Curriculum and Instruction Council

October 22, 2024 Agenda

3:30 – 5:00 PM

Room 4-2440

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

Madelyn Arballo*, VP, School of Continuing Ed*

X George Bradshaw, *Admission & Records*

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

X Jamaika Fowler, *Articulation Officer*

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

X Monika Chavez, *Library*

X Catherine McKee, *DL Coordinator*

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

X Roger Willis, Academic Senate Co-VP

X Christopher Jackson, *Outcomes Co-Coordinator*

X Pauline Swartz, *Assistant Curriculum Liaison*

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 Coordinator

| **Meeting Agenda** | **Outcomes** |
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| 1. **Approval of Minutes:**   October 8, 2024 | Approved. |
| 1. **Public Comments** |  |
| 1. **Agenda Check** | Approved with flexibility. |
| 1. **Information**    1. Same Day Approval of C&I Minutes - need to submit courses for BOT approval November 13    2. Update Academic Senate Review of DL Approval Process Alignment    3. Update Batch Recommendation for Activity Courses and Work Experience Courses    4. No C&I Meeting October 29th | 1. C&I needs to approve the minutes today so the CCN courses can be placed on the Board of Trustees agenda.  2. Malcolm shared with senate that the DL Smartsheet will be discontinued at the end of this term and faculty will need to apply and renew DL through WebCMS. Malcolm will continue to share this information at senate.  3. There is only one course left from the courses that have activity hours. The instructor just responded, and it will be placed on agenda soon. For batch work experience, the proposals were created, and emails were sent out to departments that have work experience courses. Some have already responded and sent in their department minutes. Four courses were placed on the last EDC agenda. They will continue to be placed on agenda as the minutes are sent into the office of instruction.  4. There is no need to have the meeting on October 29th. |
| 1. **Acceptance of Minutes** 2. **Distance Learning Committee**    1. September 24, 2024 3. **Educational Design Committee Minutes**    1. October 1, 2024    2. October 8, 2024    3. October 15, 2024    4. October 22, 2024 4. **Outcomes Committee Minutes**    1. October 15, 2024 5. **Mapping and Catalog Committee Minutes** 6. None | Accepted.  Accepted.  Accepted.  Accepted  Accepted.  Accepted. |
| 1. **New Courses**    1. AIRC 50: Commercial Refrigeration    2. AIR 52: Supermarket Refrigeration Systems    3. AIRC 54: Transcritical CO2 Refrigeration Systems    4. NF 28L: Cultural and Ethnic Foods Laboratory    5. MUS 29B: Advanced Choral Workshop    6. MUS 31B: Advanced Concert Choir    7. MUS 44B: Advanced Vocal Jazz Ensemble    8. MUS 45B: Advanced Chamber Singers    9. MUS 51B: Advanced Contemporary A Cappella Ensemble    10. MUS 261A: Applied Music Audition Preparation    11. MUS 261B: Applied Music Recital Preparation | 1. Approved.  2. Approved.  3. Approved.  4. Approved.  5. Approved.  6. Approved.  7. Approved.  8. Approved.  9. Approved.  10. Approved.  11. Approved. |
| 1. **New and Substantive Program Changes** |  |
| 1. **New Stand-alone courses** |  |
| 1. **Course Disciplines** |  |
| 1. **Items for Discussion or Action**    1. Title 5 General Education Workgroup – M. Rickard & M. Chen       1. [Survey](https://mtsac.co1.qualtrics.com/jfe/form/SV_6nzc5culni4P47c)       2. Town Halls       3. [Mt. SAC General Education Philosophy Statement](https://acrobat.adobe.com/link/review?uri=urn%3Aaaid%3Ascds%3AUS%3Ac2ffc34c-d0ae-3883-9b09-41dbaf74a974) Review & Discussion    2. [Review Title 5 Section 55061 – Associate Degree Course Requirements](https://govt.westlaw.com/calregs/Document/IF46A8AC0770C11EEA58D8557403804AB?originationContext=document&transitionType=StatuteNavigator&needToInjectTerms=False&viewType=FullText&ppcid=30e9494317734fd7aa45c3fdf1b37b66&t_querytext=CR%28%22REGISTER%202019%22%20%2B3%2030%29&contextData=%28sc.Default%29#:~:text=Programs%20designed%20to%20provide%20transfer,semester%20/%204%20quarter%20units) – M. Rickard & M. Chen    3. EDC Purpose and Function 2024-25    4. C&I Purpose and Function 2024-25 – M. Rickard    5. C&I Goals and Objectives 2024-25 – M. Rickard | 1. Title 5 General Education Workgroup    1. Survey – there at 69 responses.    2. 12 people have signed up for the town hall on Friday. Tania is going to bring it up at senate executive again to have representation at the town hall. C&I members are also encouraged to attend. Malcolm and Meghan shared a sign-up sheet requesting C&I members to volunteer.    3. Council reviewed the Mt. SAC General Education Philosophy statement together. This is to provide the council members context and background for the town halls. 2. Malcolm reviewed points from the memo that was sent out to the Chancellor’s Office regarding the implementation of revisions to associate degree Regulations that was sent out on February 1, 2024. Discussion about the purpose of the town hall and what revisions need to have for the general education philosophy statement. The main discussion is what to do with Area E. Many of the courses in this area are part of programs, only two are standalone courses. The pattern from Sacramento is to streamline to make it easier for students to transfer. The question is how we streamline and still benefit our students. The impact of removing this section is not clear right now. Tania asked if we should include in our local GE philosophy statement that the Community College is a place for people to explore. The students that participated in the focus groups discussed that they want to complete less units and barriers to completing their degrees. Tania asked if the town hall would be a space to discuss any concerns or fears that people could have about Area E being eliminated. When something like this happened in the past, the discussions happened at the division level. Diane shared that at the Curriculum Institute, a lot of the colleges shared that they are making changes to their general education requirements based off the needs of their region. This discussion should happen at Mt. SAC. 3. Topic for the next meeting. 4. Topic for the next meeting. 5. Topic for the next meeting. |
| 1. **On Hold/Tabled Items**    1. Equity-Minded Curriculum – Inclusive Language – M. Rickard    2. Programmatic Admissions Process – M. Chen    3. EMCC Update – P. Swartz |  |

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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 |  |