

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

**Minutes
May 24, 2016
3:30 – 5:00 pm**

Conference Room: Bldg 4, Room 2440

x	Jeffrey Archibald	E	Mary Johnson	x	John Pellitteri	x	Emily Woolery
E	Madelyn Arballo	E	Irene Malmgren, Co-Chair	E	Michelle Sampat, Co-Chair		
x	George Bradshaw	X	Joumana McGowan	X	Dan Smith		
x	Jamaika Fowler	X	Jean Metter	X	John Vitullo		

Student Representative: Vacant

Recorder: Irene Inouye

Agenda		Outcome	
I.	Approval of Council Minutes May 10, 2016	Approved with edits	
II.	Information		
III.	Distance Learning Committee Minutes: April 26, 2016	Accepted	
	Educational Design Committee Minutes: May 10, 2016 May 24, 2015	Accepted Accepted	
	Equivalency Committee Minutes:		
	Outcomes Committee Minutes:		
	Transfer & General Education Subcommittee Report:		
IV.	New or Substantive Program Changes, New Courses, and Course Disciplines		
V.	New Stand-alone Courses		
VI.	Course Unit Change Report		
VII.	Items for Discussion or Action		
	AP 4024 Units-to-Contact-Hour Relationship – M. Sampat	<ul style="list-style-type: none"> We use a Carnegie Unit worksheet provided by the Chancellor's office to calculate hours to units. 18 -26 hours = 1 unit, 27-35 hours =1.5 units etc. We have been using 18 hrs. = 1 units The Chancellor's Office recommends colleges use 18-week semesters. <p>This council reviewed this AP and approved it. The guide will go forward along with it.</p>	
	Curriculum and Instruction Council Goals – M. Sampat	<p>Will add a goal #4: * Discuss and reviews processes and guidelines regarding programs and curriculum development and approval. Recommended the dissolution of the Curriculum and Program Planning Committee. Ascertained that duties were assigned to other committees Stream-line the curriculum process through revision of AP4020.</p> <p>Prioritization, discussion, and consideration of several items</p> <ol style="list-style-type: none"> Catalog Rights and Student Information Local Degree Inflation: How many courses are enough? Degree Ownership Nondegree Applicable Courses on Degrees Library Resources: New Programs Programs and Degrees: Outcomes Review Courses Related in Content: Family Modifications <p>Approved as edited.</p>	
	EDC Goals – M. Sampat	Accepted	

2015-16 Meetings 3:30-5:00 2 nd & 4 th Tuesdays	Fall 2015 September 8 & 22 October 13 & 27	November 10 & 24	December 8, 2014	Spring 2016 February 23 March 8 & 22	April 12 & 26 May 10 & 24 June 7 (tentative)