**CURRICULUM & INSTRUCTION COUNCIL**

May 11, 2021 Minutes

4-2460 3:30 – 5:00 PM

Via Zoom Meeting

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

X Madelyn Arballo, *Continuing Education*

George Bradshaw, *Admission & Records*

X Kelly Fowler, **Co-Chair**

X Jamaika Fowler, *Articulation Officer*

X Carol Impara, *DL Coordinator*

X Patricia Maestro, *Mapping & Catalog Committee*

Vacant, *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, AVP *Instruction Designee*

X Om Tripathi, *Faculty*

X Chisa Uyeki*, Academic Senate President*

X Kim Leiloni Nguyen, *Outcomes Coordinator*

Khang Vo, *Student Representative*

Guest: Joe Denny

 Steve James

 Matthew Tracy Judd

 Jonathan Dee Hymer

 Caroly Robinson

 Meghan Chen

| **Meeting Agenda** | **Outcomes** |
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| 1. **Approval Minutes**

April 27, 2021 | Approved  |
| 1. **Public Comments**
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| 1. **Information**
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| 1. **Acceptance of Minutes**
2. **Distance Learning Committee Minutes**
3. **Educational Design Committee Minutes**
4. May 4, 2021
5. **Outcomes Committee Minutes**
6. April 20, 2021
7. **Transfer and General Education**

**Subcommittee Minutes** 1. **Mapping and Catalog Committee Minutes**
2. April 13, 2021
 | Motion to add the DLC minutes for April 13, 2021. Motion accepted1. Accepted
2. Accepted
3. Will be brought to the next meeting
4. None
5. Accepted
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| 1. **New or Substantive Program Changes**
2. Engineering Fundamentals
3. Engineering with Emphasis in Chemical and Materials Engineering - Level 2
4. Engineering with Emphasis in Chemical and Materials Engineering AS
5. Engineering with Emphasis in Mechanical Engineering - Level 1
6. Pharmacy Technician
 | 1. Previously placed on hold. EDC made recommendations to the author about changing the titles of all programs. Author agreed to it, including all programs already at C&I.

Title and catalog description modified according to EDC suggestions. **Approved**1. Motion to make a change to the title to read Engineering with Emphasis in Chemical and Materials Engineering Applications- Level 2. Author contacted the Curriculum Liaison to request the word applications be added. The Curriculum Liaison researched the course work and found out such courses already contain the word applications. Many of these courses are lecture/lab in which students are required to apply their problem solving learned skills.

Steve James: There is destructive overlap in job titles. All classes proposed are ENGR courses, which have lab assignments but they are not near meeting job requirements. Technology and Health division requires two years of experience. We are willing to collaborate with ENGR in helping students. Kristina Allende: There has been significant compromise in changing the titles of programs and in removing job titles from the catalog descriptions. The word applications does not only refer to technical jobs. The word is about problem solving and critical thinking. It will allow students to understand that it is a problem solving based program.Joe Denny: it is not just about the word technology, but the definition. Applications was used to replace the word technology, which has the same meaning and is different from what a typical engineering program offers. There is a fundamental difference in the Mechanical Engineering degree and Mechanical Engineering Application degree. There needs to be a distinction between programs in Engineering and those in the Tech & Health division. Adding applications to the title of these Engineering programs will cause more confusion. It would be better to leave them without the word “applications.”Michelle Sampat: There have been 2yrs of conversation and discussion. Both departments want what is the best for their students and that can be addressed by counseling. All of this comes down to one term “technology”. Engineering removed the word “technology” and reconfigured the entire title to capture the other aspects of the program based on the TOP code which is a CE code. This is a request by the author. There is little chance of confusion, and it has been confirmed that there is not destructive overlap because the programs are geared for specific populations.Matthew Judd: These programs need to be differentiated. ABET certification is important because it helps students get jobs.Jamaika Fowler: These certificates were initiated by strong work force, which refers to LMI data and references other colleges, so they were proposed as technology/technician programs like other colleges but they were offered under technology such as the programs already in our Health and Tech division. One of the concerns is that there were referenced programs from 4-yr institutions but there were not such majors. They were offered as technology programs but the curriculum did not contain technology curriculum. These is how the processed evolved.Kristina Allende. These issues have been addressed/changed. The programs have no overlap. There is no reference to technician anywhere. Finally, the word application does not refer to technology because it has a different connotation.Matthew Judd: CE program are not prohibited from being transfer programs. There are CE students learning skills and realize how good they are and then they transfer.For some students it will take a long time to get an Engineering degree, but in the meantime they can get a certificate that will help them obtain skills and this would benefit students.Steve James: Our program already offers those kind of programs to students and prepares them to transfer to Cal Poly. However, students taking PHYS and MATH courses will not be prepared to get a job. We teach them how to operate machines and tools.Kristina Allende: This is a CE program with transfer preparation. It is not a tech program creating technicians. The engineering department is creating them based on their advisory committee advice. Jonathan Hymer: There is potential, substantial overlap. Which will affect enrollment growth in our programs in an unintended fashion.Carolyn Robinson: These are trigonometry based programs so our students come with the background math needed. We have 16 programs for students to get the fundamentals, and then they will work their way up to the programs and get a job. The skills that students will learn can be applied, such as surveying. Their pay is potentially higher to start-off and while they continue their studies in engineering.Joe Denny: overlap of classes is not an issue, but the intent of the program. Applications vs. essentials. **VOTE: Yes: 8 No: 1 Abstained: 3**Motion to approved Pharmacy Technician program. Motion accepted.Approved, minor edits. Will ask about HCM1 move as required course. **Approved.**­­­­­­­­­­­­ |
| 1. **New Courses**
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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. AP 4235 Credit by Examination and AP 4285 Credit for Extra-Institutional Learning – M. Sampat
3. AP 4051 Course Equivalencies and Variances – J. Fowler
4. Proctoring Software Review Workgroup Recommendations – C. Impara
5. Curriculum Cultural Audit – K. Allende
 | Motion to move item 3 to Academic Senate1. None
2. None
3. Recommendation to form a work group. Unanimously recommended the proctoring software, which has the most flexibility and offers great customer service. **Recommended to Academic Senate.**
4. None
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| 1. **On Hold/Tabled Items**
2. AP 4027 Catalog Rights – K. Allende
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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 |