**CURRICULUM & INSTRUCTION COUNCIL**

September 8, 2020 Minutes

4-2460 3:30 – 5:00 PM

Via Zoom Meeting

X Kristina Allende, ***Co-Chair***

X Madelyn Arballo, *Continuing Education*

X George Bradshaw, *Admission & Records*

Richard Mahon, *VP Instruction*

X Jamaika Fowler, *Articulation Officer*

X Carol Impara, *DL Coordinator*

X Patricia Maestro, *Mapping & Catalog Committee*

X Joumana McGowan, *Assoc. VP Instruction*

X Dana Miho, Faculty

Kelly Rivera, VP Academic Senate

X Dianne Rowley, Assist. Curriculum Liaison

X Pauline Swartz, Library & Learning Resources

X Michelle Sampat, **Co-Chair**

X Om Tripathy, *Faculty*

X Chisa Uyeki*, Academic Senate President*

X Kim Leiloni Nguyen, *Outcomes Coordinator*

Vacant, *Student Representative*

| **Meeting Agenda** | **Outcomes** |
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| 1. **Approval Minutes**
2. June 9, 2020
 | 1. Approved
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| 1. **Public Comments**
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| 1. **Information**
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| 1. **Acceptance of Minutes**
2. **Distance Learning Committee Minutes**
3. May 26, 2020
4. June 9, 2020
5. **Educational Design Committee Minutes**
6. September 1, 2020
7. **Equivalency Committee Minutes**
8. **Outcomes Committee Minutes**
9. **Transfer and General Education**

**Subcommittee Minutes** 1. **Content Review Committee Minutes**
2. **Mapping and Catalog Committee**
 | 1. Accepted
2. Accepted
3. None
4. None
5. None
6. None
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| 1. **New or Substantive Program Changes**
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| 1. **New Courses**
2. ESL VSPK VESL Speaking
3. ESL VWRT VESL Writing
4. VOC CT Contact Tracer
5. VOC FAB General Fabrication
 | 1. Approved
2. Approved
3. Approved
4. Approved
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| 1. **New Stand-alone courses**
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| 1. **Course Disciplines**
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| 1. **Items for Discussion or Action**
2. Noncredit Workgroup Recommendations: Correspondence Education – C. Impara
3. Creation of Credit Prior Learning Workgroup – K. Allende
4. Curriculum Cultural Audit – D. Rowley, K. Allende
5. AP 4051 Course Equivalencies and Variances – Fowler
6. Courses and Programs in Catalog Not Offered Within 2 Years – J. Fowler

5a. AP 4020 Program and curriculum Development – K. Allende | 1. The DLC requested Carol to form a workforce group over the summer because noncredit is offering DL courses. The current DL amendment form for credit courses did work for Short-Term Vocational, ESL, and Older Adults with some modifications and a statement at the bottom of the page for guidance for entering hours differently than for credit courses.

For courses such as Older Adults, an alternate form was created to use for correspondence courses. The form is very similar to the current paper DL amendment form. The DLC is questioning whether it is appropriate for the committee to look over these courses since they are considered correspondence courses and not DL courses.In addition to a report, the DLC put forward the new, alternate form for this council to edit and/or approve. **This council approved it and recommended to move it to Senate.**1. Chancellor’s give the college until December 31, 2020 to create policies and procedures that are in line with the definition of Credit for Prior Learning as well as with the Title 5 recent amendments. Therefore, a workgroup or a subgroup of this council should be formed to discuss our current AP, which already addresses some of the requests, and consider needed changes to it in order to get this document ready and meet the deadline.

**The group reviewing the AP consists of Joumana, Dianne, Kristina, Michelle, Jamaika, George, and Madelyn.**1. This a project done by Long Beach City College and presented at the Curriculum Institute.

The project at Mt.SAC should focus on equity and how curriculum represents different groups on campus. For example the language in the curriculum, is it inclusive? The analysis should be in terms of Course Outline of Records and how faculty construct their courses. This Council agreed to make a recommendation to the Academic Senate to do a Cultural Audit and analyze what it looks like for Mt.SAC. Since the project involves curriculum it should start with this group and perhaps other people or groups from other areas of campus would like to join to assure proper representation from all areas of campus. There was agreement for collaboration with FPDC and Outcomes. Loni Nguyen said she will take this item to the Outcomes Committee to recommend that CORA cohort members are invited to join the initial Curriculum Audit work.1. The subgroup lead by Jamaika is still working on this item. **Keep on agenda.**
2. & 5A. Jamaika will share a document with for this group to analyze and consider potential changes.

**Keep on agenda.** |
| 1. **On Hold Items**
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| 2020-21 Meetings3:30-5:002nd & 4th Tuesdays | **Fall 2020**September 8, 22October 13, 27 | November 10 & 24December 8,  | **Spring 2021**March 9 & 23 | April 13 & 27 May 11 & 25 | June 8 |