Changes** |  |
| 1. **New Stand-alone courses** |  |
| 1. **Course Disciplines** |  |
| 1. **Items for Discussion or Action** 2. [BP 4225](https://www.mtsac.edu/governance/trustees/apbp/BP4225.pdf) Course Repetition & [AP 4225](https://www.mtsac.edu/governance/trustees/apbp/AP4225.pdf) Course Repetition and Withdraw – M. Chen & M. Rickard 3. [BP](https://www.mtsac.edu/governance/trustees/apbp/BP4020.pdf) 4020 Program, Curriculum, and Course Development & [AP 4020](https://www.mtsac.edu/governance/trustees/apbp/AP4020.pdf) Program and Curriculum Development – M. Chen, M. Rickard 4. EMCC Update – P. Swartz & K. DeWylde 5. Courses Changing from Activity to Lab Hours – Consent Items? – M.Rickard | 1. Some of the Title 5 citations listed on the current BP and AP 4225 are now out-of-date. AP 4225 was already reviewed and approved by senate. Meghan made the observation that AP 4225 cites the specific Title 5 section under each area. In the future, recommend that the citations are broad and listed at the top of the document, and not listed under each section of the AP. Tania checked and the version that was just reviewed by PAC has the specific citations removed. The language in BP 4225 may not be inclusive of the information that is included in the current or updated version of AP 4225. Meghan and Malcom will 1) check to see if the CCLC has made any template changes since 2016. 2) check the title 5 sections that are cited in the BP. 3) review the version of AP 4225 that was reviewed by PAC 4) draft inclusive language that aligns better with AP 4225.  2. Hold for a future meeting.  3. Triple R Curriculum Retreat is happening on campus on Jan 19-20th. Presentation on framework, breakout sessions, student panel and performances, faculty will share their work, and there will be a guest speaker. Pauline and Kristen will give a report in spring. They will also be presenting at flex day.  4. hold for a future meeting. |
| 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    2. Managing the implementation of new Title 5 Changes:   2a. General Education Pattern Review of AA/AS  Local Degrees – J. Fowler   * + 1. Ethnic Studies Requirement amended [section 55063](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgovt.westlaw.com%2Fcalregs%2FDocument%2FI43B642004E0E11EDA19AD993669B28BD%3FviewType%3DFullText%26originationContext%3Ddocumenttoc%26transitionType%3DCategoryPageItem%26contextData%3D(sc.Default)&data=05%7C01%7Clcalvillo9%40mtsac.edu%7C3f1ee67c0d364797edd108dbaa4b93c8%7Ccc4d4bf20a9e4240aedea7d1d688f935%7C0%7C0%7C638291013796515668%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=JAsqG5p%2BZStEWjNC2MxEAkBnD1TZ%2FmRtxAcj6gL8Mfg%3D&reserved=0), subdivision (e), to add ethnic studies as a [sic] additional minimum requirement for the community college associate degree.     2. Math General Education Requirement (no longer competency)   2b. AP 4103 Work Experience  3. What do we do when a course author indicates they  are not renewing DL in WebCMS? Do we need an  official process to remove DL? (Example: ARTC 167)   * + 1. Proposed text for WebCMS: If your course is currently approved for Distance Education and you select no for renewal of distance education approval the course may be put on EDC Agenda for Distance Education inactivation. |  |

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| 2023-24 Meetings  3:30-5:00PM  2nd & 4th Tuesdays | **Fall 2023**  September 12 & 26  October 10 & 24 | November 14 & 28  December 12 *(tentative)* | **Spring 2024**  March 12 & 26 | April 9 & 23  May 7 & 21 |  |