Curriculum and Instruction Council

April 08, 2025 Minutes

3:30 – 5:00 PM

Room 4-2440

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

X Madelyn Arballo*, VP, 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***

X Monika Chavez, *Library*

X Catherine McKee, *DL Coordinator*

Briseida Ramirez Catalan, *School of Continuing Ed Faculty*

Shelley Doonan, Academic Senate Co-VP

X Christopher Jackson, *Outcomes Co-Coordinator*

X Pauline Swartz, *Assistant Curriculum Liaison*

X Sylvia Ruano, *Dean of Instruction*

X Dianne Rowley*, Faculty*

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

**Non-Voting Members**

X Irene Pinedo, *Curriculum Specialist II*

*X Lannibeth Calvillo, Curriculum Specialist II*

X Lesley Cheng*, Curriculum Specialist I*

**Guests**

| **Meeting Agenda** | **Outcomes** |
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| 1. **Approval of Minutes:** |  |
| 1. **Public Comments** |  |
| 1. **Agenda Check** | Approved with flexibility. |
| 1. **Information**    1. AB 1111: Phase 2, Cluster 1, 2, and 3 Courses    2. BUSS 85 Update | 1. Phase 1 courses will be in the 25-26 catalog. Phase 2, cluster 1, the following courses need to be updated for the 26-27 catalog:  HIST 7, 7H, 8, 8H (same prefix)  AHIS 4, 4H, 5, and 5H (New prefix – ARTH)  BUSC 1A, 1AH, 1B, 1BH (New prefix – ECON)  ENGL 1B, 1BH (same prefix)  Phase 2, cluster 2 & 3 and Phase 3 will need to be updated for the 27-28 catalog. Tania asked Malcolm to start preparing the proposal for the batch recommendation process for the Phase II, Cluster I courses.  2. The author was notified that EDC and C&I did not approve the course as submitted, the instructor will need to increase the class size. The instructor was advised to submit a class size form to correct the issue. |
| 1. **Acceptance of Minutes** 2. **Distance Learning Committee**    1. March 25, 2025 3. **Educational Design Committee Minutes**    1. April 1, 2025 4. **Outcomes Committee Minutes**    1. None 5. **Mapping and Catalog Committee Minutes** 6. None | a. Accepted.  a. 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. EDC Purpose and Function 2024-25 – M. Rickard    2. General Education for Local Degrees       1. AP 4100 – Graduation Requirements for Degrees and Certificates       2. Specific courses that are part of the [Mt. SAC local GE Pattern](https://catalog.mtsac.edu/programs/degrees-certificates/#gerequirementstext)    3. AB 1111 Phase 2 Batch Approval Process – M. Rickard    4. Department Minute Gaps and Implications – M. Rickard   [Resources](https://www.mtsac.edu/governance/committees/eddesign/documents.html)   * 1. Programmatic Admissions Process – M. Chen | 1. The council reviewed the EDC Purpose and Function and provided edits. Motion to approve the EDC Purpose and Function 2024-2025 with edits. Approved.  2.  i) AP 4100 will need to be reviewed once senate the changes to the local GE pattern are approved.  ii) Mt. SAC added the ethnic studies requirement and the math requirement to the local GE pattern. The understanding is that the rest of the general ed pattern would stay the same. Current practice is to automatically approve course approved for CSU transfer pattern to automatically approved for the local general education pattern. For this year, Jamaika recommends that if the course is approved for Cal-GETC it is placed in the same area. Faculty Senate can have a discussion in the future to see if a new process needs to be followed.  3. Malcolm will start working on a draft for phase 2, cluster 1 batch approval process recommendation.  4. Hold for future meeting.  5. Hold for future meeting. |
| 1. **On Hold/Tabled Items**    1. Equity-Minded Curriculum – Inclusive Language – M. Rickard |  |

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| 2024-25 Meetings  3:30-5:00PM  2nd & 4th Tuesdays | **Fall 2024**  September 10 & 24  October 8 & 22 | November 12 & 26  December 10 *(tentative)* | **Spring 2025**  March 11 & 25 | April 8 & 22  May 13 & 27 |  |