

## **CURRICULUM AND INSTRUCTION COUNCIL**

(Academic Senate Committee)

### Purpose

The purpose of the Curriculum and Instruction Council is to make recommendations about educational design and delivery policies and procedures to the Academic Senate.

### Function

1. Recommend and assess academic policies, procedures, and guidelines related to curriculum; the granting of credit, degree, certificate, and general education requirements; and other related issues such as Administrative Procedures.
2. Review and make recommendations regarding the appropriateness and need of proposed credit and noncredit programs and courses within programs.
3. Review and make recommendations regarding contract and fee-based offerings.
4. Recommend instructional priorities for the College.
5. Review and forward recommendations from Distance Learning Committee, Content Review Committee, Equivalency Committee, and Mapping and Catalog Committee to the Academic Senate.
6. Review and recommend associate degree requirements, CSU general education certification, and IGETC requirements.
7. Review and forward course and program recommendations from the Educational Design Committee and Transfer and General Education Subcommittee to the Board of Trustees.

### Membership (16)

This committee will have a faculty Chair or Co-Chair

|     | <u>Position Represented</u>   | <u>Name</u>              | <u>Term</u> |
|-----|---|--------------------------|-------------|
| 1.  | Vice President, Instruction or Designee (Co-Chair)                  | Kelly Fowler             | ongoing     |
| 2.  | Associate Vice President, Instruction                               | Meghan Chen              | ongoing     |
| 3.  | Provost, School of Continuing Education or Designee                 | Madelyn Arballo          | ongoing     |
| 4.  | Curriculum Liaison (Co-Chair)                                       | Malcolm Rickard          | ongoing     |
| 5.  | Management (appointed by the Vice President, Student Services)      | George Bradshaw          | ongoing     |
| 6.  | Articulation Officer  | Jamaika Fowler           | ongoing     |
| 7.  | Assistant Curriculum Liaison  | Dianne Rowley            | ongoing     |
| 8.  | President and Vice President of the Academic Senate or Designee     | Roger Willis             | 2022-24     |
| 9.  |   | Sara Mestas              | 2022-23     |
| 10. | Faculty, Noncredit (appointed by the Academic Senate)               | Briseida Ramirez-Catalan | 2022-25     |
| 11. | Faculty (appointed by the Academic Senate)                          | Om Tripathi              | ongoing     |
| 12. | Faculty representing the Library (appointed by the Academic Senate) | Hong Guo                 | 2022-25     |
| 13. | Distance Learning Coordinator                                       | Carol Impara             | ongoing     |
| 14. | Outcomes Coordinator  | Christopher Jackson      | ongoing     |
| 15. | Mapping Coordinator   | Stacy Nakamatsu          | 2022-24     |
| 16. | Student (appointed by the Associated Students)                      | Vacant                   | 2022-23     |

Membership Meeting Times:

| COMMITTEE TYPE  | CO-CHAIRS                             | MEETING SCHEDULE                             | LOCATION | TIME              |
|-----------------|---------------------------------------|--|----------|-------------------|
| Academic Senate | Malcolm Rickard<br>and<br>Meghan Chen | 2 <sup>nd</sup> and 4 <sup>th</sup> Tuesdays | Via Zoom | 3:30-5:00<br>p.m. |

Person Responsible to Maintain Committee Website:

Irene Pinedo and Lannibeth Calvillo  
lpinedo3@mtsac.edu X5412 and lcalillo9@mtsac.edu X6543

College Website Link and Last Time Website Was Updated:

<http://www.mtsac.edu/governance/committees/eddesign/>