Curriculum and Instruction Council

October 08, 2024 Minutes

3:30 – 5:00 PM

Room 4-2440

X Malcolm Rickard, ***Co-Chair***

Madelyn Arballo*, VP, School of Continuing Ed*

George Bradshaw, *Admission & Records*

X Meghan Chen, *AVP Instruction* ***Co-Chair*** *Designee*

X Jamaika Fowler, *Articulation Officer*

Kelly Fowler, *VP Instruction* ***Co-Chair***

X Monika Chavez, *Library*

X Catherine McKee, *DL Coordinator*

X Briseida Ramirez Catalan, *School of Continuing Ed Faculty*

Roger Willis, Academic Senate Co-VP

X Christopher Jackson, *Outcomes Co-Coordinator*

X Pauline Swartz, *Assistant Curriculum Liaison*

X Sylvia Ruano, *Dean of Instruction*

X Dianne Rowley*, Faculty*

X Tania Anders, *Academic Senate President  
Student Representative, Vacant*

**Non-Voting Members**

X Irene Pinedo, *Curriculum Specialist II*

*X Lannibeth Calvillo, Curriculum Specialist II*

X Lesley Cheng*, Curriculum Specialist I*

**Guests**

X Jane Nazzal, AB 928 Faculty Coordinator

| **Meeting Agenda** | **Outcomes** |
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| 1. **Approval of Minutes:** |  |
| 1. **Public Comments** |  |
| 1. **Agenda Check** | Approved with flexibility. |
| 1. **Information**    1. AB 1111 Common Course Numbering (CCN) – M. Rickard       1. Phase I Courses Submitted in WebCMS       2. Recommended Action for Affected Courses and Programs Approved by Academic Senate       3. [Phase 2 Courses Released](file:///\\itfs02\Curriculum\1.%20EDC\EDC%202024-25\2024.10.01\ccn_phase_ii_memo.pdf)    2. AB 928 Implementation: Next Steps – M. Rickard & M. Chen       1. ADT Updates       2. [AB 2057 Chaptered](https://legiscan.com/CA/text/AB2057/2023)    3. Title 5 General Education Workgroup – M. Rickard       1. Survey       2. Town Halls    4. DL Approval Process Alignment – M. Rickard | 1. Common Course Numbering   1. All 6 CCN and honors versions of the courses were submitted by faculty. STAT support course has been submitted. ENGL submitted an embedded support course; this would be considered a new course. The CCN courses that had optional components did not submit the CCN templates. The Speech and Political Science CCN courses will most likely go on agenda next week. The others don’t exactly match or have all the information on the templates. 2. Faculty Senate approved the proposal for the batch updates to AB 1111 affected courses and programs. Departments need to submit minutes that consent to this proposal and need to identify faculty that will be assigned as an author. We will not be able to move forward with the recommendation until the department minutes have been received. 3. Phase 2 courses have been released. Tania needs to submit the list of faculty that would like to participate in the phase 2 faculty workgroups. Tania still needs representatives from English and Math.   2. AB 928 Implementation   1. ADTs still in progress: Child and Adolescent Development, Public Health, and Sociology. The other 26 ADTs have already been reviewed and approved by both EDC and C&I. 2. AB 2057 is part 2 of AB 928 and has recently been chaptered. This is to address the additional requirements that are needed for STEM ADTs. This will allow for 6 additional units for STEM transfer degrees. We should receive guidance from the Chancellor’s Office soon.   3. Title 5 General Education Workgroup   * 1. Workgroup created a survey with 5 questions to get feedback from campus regarding familiarity with local GE requirements.   2. First town hall is October 25th. The three sessions will be the same content. The time will include 30 minutes of background and then break out groups for each question. The general education philosophy statement will also be discussed. The committee gave feedback on the town hall flyer. The goal is to get the flyer out to the campus tomorrow. Tania will mention it in senate, and it will be sent out to all faculty and department chairs.   4. DL Approval Process Alignment   * 1. Malcolm sent Tania the documents. Malcolm clarified that the important piece of information to relay to faculty is that this will be the last term that faculty can apply for DL via the Smartsheet. |
| 1. **Acceptance of Minutes** 2. **Distance Learning Committee**    1. September 10, 2024 3. **Educational Design Committee Minutes**    1. None 4. **Outcomes Committee Minutes**    1. September 17, 2024 5. **Mapping and Catalog Committee Minutes** 6. None | a. Accepted.  a. Accepted. |
| 1. **New Courses** |  |
| 1. **New and Substantive Program Changes** |  |
| 1. **New Stand-alone courses** |  |
| 1. **Course Disciplines** |  |
| 1. **Items for Discussion or Action**    1. EDC Purpose and Function 2024-25    2. EDC Goals and Objectives 2024-25    3. C&I Purpose and Function 2024-25 – M. Rickard    4. C&I Goals and Objectives 2024-25 – M. Rickard    5. [EMCC Update](https://mtsac0-my.sharepoint.com/:p:/g/personal/pswartz_mtsac_edu/EV8n_8at9eRJtSagMJpUtZ8B09NSShI9GYWy25AcxSXpsA?e=7hy2ru&xsdata=MDV8MDJ8bGNhbHZpbGxvOUBtdHNhYy5lZHV8Nzg3MjQ0MGQ5NDU2NDAyZGQ0NmEwOGRjZWVlMmFiMWN8Y2M0ZDRiZjIwYTllNDI0MGFlZGVhN2QxZDY4OGY5MzV8MHwwfDYzODY0NzkwNzM0ODI3MTE5MnxVbmtub3dufFRXRnBiR1pzYjNkOGV5SldJam9pTUM0d0xqQXdNREFpTENKUUlqb2lWMmx1TXpJaUxDSkJUaUk2SWsxaGFXd2lMQ0pYVkNJNk1uMD18MHx8fA%3d%3d&sdata=Qi9pdjN6U1doTjYvS2swOG1IOEwwS3plVS82ZEpSRXd2cS81SXNJRkZhMD0%3d) – P. Swartz | 1. C&I requested that the ongoing positions are updated, and members are confirmed. Malcolm will send a copy to Tania to confirm EDC members. This will be reviewed again at a future meeting.  2. Motion to approve the EDC Goals and Objectives 2024-25 as presented. Approved.  3. The committee reviewed and made updates to the C&I Purpose and Function To be reviewed and approved again at a future meeting.  4. To be discussed during a future meeting.  5. Pauline gave a review and timeline of the EMCC from the beginning in 2020 to present. She also shared highlights and information about past events. Future Triple R event is on February 7th. Future goal is to incorporate DEISA language in the COR. Asking for senate to put out a call out for new members. Tania requested to know information of how many members are needed and if they need to represent specific areas. |
| 1. **On Hold/Tabled Items**    1. Equity-Minded Curriculum – Inclusive Language – M. Rickard    2. Programmatic Admissions Process – M. Chen |  |

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| 2024-25 Meetings  3:30-5:00PM  2nd & 4th Tuesdays | **Fall 2024**  September 10 & 24  October 8 & 22 | November 12 & 26  December 9 *(tentative)* | **Spring 2025**  March 11 & 25 | April 8 & 22  May 13 & 27 |  |