

**Mt. San Antonio College  
Curriculum & Instruction Council**

**Minutes  
November 8, 2016  
3:30 – 5:00 pm**

**Conference Room: Bldg. 4, Room 2440**

<b>x</b>	Jeffrey Archibald	<b>E</b>	Irene Malmgren, Co-Chair	<b>x</b>	Martin Ramey	<b>x</b>	Emily Woolery
<b>A</b>	Madelyn Arballo	<b>x</b>	Joumana McGowan	<b>x</b>	Michelle Sampat, Co-Chair		
<b>x</b>	George Bradshaw	<b>x</b>	Jean Metter	<b>x</b>	John Vitullo		
<b>x</b>	Jamaika Fowler	<b>x</b>	Dana Miho	<b>x</b>	Sandra Weatherilt		

**Student Representative:** Israel Garcia **x**  
**Guest :** Cristina Hernandez and Sandra Esslinger

**Recorder:** Irene M Pinedo

<b>Agenda</b>		<b>Outcome</b>
<b>I.</b>	<b>Approval of Council Minutes</b> October 25, 2016	<b>Accepted</b>
<b>II.</b>	<b>Information</b> SLO update (11/22/2016) – E. Woolery	
<b>III.</b>	<b>Distance Learning Committee Minutes:</b>	
	<b>Educational Design Committee Recommendations of:</b> October 25, 2016 November 1, 2016	<b>Accepted</b> <b>Accepted</b> <b>Recommend approval to BOT</b>
	<b>Equivalency Committee Minutes</b> May 23, 2016 September 26, 2016	<b>Accepted</b> <b>Accepted</b>
	<b>Outcomes Committee Minutes:</b> October 18, 2016	<b>Accepted</b>
	<b>Transfer &amp; General Education Subcommittee Report:</b>	
	<b>Content Review Committee</b> May 20, 2015 April 20, 2016 May 4, 2016 May 18, 2016 June 1, 2016	<b>Accepted</b> <b>Accepted</b> <b>Accepted</b> <b>Accepted</b> <b>Accepted</b>  As committee members reviewed the Content Review Rationale, they found that conversations with English and Math department chairs are not reflected. Faculty members need some examples of model rationale and need to be reminded that conversations with the appropriate department chairs need to happen for English, reading, and math requisites being added or continued on courses.  This committee is in place to review courses after requisites have been added. An Argos report has been developed that provides disaggregated success data that can assist the committee with identifying any disproportionate impact from the addition of these requisites.  The Purpose and Function of the Content Review Committee may need to be modified. Additional duties might include informing department chairs and managers that there may be disproportionate impacts.
<b>IV.</b>	<b>New or Substantive Program Changes, New Courses, and Course Disciplines</b> PSYC 14H	<b>Recommend approval to BOT</b>  This Council briefly discussed whether new Honors versions of courses should be reviewed. The consensus was that C&I should review all new courses.
<b>V.</b>	<b>New Stand-alone Courses</b>	
<b>VI.</b>	<b>Course Unit Change Report</b>	
<b>VII.</b>	<b>Items for Discussion or Action</b>	

	Computer Information Systems Equivalency - J. Archibald	<b>Recommended approval</b>
	Anthropology Equivalency – J. Archibald	<b>Recommended approval, one abstention</b>
	Geography Equivalency – J. Archibald	Just wanted the option of alternate Master’s Degree. <b>Recommended approval</b>
	Local Degree Inflation: How many courses are enough? Degrees with High Numbers of Elective Options – M. Sampat Fine Arts AA History AA-T Kinesiology AA Integrated Pest Management AS Language Arts AA	The Council agreed that a hard limit should not be set for the number of GE courses listed on a degree. It is important that GE courses are kept as choices, but we must make sure such courses are offered at least once every 2 years. If courses are not offered, then the inactivation process should be initiated. The Council agreed that when new GE, C-ID, or transferable courses are being developed, if there is sufficient rationale that the course meets the mission of the college, demands of the workplace, or needs of students, the course should be approved. If it is not successfully offered within two years, the inactivation process will be initiated.  Winter Taskforce: Joumana, Michelle, and Jeff will work on developing guiding principles for faculty.
	SLO and Accreditation	Accreditation wants us to have course attributes such as degree applicable, UC, CSU, IGETC, in the online Searchable Schedule. This information is already in the catalog. <b>This council approves for Joumana to turn on the feature in the online searchable schedule.</b>
	Measurable Objectives vs. SLOs (measurable outcomes)	
	Catalog Rights and Student Information	
	Interdisciplinary Degree Recommendation – M. Sampat	
	Interdisciplinary Course Review – M. Sampat	
	Department Course Rotation Schedule – M. Sampat	
	Content Review Process – J. Metter	
	Program Review Process – M Sampat	This was discussed as part of the Local Degree Inflation conversation. A task force will meet over the winter intersession to draft a program review process. Joumana, Michelle, and John will draft the recommendations
<b>2016-17 Meetings</b> 3:30-5:00 2 <sup>nd</sup> & 4 <sup>th</sup> Tuesdays	<b>Fall 2016</b> November 8 & 22 September 13 & 27 October 11 & 25	December 13, 2014 <b>Spring 2017</b> March 14 & 28 April 11 & 25 May 9 & 23