

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

**Minutes**

**November 22, 2016**

3:30 – 5:00 pm

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

	Jeffrey Archibald		Irene Malmgren, Co-Chair		Martin Ramey	X	Emily Woolery
	Madelyn Arballo	X	Joumana McGowan	X	Michelle Sampat, Co-Chair		
	George Bradshaw	X	Jean Metter	X	John Vitullo		
	Jamaika Fowler	X	Dana Miho	X	Sandra Weatherilt		
<b>Student Representative:</b> Israel Garcia x				<b>Recorder:</b> Irene M Pinedo			
<b>Guests</b> Cristina Hernandez							
<b>Agenda</b>				<b>Outcome</b>			
<b>I.</b>	<b>Approval of Council Minutes</b> November 8, 2016			<b>Approved</b>			
<b>II</b>	<b>Public Comment</b>						
<b>III.</b>	<b>Information</b> SLO update – E. Woolery  Department Course Rotation Schedule – M. Sampat  CCCCO Annual Credit Course Certification – M. Sampat			Report on SLO completion as of August 2016. This information will be shared with Academic Senate, and Joumana will share it with Deans. <b>Accepted.</b>  AP 4020 requires faculty to have a 2-year course rotation schedule. J. Vitullo shared his schedule rotation . This Council recommends rotation schedules be placed in the Department's websites and be made available and visible to students. Michelle Sampat will provide this as an information item with John Vitullo's schedule as an example. <b>Accepted</b>  The Chancellor's Office (CO) will allow modified courses, new courses, stand-alone courses, substantial modifications, and minor changes to courses to be locally certified. The CO will generate a new control number automatically. This will prevent a review backlog. Courses needing C-ID, gen ed, or transfer approval will still need to be submitted to reviewers as usual. New courses on new programs will still be reviewed at the CO. The new system will not be in effect immediately. It may be implemented next spring or fall. AP 4020 will come through again to include these changes. <b>Accepted</b>			
<b>IV.</b>	<b>Distance Learning Committee Minutes:</b> September 27, 2016 October 11, 2016 October 25, 2016			<b>Accepted.</b> <b>Accepted.</b> <b>Accepted.</b>			
	<b>Educational Design Committee Recommendations of:</b> November 8, 2016 November 15, 2016			<b>Accepted.</b> <b>Accepted.</b>			
	<b>Equivalency Committee Minutes</b>						
	<b>Outcomes Committee Minutes:</b> November 1, 2016			<b>Accepted.</b>			
	<b>Transfer &amp; General Education Subcommittee Report:</b>						
	<b>Content Review Committee</b>						
<b>V.</b>	<b>New or Substantive Program Changes, New Courses, and Course Disciplines</b> ARTC 210  PSYC 3H PSYC 14H  PUBH 22, 24, 27, 29, & 30			Accounting and Management Department confirmed to the Commercial and Entertainment Arts Department that ARTC 210 does not overlap with any of its courses. <b>Accepted to recommend to BOT</b> <b>Accepted to recommend to BOT</b> <b>Accepted to recommend to BOT</b>  Faculty has been wanting to create a Public Health program. The State Senate created an ADT for Public Health. Mt. SAC has			

		<p>responded by creating an AS-T and a local Associate Degree plus these PUBH courses</p> <p>PUBH 24 is not a new course. BIOL 24 has been modified into PUBH 24.</p> <p>PUBH 27 is <b>Accepted to recommend to BOT</b>.</p> <p>PUBH 29 is placed on hold. There were some questions about differentiating micro and macro biology. This council will invite Carmen Rexach to attend a meeting for clarification.</p> <p>PUBH 30 <b>Accepted to recommend to BOT</b></p>
<b>VI.</b>	<b>New Stand-alone Courses</b>	
<b>VII.</b>	<b>Course Unit Change Report</b>	
<b>VIII.</b>	<b>Items for Discussion or Action</b>	
	Special Winter Meeting – M. Sampat	Michelle is proposing to meet once during Winter in order to make Board of Trustees deadline agenda. The tentative meeting will be January 10 from 3:30 to 5:00 pm. Irene Pinedo will send out an invite confirming the date and location.
	Interdisciplinary Degree Recommendation – M. Sampat	<p>This issue mostly affects the area of emphasis degrees. What department owns them? Who is responsible for SLOs and reviews? If an interdisciplinary program should be modified, does every person or department representative involved in its original task force convene? What if someone is merely adding a course to an interdisciplinary degree? Does every department have to meet and provide input on whether or not it should be accepted?</p> <p>Unless there is an established process on how to resolve this situation we can't offer guidance.</p> <p>Joumana suggested consulting other colleges to see how they are dealing with similar situations.</p> <p>There isn't an AP that calls the creation of a task force every time an interdisciplinary degree is modified, therefore a fair process is needed</p> <p>Joumana, Michelle, Emily, John, and Jean will work together during the winter to bring a recommendation forward.</p>
	Interdisciplinary Course Review – M. Sampat	<p>What is an interdisciplinary course? The fact that multiple disciplines are placed on a course does not make it an interdisciplinary course.</p> <p>Disciplines are placed on courses for hiring and scheduling purposes so that departments have a bigger pool of potential faculty with the minimum qualifications to teach a course.</p> <p>Joumana and Michelle will meet with concerned department chairs and managers involved to discuss issues when they are raised.</p>
	5-yr Review Cycle – M. Sampat	
	Pass/No Pass grading – J. Fowler	
	Catalog Rights and Student Information	
<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 December 13, 2014 <b>Spring 2017</b> March 14 & 28 April 11 & 25 May 9 & 23