



CURRICULUM & INSTRUCTION COUNCIL

November 14, 2017 Minutes

Building 4-2440

3:30 P.M. – 5:00P.M.

E Madelyn Arballo, *School of Cont. Education*
 X George Bradshaw, *Admission & Records*
 X Jamaika Fowler, *Articulation Officer*
 X Scott Guth, *Faculty*
 X Cristina Hernandez, *Faculty*
 X Julie Laverty, *Guest and Asst. Curriculum Liaison*

E Irene Malmgren, **Co-Chair**
 X Joumana McGowan, *Associate VP Instruction*
 X Dana Miho, *Faculty*
 X Martin Ramey, *Academic Senate President*
 Fatima Michelle Salazar, *Student Rep.*

X Michelle Sampat, *Associate Dean of Instruction*
 X John Vitullo, **Co-Chair**
 X Sandra Weatherilt, *D.L. Coordinator*
 X Emily Woolery, *Outcomes Coordinator*

Meeting Agenda	Outcomes
I. Approval of Minutes October 24, 2017	Approved
II. Public Comments	
III. Information	
IV. Acceptance of Minutes A. Distance Learning Committee Minutes 1. September 26, 2017 2. October 10, 2017 B. Educational Design Committee Minutes 1. October 24, 2017 2. October 31, 2017 3. November 7, 2017 C. Equivalency Committee Minutes D. Outcomes Committee Minutes 1. October 17, 2017 E. Transfer and General Education Subcommittee Minutes November 8, 2017 F. Content Review Committee Minutes	Accepted Accepted Accepted Accepted Accepted Accepted Accepted
V. New or Substantive Program Changes, New Courses, and Course Disciplines A. Civil Engineering Technology – M. Mason B. Mechanical Engineering Technology- M. Mason C. Software Engineering- M. Mason D. Unmanned Aircraft System (new 15 unit certificate) E. ANTH 5H New course F. ARTD 75 New course G. AERO 160 New course H. AERO 210 New course	a., b., c., There is a concern about the unit value of the Civil Engineering Technology Cert., Mechanical Engineering Technology Cert., and Software Engineering Cert. Martin Mason shared with the council the background in the developing of the program. This council recommended repackaging all three certificates into certificates that will appear on students' transcripts (Chancellor's Office approved). John will assist engineering faculty with the process. Tabled. d. The council requested clarification on possible overlap with similar Photography program. John will arrange a meeting with both departments. Tabled. e. Approved f. Approved g., h. The council requested clarification on possible overlapping with Photography Courses. Tabled.
VI. New Stand-alone Courses	

Meeting Agenda		Outcomes	
VII.	Course Unit Change Report A. HRM 52 (units increased from 1.5 to 2) B. ARTD 23B (units increased from 1.5 to 3)	a.	Approved
		b.	Approved
VIII.	Items for Discussion or Action A. Courses from the Code Alignment Project – J. Vitullo B. AP 4285 C. Disciplines D. MATH courses prerequisites changes – J. Vitullo E. Adding a Catalog Section to this Agenda – M. Sampat	a.	There are courses with codes that have to be aligned (corrected) with programs codes. In order to do so John is proposing the following <ul style="list-style-type: none"> - Faculty will report the correction to their respective department. Departments must reflect it in minutes, which then will be submitted to the Curriculum office. - The curriculum office will create the proposal reflecting only the correction of the wrong code. Minutes will be attached to the COR. - Curriculum office will fast track this COR proposals placing them on EDC consent agenda. - There was a discussion about the COR's effective term. Approved.
		b.	Kept on agenda
		c.	Kept on agenda
		d.	The Math department has created slight language modification to course prerequisites due to the change to multiple measure placement. "Current department placement test" will change to "appropriate placement." John proposed that these changes in WebCMS be handled similarly to the code alignment project. <ul style="list-style-type: none"> - The curriculum office will create the proposal reflecting only the language change on the prerequisites. Minutes will be attached to the COR. - Curriculum office will fast track this COR proposals placing them on EDC consent agenda. - There was a discussion about the COR's effective term. Approved.
		e.	Kept on agenda
IX. On Hold Items			
2017-18 Meetings 3:30-5:00 2 nd & 4 th Tuesdays	Fall 2017 September 12 & 26 October 10, 24	November 14 & 28 December 12,	Spring 2018 March 13 & 27
			April 10 & 24 May 8 & 22