

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 to the Academic Senate and make recommendations to the Senate Board of Trustees via Curriculum and Instruction to include:
 - a. Review of new and amended credit and noncredit course content and associated required technical information under Title 5.
 - b. Review of new and amended credit and noncredit 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. Review appropriate requisites.
 - f. Review Distance Learning amendment forms.
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 communicate with the Division and Department Chairs as needed on curriculum and related matters that are being reviewed.

Membership (24)

This committee will have a faculty Chair or Co-Chair

	<u>Position Represented</u>	<u>Name</u>	<u>Term</u>
1.	Curriculum Liaison (Co-Chair)	Malcolm Rickard	2022-25
2.	Associate Vice President, Instruction (Co-Chair) or Designee	Meghan Chen	ongoing
3.	Provost, Continuing Education or Designee	Madelyn Arballo	ongoing

4.	Assistant Curriculum Liaison	Diane Rowley	2022-25
5.	Articulation Officer	Jamaika Fowler	ongoing
6.	Faculty representing Arts (appointed by the Academic Senate)	Melissa Macias	2021-24
7.		Robert Bowen /Bruce Rogers	2021-24
8.	Faculty representing Humanities (appointed by the Academic Senate)	Stephen Trull	2022-25
9.		Barbara Mezaki	2021-24
10.	Faculty representing Natural Sciences (appointed by the Academic Senate)	Carmen Rexach	2022-24
11.		Sarah Nichols	2021-24
12.	Faculty representing Kinesiology (appointed by the Academic Senate)	Karol Ritz	2022-25
13.		Lani Ruh	2021-24
14.	Faculty representing Business (appointed by the Academic Senate)	Cecelia Thay	2021-24
15.		Shelley Doonan	2021-24
16.	Faculty representing LLR (appointed by the Academic Senate)	Jared Burton	2022-25
17.		Kolap Samel	2021-24
18.	Faculty representing Tech & Health (appointed by the Academic Senate)	Garett Staley	2020-23
19.		Vacant	2022-23
20.	Faculty representing Student Services (appointed by the Academic Senate)	-Carolyn Lake-Bain	2021-24
21.		Traci Ebue	2021-24
22.	Faculty representing Noncredit (appointed by the Academic Senate)	Donna Necke/ L.E. Foisia	2021-24
23.		Dana Miho/ Vanessa Garcia	2020-23
24.	Student (appointed by the Associated Students)	Vacant	2022-23

Membership Meeting Times:

COMMITTEE TYPE	CO-CHAIRS	MEETING SCHEDULE	LOCATION	TIME
Academic Senate	Malcolm Rickard/ Sylvia Ruano	Fall Semester: Every Tuesday Spring Semester: Every Tuesdays	Via Zoom	1:30-3:00 p.m.

Person Responsible to Maintain Committee Website:

Reyna Casas
RCasas8@mtsac.edu, 5404

College Website Link and Last Time Website Was Updated:

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