

Humanities Curriculum Committee

MINUTES

Wednesday, February 26, 2014

SANTA ANA COLLEGE

Mission Statement

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Attendance:

Monica Collins, Zach Fish, Javier Galvan, Elissa Hassel, Shelly Jaffray, Wenona Kossler and Kathy Patterson

- 1) Minutes from 11/13/13 – approved
- 2) Curriculum and Instruction Council Report – Kathy Patterson
We have 22 AATs we are doing really well. When AAT (now ADT) is approved you will have 18 months to get it done.
Reminder from Bonnie Jaros – put all docs on SharePoint by mid-March (all and any docs NOT in DPP).
Web pages need to be updated by end of semester. Need to have program SLOs and assessment of those SLOs by the end of April.
Javier shared how to use Sharepoint to upload documents.
- 3) Dean's Report – Shelly Jaffray
See above.
- 4) Quadrennials:
Ratify Approval: ENGL 211 – Name change and TMI added – approved.

Quadrennials:

ASIA 101

ENGL N50, 212, 214, 215, 233D

ESL N88

EMLS 055, 107, 109, 110, 112

ETHN – ADT

PHIL – ADT

Humanities Curriculum Committee

Minutes – 2/23/11

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Attendance: Zachary Fish, Martha Guerrero-Phlaum, Elissa Hassel, Shelly Jaffray, Wenona Kossler, Leti Lopez, Kathy Patterson, Ted Shigematsu, Angie Veyna

Minutes from 2/9/11 meeting - approved

Curriculum and Instruction Council Report – No meeting, no report.

TLC & IE&A – In Sharon Whelan's absence there was no report.

PAPR – Modern Languages Department – Kathy Patterson paraphrased the report, there was much discussion regarding the PAPR, with commendations from everyone for Martha Guerrero-Phlaum's hard work, the inter-discipline focus and the comprehensiveness of the report. Although it was not necessary to "approve" the committee is comfortable with moving it forward.

Other

Curric-U-net – There was a great deal of discussion regarding the multitude of problems confronting faculty with the new system. The committee was reminded to contact either Toni Withey and/or Sylvia Turner notifying them of the problems so that they can address them with the company, they were also reminded that this semester is to be considered "a work in progress" and not to become frustrated with the problems. Specifically, there was discussion regarding the Common Course issues. Pam will notify Sharon regarding these concerns and will discuss them with her.

Meeting adjourned.

NEXT MEETING WEDNESDAY, March 9, 2011 3:30 D-202

Humanities Curriculum Committee
Minutes – 2/9/11

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Attendance: Zachary Fish, Martha Guerrero-Phlaum, Shelly Jaffray, Wenona Kossler, Kathy Patterson, Ted Shigematsu, Angie Veyna, Sharon Whelan

Minutes from 11/10/10 meeting - approved

Curriculum and Instruction Council Report – Meeting was cancelled – no report.

Zach Fish volunteered to serve as Molly Colunga's replacement for the spring semester.

TLC & IE&A – Sharon Whelan reported that there has not yet been a TLC meeting.

IE&A focused on the methods the college is using to incorporate The Last Lecture, this year's "Book of the Year" and is currently soliciting suggestions for next year's book. Yolanda Garcia is the contact. The BSI Committee is now headed by Mary Huebsch. The committee has suggested that teaching techniques be infused into the PAPR's and is coming up with a "cheat sheet" with cues that will make the guidelines easier to understand and incorporate. PAPR's are due March 15? Ethnic Studies will be ready by 3/9, Foreign Languages will follow.

Reading Proficiency (something else here I did not catch) has been put off.

Curric-u-net – Sharon would welcome feedback on the Curric-u-net process and reminded faculty before you send the courses forward, be sure to consult with all faculty members in your department.

Quadrennial List – Discussion regarding assignments.

PAPR – Reading Department – Discussion regarding the PAPR, high praise for Molly's work and the inter-discipline sharing. Although it was not necessary to "approve" the committee is comfortable with moving it forward.

TMI – Humanities & Readiness Checklist

ENGL 101 – approved

ENGL 102 – approved

ENGL 103 – approved

PHIL 110 – approved

Meeting adjourned.

NEXT MEETING WEDNESDAY, February 23, 2011 3:30 D-202

Humanities Curriculum Committee

Minutes – 3/09/11

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Attendance: Zachary Fish, Martha Guerrero-Phlaum, Wenona Kossler, Leti Lopez, Kathy Patterson, Ted Shigematsu, Irene Soriano, Angie Veyna

Minutes from 2/23/11 meeting - approved

Curriculum and Instruction Council Report – Zach Fish reported the following:

- 1) Discussion regarding Common Courses, Curricunet and SCC. Bonnie assured the council that the issues that could bar the correct information from getting in next year's catalog were being taken care of.
- 2) Exercise Science will change its name to Kinesiology as will the California Community College Physical Education Association (CCCPEA).
- 3) PAPR's are due to TLC by 3/15/11.

TLC & IE&A – Sharon Whelan reported the following:

- 1) Form C will be due by every department, every semester.
- 2) The Last Lecture activities will be held in April culminating with an event in Phillips Hall on April 20th. Several titles were suggested for next year's book of the year. Look for an email from Bonnie and vote for your favorite book.
- 3) BSI - This year's thrust will be on research. Darla Cooper will be on campus 4/8 from 9:00 to 11:00am and again on 4/29 to discuss "Data Coaching", classroom based research and program evaluation. Discussion regarding data and data collection followed. Your attendance is encouraged. Kudos were given to all staff who participated in the presentation that was made at the recent FIN conference.

PAPR – Ethnic Studies Department – Angie Veyna addressed the report and the committee discussed it. The committee approved it.

Other - Committee members were reminded to work on Quadrennials.

Meeting adjourned.

NEXT MEETING WEDNESDAY, April 13, 2011 3:30 D-202

Humanities Curriculum Committee

Minutes – 4/13/11

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Attendance: Zachary Fish, Martha Guerrero-Phlaum, Shelly Jaffray, Wenona Kossler, Leti Lopez, Reina Sanabria, Ted Shigematsu, Angie Veyna

Minutes from 03/09/11 meeting - approved

Curriculum and Instruction Council Report – Zach Fish reported the following:

- 1) CIC approved a Sports Ethics course in Exercise Science. Lively discussion ensued.
- 2) Paula Canzona reported (in CIC) that AA-T degree regional task force will be meeting at OCC on 4/20/11 and encourage faculty to come and discuss with colleagues. Also AA-T options for Math, History, Theatre and Criminal Justice are forthcoming and will be approved at next meeting.
- 3) Computer Proficiency sub-committee met and voted to meet again. Hope to meet October deadline.
- 4) PAPRs – Bonnie Jaros has asked faculty to use more quantitative course level comparison data when writing PAPRs.

TLC & IE&A – Sharon Whelan reported the following:

- 1) IE&A was cancelled.
- 2) “Wisdom of Words”, The Last Lecture activity, will be held in Phillips Hall on Wednesday, April 20, 2011 10:00-11:30am. Look for an email from Bonnie and vote for your favorite book.

Other - Committee members were asked to review Quadrennial list, were reminded that only two meetings remain and asked to quickly begin the necessary revisions.

Meeting adjourned.

NEXT MEETING WEDNESDAY, April 27, 2011 3:30 D-202

Humanities Curriculum Committee

Minutes – 4/27/11

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Attendance: Zachary Fish, Martha Guerrero-Phlaum, Shelly Jaffray, Wenona Kossler, Leti Lopez, Ted Shigematsu, Angie Veyna

Minutes from 4/13/11 meeting - approved

Curriculum and Instruction Council Report – Zach Fish reported the following:

- 1) PAPRs – Bonnie Jaros reported that the PAPER cycle has been completed next Fall SAC will begin again. All of the PAPRs are posted on “Inside SAC.” Bonnie stressed that she would like faculty use more quantitative course level comparison data when writing PAPRs as it provides a better way to track goals. The next “data collection” workshop with Darla Cooper will be on Friday, April 29, 2011 from 9-12:00pm.
- 2) ESFI courses were approved (foregoing the ‘second reading’ step) in order to accommodate State requirements.

TLC & IE&A – Sharon Whelan reported the following:

- 1) “House on the Corner of Bitter and Sweet” was selected as next year’s Book of the Year. The committee hopes that that the college will adopt the book and be able to incorporate into their curriculum. It is a timely topic as the Japanese Internment will be linked to the college next year and in fact, honorary degrees will be conferred upon special guests at next year’s commencement.
- 2) IE & A has focused on the strategic plan and the end of year report for Fall 10/Spring 11. There are plans to create a mobile web site that can be accessed through students’ phones. At the May 18th meeting the committee hopes to present a draft of the Budget Allocation Model.

Quadrennials

CHIN 101, 102 N90A, N09B; FREN 211, 214; SPAN 213 – APPROVED with changes.

ESL N40AB, N49, N88, N89, N92, N93, N94, N95, N97, N98; EMLS 112 – APPROVED with changes.

PHIL 144, 118 – APPROVED with changes.

Other

Reports from the State legislature suggest that the May Revise will be released 5/15/11.

Repeatability – rules for course repeatability may change yet again, proposing that students may only repeat a course 3 times – as opposed to the 7 times that they can retake it now.

Meeting adjourned.

NEXT MEETING WEDNESDAY, May 11, 2011 3:30 D-202

Humanities Curriculum Committee

Minutes – 5/11/11

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Attendance: Zachary Fish, Martha Guerrero-Phlaum, Shelly Jaffray, Leti Lopez, Kathy Patterson, Angie Veyna

Minutes from 4/27/11 meeting – approved w/changes

Curriculum and Instruction Council Report – Zach Fish reported that the Computer Proficiency issue is still alive. The topic will be moved to next fall. Bonnie Jaros is stepping down and Kesha Hondo will be taking her place.

TLC & IE&A – No report in Sharon Whelan's absence.

Quadrennials

CHIN 101, 102 FREN 211, 214; SPAN 213 – APPROVED with changes.

ENGL 233A, 061 – APPROVED with changes.

ESL N098A – APPROVED with changes.

Meeting adjourned.

NEXT MEETING – Next Semester, Dates not yet determined

Humanities Curriculum Committee

Minutes – 9/28/11

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Attendance: Molly Colunga, Zachary Fish, Martha Guerrero-Phlaum, Jim Harris, Elissa Hassel, Shelly Jaffray, Leti Lopez, Kathy Patterson, Angie Veyna

Minutes from 5/11/11 meeting – approved

Curriculum and Instruction Council Report – Molly Colunga

- CIC has met twice.
- PAPR Appendix C must be to the Deans by March 15, 2012 (for previous fall) and September 15, 2012 for spring. (Bonnie will hold a clinic at an upcoming Academic Senate meeting.)
- 19 QT geared more towards assessment.
- AAT - new course ID#'s, there will be an addendum to the catalog.
- Computer Proficiency requirement is still being assessed. Molly will inform the committee when it comes to CIC for approval.

TLC & IE&A – No report.

Quadrennials

Update from Curriculum not available. Continue to work on known Quadrennials.

Other

Committee requested Anh-Phuong Tran come to the next meeting to demonstrate Curriconet. Pam will check with her. Committee would like to suggest to Dr. Rose that communication between the colleges (and colleagues) be professional.

Jim Harris reported the following:

- There will be a \$10.00 fee increase beginning with the Summer session.
- A 10% cut is possible for Fall 2012.
- Add codes posed a tremendous problem for students/faculty and staff.

Meeting adjourned.

NEXT MEETING – Wednesday, October 26, 2011

Humanities Curriculum Committee
Minutes – 10/12/11

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Attendance: Molly Colunga, Zachary Fish, Martha Guerrero-Phlaum, Jim Harris, Shelly Jaffray, Leti Lopez, Kathy Patterson, Ted Shigematsu, Angie Veyna

Minutes from 9/28/11 meeting – approved w/corrections.

Curriculum and Instruction Council Report – Molly Colunga

- ESL N97 – no rationale attached. C&I will need in two weeks
- Monday, October 24th is the 1st reading for Computer Proficiency.
Humanities committee suggests: a) Students already know more than faculty, b) requirement was ground breaking when it was originally introduced, c) additional 3 units required are 'hidden' units, d) no other community college requires it.
- Departments are asked to 'clean up electives' and ask department chairs to look closely at their majors and report any problems to their Dean by March 15.
- Faculty were reminded to work on their electronic portfolios. (insidesac.edu)

TLC & IE&A – No report.

Quadrennials

Anh-Phuong Tran will be at the next Humanities curriculum meeting to do a *Curricunet* inservice.

Questions: If we re-do quadrennial cycle will it affect SCC? Is it possible to do it? Should all curriculum be re-done in *Curricunet* and then placed in a 'holding' pattern until it is time for them to be approved?

Other

Jim Harris discussed 'TBA' course and the way that lab hours are reported to the state (i.e. compliance issues, etc.).

There may need to be significant changes, specifically as it relates to the Modern Language classes and the inability to reconfigure classroom/labs.

Meeting adjourned.

NEXT MEETING – Wednesday, October 26, 2011

Humanities Curriculum Committee

Minutes – 10/26/11

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Attendance: Molly Colunga, Zachary Fish, Martha Guerrero-Phlaum, Elissa Hassel, Jim Harris, Shelly Jaffray, Kossler, Wenona, Leti Lopez, Kathy Patterson, Ted Shigematsu, Rachel Sosta, Angie Veyna

Minutes from 10/12/11 meeting – approved

Curricunet – Anh-Phuong Tran provided the committee with a curricunet tutorial. Question and answer period followed.

Curriculum and Instruction Council Report – Molly Colunga

- Monday, November 7th is the vote for Computer Proficiency, all are encouraged to attend.
Humanities committee adamantly opposes proposal.
- Departments are asked to 'clean up electives' and ask department chairs to look closely at their majors and report any problems to their Dean by March 15.
- Faculty were reminded to work on their electronic portfolios. (insidesac.edu)

TLC & IE&A – Discussion regarding changes in the way the DPP is done. Department objectives can be found on insidesac.edu

Meeting adjourned.

***(Faculty are encouraged to work on Quadrennials from the last approved list from Curriculum/Dr. Rose.)**

NEXT MEETING – Wednesday, November 9, 2011

Humanities Curriculum Committee

Minutes – 10/26/11

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Attendance: Molly Colunga, Zachary Fish, Martha Guerrero-Phlaum, Jim Harris, Shelly Jaffray, Kathy Patterson, Rachel Sosta, Angie Veyna

Minutes from 10/26/11 meeting – approved

Curriculum and Instruction Council Report – Molly Colunga

- Computer Proficiency was voted down.
- Dennis Gilmour had two suggestions regarding retroactive credit for students:
 - a) that the Computer Proficiency requirements be considered retroactive, and
 - b) that the student's ability to 'double count' courses for majors. Discussion ensued. If necessary, Molly will relay Humanities Department issues re: possible liability, individual waivers, etc.
- SCC has asked that 'Certificate of Achievement' be changed to 'Certificate of Proficiency' for untranscribed courses. Discussion ensued. The Humanities Department voted to adopt the Title 5 Language.
- Academic probation and dismissal. Discussion followed. Committee decided to wait to act on this until there is more information available.

TLC & IE&A – Jim Harris

- DPP's need to be done ASAP. Department objectives can be found on insidesac.edu
- Budget applications need to be completed by December 9th.

Quadrennials

Keep working on the quadrennial list.

Meeting adjourned.

Next Meeting: Wednesday, November 22, 2011 @ 3:30pm in D-202

NEXT MEETING – Wednesday, November 9, 2011