

EDUCATIONAL DESIGN COMMITTEE

(Academic Senate Committee – Reports to Curriculum and Instruction Council)

Purpose

The Educational Design Committee serves as a standing committee of the Curriculum and Instruction Council. The mission of the Educational Design Committee is to facilitate consistency in the quality of curriculum management and to ensure that all courses and programs meet the intent of Title 5 regulations.

Function

1. Report and make recommendations to the Academic Senate via Curriculum and Instruction to include:
 - a. Review of new and amended credit and non-credit course content and associated required technical information under Title 5.
 - b. Review of new and amended credit and non-credit programs and the associated required technical information under Title 5
 - c. Review of new and amended courses as they relate to majors and certificates, degrees, and transfer.
 - d. Coordination of course proposals and review, as appropriate.
 - e. Appropriate requisites.
2. Review courses and programs, maintaining compliance with external and internal policies.
3. Recommend policy changes pertaining to curricular issues.
4. Implement State regulations and guidelines pertaining to the curriculum development process:
 - a. Train committee members, faculty, division deans, and staff, as appropriate.
 - b. Maintain and provide regulations updates.
 - c. Disseminate information.
5. Review and make recommendations regarding transfer status and general education courses via Educational Design Subcommittee for General Education and Transfer Issues.
 - a. Educate and train faculty on procedures in requesting general education course approval.
 - b. Implement the general education philosophy on campus by systematically reviewing all general education lists.
6. One committee member from each division will attend division meetings to report on courses that are being reviewed.

Membership (23)

	<u>Position Represented</u>	<u>Name</u>	<u>Term</u>
1.	Curriculum Liaison (Co-Chair)	Michelle Sampat	2015-16
2.	Executive Dean, Instructional Services (Co-Chair)	Joumana McGowan	ongoing
3.	Dean, Continuing Education or Designee	Liza Becker	ongoing
4.	Assistant Curriculum Liaison	Jean Metter	2015-17
5.	Articulation Officer	Jamaika Fowler	ongoing
6.	Seventeen Faculty (appointed by Academic Senate; two from each division and one from noncredit with consideration given to balance of vocational and non-vocational members)	(Arts) Melissa Macias	2015-18
7.		(Arts) Robert Bowen	2015-18
8.		(Humanities) Jennifer Olds	2013-16
9.		(Humanities) Julie Laverty	2015-18
10.		(Nat'l Sciences) Malcolm Rickard	2015-18
11.		(Natural Sciences) Vacant	2015-18
12.		(Kinesiology) Karol Ritz	2013-16
13.		(Kinesiology) Ron Kamaka	2015-18

14.		(Business) Cecilia Thay	2015-18
15.		(Business) Vacant	2015-18
16.		(Library & Learning Resources) Pauline Swartz	2013-16
17.		(Library & Learning Resources) Dianne Rowley	2015-18
18.		(Tech. & Health) Bruce Nixon	2014-17
19.		(Tech. & Health) Vacant	2015-18
20.		(Student Services) Tim Engle	2015-18
21.		(Student Services) Vacant	2015-18
22.		(Non-Credit) Donna Necke	2015-18
23.	Student (appointed by Associated Students)	Carolina Navarro	2015-16

Membership Meeting Times:

COMMITTEE TYPE	CHAIR	MEETING SCHEDULE	LOCATION	TIME
Senate	Michelle Sampat Joumana McGowan	Fall Semester: Every Tuesday Spring Semester: 2 nd and 4 th Tuesdays	6-122	1:30-3:00

Person Responsible to Maintain Committee Website:

Reyna Casas
RCasas@mtsac.edu, 5404

College Website Link and Last Time Website Was Updated:
<http://www.mtsac.edu/governance/committees/eddesign/>