Minutes
March 8, 2016

Mt. San Antonio College
Educational Design Committee

Building 17-3
1:30-3:00 p.m.

Members:	x	Liza Becker	x	Melissa Macias	x	Jennifer Olds
	x	Robert Bowen	x	Joumana McGowan, Co-Chair	A	Malcolm Rickard
	x	Timothy Engle	x	Jean Metter	x	Karol Ritz
	x	Jamaika Fowler	x	Donna Necke	x	Dianne Rowley
	x	Ron Kamaka	x	Bruce Nixon	x	Pauline Swartz
	x	Julie Laverty	x	Michelle Sampat, Co-Chair	x	Cecilia Thay

Carolina Navarro, Student Rep.

Irene Inouye, Curriculum Specialist
Reyna Casas, Assistant Curriculum Specialist

		Outcome
Approval of Minutes		
Approval of Consent Agenda	March 8, 2016	Approved
Action		
	Information	EDC is scheduled to meet every 2nd and 4th Tuesday of the month. Members will be notified in advance about cancellations. Committee was informed about an error in the group of Dance families previously approved. The families approved by EDC were not the version approved by Senate. This error is being corrected. **Will be moved to C&I as an information item.**

Course Proposals and Amendments may be viewed on WebCMS at https://webcms.mtsac.edu/

Discussion	What triggers a Modification status?	Michelle explained to this committee that the curriculum office follows the Chancellor's Office criteria to categorize courses as modification or 4-yr review. Modifications undergo EDC review which 4-yr review courses are approved on the consent agenda. There are changes in courses with 4-yr reviews status that do not pertain to CO criteria for modification such as topical outlines and measurable objectives. How do we make sure that a course topical outlines change does not overlap with other courses? There have been few cases within the last 10 years.
		Jean Metter analyzed topical outlines of 60 course proposals. She identified a few courses which had very minor changes (mostly rewording) and 4 courses that had added or removed a topic. Members discussed adopting a side-by-side review of current COR and existing COR during prescreening.
		Joumana shared that our current practice is effective and smooth. Additional layers of review are not necessary for all 4-yr review courses. If the flags significant changes faculty will be notified to contact all areas where overlap may be perceived and the course will be placed on the EDC review agenda for the committee to discuss
		It was noted that changes aren't always easy to spot.
		There is no process that is foolproof. This proposed process improves the current process and should not create a backlog. Michelle suggests to present senate the statistics 4 of 60 courses and a few overlaps over 10 yr. period.
		Discussion will continue
Subcommittee for GE and Transfer		
Issue Bin		

Review Agenda – Refer to attachment.

	Courses/Programs	**Date Received**	New	Inactivate	Amend	**Review Date/Action/Comments**
Noncredit	Secondary Education	2/26/2016			x	**HOLD** until clarification of required elective courses.
DL	FIRE 1	12/17/2015				**Approved**
	FIRE 2	12/17/2015				**Approved**
	FIRE 13	12/17/2015				**Approved**

Degree or Certificate Mt. SAC Number	**Programs**		New	Inact	Amend	**Review Date/Action/Comments**

2015-16 Meetings 1:30—3:00	**Fall 2015** September 1 8, 15, 22, 29	October 6, 13, 20, 27 Cancelled November 3, 10, 17, 24 December 1, 8	**Spring 2016** February 23 March 8, 22 April 12, 26	May 10, 24

Status	Action	Course ID	Title	Information
Approved on Consent Agenda	4-yr	DSPS LRND1	Clinical Speech Instruction	4-year review
Approved on Consent Agenda	Del	FASH 30	Fashion Design and Product Developme	
Approved on Consent Agenda	Del	KINF 10	Weight Training	
Approved on Consent Agenda	Del	KINF 34	Cardiorespiratory Training	
Approved on Consent Agenda	Del	KINF 38	Aerobics	
Approved on Consent Agenda	Del	KINS 10	Soccer	
Approved on Consent Agenda	Del	KINS 2	Basketball	
Approved on Consent Agenda	Mod	VOC AR222	Advanced Digital Design, Illustration and	Mod - changing Course ID from VOC ARC28 (title change and credit re-numbering)
Approved on Consent Agenda	New	VOC CSB10	Office Skills	
Approved on Consent Agenda	New	VOC CSB11	Computer Information Systems	New noncredit course, created at the request of credit, accurately reflects CISB 11
Approved on Consent Agenda	New	VOC PHO05	Digital Cameras and Composition	New noncredit course, created at the request of credit, accurately reflects PHOT 5
Approved, minor edits	4-yr	CNET 62	Network+ Cert Preparation	
Approved, minor edits	Mod	MICR 1	Principles-Microbiology	Pulled form Consent Agenda for review.
Approved, minor edits	Mod	VOC AR121	CADD and Digital Design Media Level 1	Formerly VOC ARC16 Credit division has re-number ARCH course IDs and has requested that noncredit also re-number and change titles as appropriate
Approved, minor edits	New	VOC PHO29	Practices for Commercial Artists	New noncredit course, created at the request of credit, accurately reflects PHOT 29