Curriculum and Instruction Council

March 14, 2023 Minutes

3:30 – 5:00 PM

Room 4-2440

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

X Madelyn Arballo*, Provost, School of Continuing Ed*

George Bradshaw, *Admission & Records*

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

X Jamaika Fowler, *Articulation Officer*

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

Hong Guo, *Library*

X Carol Impara, *DL Coordinator*

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

X Sara Mestas, *VP Academic Senate*

Christopher Jackson, *Outcomes Co-Coordinator*

X Dianne Rowley, *Assistant Curriculum Liaison*

Sylvia Ruano, *Dean of Instruction*   
Om Tripathi, *Faculty*

X Roger Willis, *Academic Senate President  
Student Representative, Vacant*

Jimmy Tamayo, *Faculty*

**Non-Voting Members**

X Irene Pinedo, *Curriculum Specialist II*

*X Lannibeth Calvillo, Curriculum Specialist II*

X Lesley Cheng*, Curriculum Specialist I*

**Guests**

| **Meeting Agenda** | **Outcomes** |
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| 1. **Approval of Minutes:** February 28, 2023 | Approved. |
| 1. **Public Comments** | Roger requested a site visit via zoom from ASCCC to provide information on lab vs activity hours. This will help us resolve existing issues with classes that have activity hours, learn about any articulation issues, and receive an update on calculating of activity hours. He will work with Malcolm to arrange the visit once he hears back from them.  2 new curriculum co-coordinators, Pauline Swartz and Ann Walker, were voted in by Academic Senate. They may join us and participate in meetings as guests. |
| 1. **Agenda Check** | Approved agenda with flexibility. |
| 1. **Information** | CSUs made recommendation to chancellor office for AP 928 pathway regarding the American institution requirement being upper division only. This would affect our political science and history departments. If the recommendation is approved this would go forward together to chancellor’s office on May 31st. Academic Senate is writing a letter to ASCCC in support of the political science and history faculty. Academic Senate should consider reasons for change. Speculation on the Associate for Transfer and CSUs being able to graduate students in time, the impact to other courses in areas C and D, and unintended consequences from legislation. |
| **Acceptance of Minutes**   1. **Distance Learning Committee** 2. November 22, 2022 3. **Educational Design Committee Minutes** 4. February 28, 2023 5. March 7, 2023 6. **Outcomes Committee Minutes** 7. November 15, 2022 8. **Mapping and Catalog Committee Minute**   None | 1. Approved. 2. Approved. 3. Approved. 4. Approved. |
| 1. **New Courses** 2. AGOR 80 – Cannabis the Plant and Industry 3. AGOR 81 – Cannabis Cultivation 4. AGOR 82 – Cannabis Advanced Cultivation 5. AGOR 83 – Cannabis Facilities and Operations Management 6. AGOR 90 – Work Experience in Cannabis Operations 7. BUSA 61 – Corporations & Partnerships Taxation 8. BUSA 62 – Accounting Ethics and Leadership | 1. Approved. 2. Approved. 3. Approved. 4. Approved. 5. Approved. 6. Approved. 7. Approved. |
| 1. **New and Substantive Program Changes** 2. Cannabis Operations AS 3. Cannabis – Level 1 Certificate 4. Cannabis – Level 2 Certificate | 1. Approved. 2. Approved. 3. Approved. |
| 1. **New Stand-alone courses** |  |
| 1. **Course Disciplines** |  |
| 1. **Items for Discussion or Action** 2. Impact on programs that include MATH 71 or MATH 71 as prerequisite course – M. Rickard 3. Curriculum Submission Deadline – M. Rickard | 1. Implementation guide was sent out by the Chancellor’s office earlier today. Waiting for more details. Discussion to be continued. 2. Waiting to get feedback from CE faculty that have concerns about the deadline delaying updates necessary for their programs. Roger will meet with them within the next few weeks and bring feedback to C&I. Consider how often CE programs and courses are supposed to be reviewed. Before there was discussion of a hard deadline for December 31. Now we are discussing having some flexibility and prioritizing proposals for articulation requests and changes that will impact the catalog. Also discussed DLC potentially implementing a deadline so there is more alignment with EDC deadlines. DL committee discussed integrating DL form into WebCMS. The form has been around for 20 years and has not been updated since then. Committee would first like to review the form and see if it’s still meeting regulation and if it can be simplified. |
| 1. **On Hold/Tabled Items** 2. AP 4024 Units-to-Contact-Hour Relationship – M. Rickard 3. [AP 4020](https://www.mtsac.edu/governance/trustees/apbp/AP4020.pdf) Program and Curriculum Development – M. Chen, M. Rickard |  |

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| 2022-23 Meetings  3:30-5:00PM  2nd & 4th Tuesdays | **Fall 2022**  September 13 & 27  October 11 & 25 | November 8 & 22 | **Spring 2023**  March 14 & 28 | April 11 & 25  May 9 & 23 |  |