



Santa Ana College

1530 W. 17th St, Santa Ana, CA 92706

MINUTES
CURRICULUM AND INSTRUCTION COUNCIL
Monday, September 17, 2018
2:00 pm
S-215

Present: P. Canzona, C. Coyne, I. Hernandez, S. Jaffray, K. Khalid, J. Lamb, J. Macdonald, S. Mathot, K. Patterson, C. Pierce, M. Pineda, K. Robinson, B. Sos, D. Vu.

Absent: M. Aguilar-Beltran, D. Deluna, N. English, L. Pedroza, M. Steckler

Guest: C. Kushida, M. Liang, D. Mixer, K. Ross, T. Verduzco

I. PUBLIC COMMENTS

No public comments were made.

II. APPROVAL OF MINUTES

The minutes of August 27, 2018 were approved.

Mover: C. Coyne

Seconded by: D. Khalid

Ayes: C. Coyne, S. Jaffray, K. Khalid, J. Macdonald, S. Mathot, C. Pierce, M. Pineda, K. Robinson, B. Sos, D. Vu.

Abstentions: None

III. CURRICULUM

See comments and approvals in subsequent pages.

IV.a. Accreditation Report

No report provided.

IV.b. Articulation Report

If any department is working on revising their transfer degrees, contact Paula if assistance is needed.

IV.c. CurricUNET Update

B. Sos once again requested that all CIC members log-in to META's test environment to ensure that all kinks are discovered before going live. He asked that courses and programs be built and revised in the system and report any errors in software as well as challenges. He stated that this is an opportunity to do some data clean up within the departments so that unnecessary courses are not carried into META.

Curriculum Office will send link to all members as well as log-in details.

IV.d. Guided Pathways

K. Patterson reported that Career and Academic Pathways for Success (CAPPS) is being considered as the branding name of Meta Majors.

J. Lamb stated that the banding name and acronym are being reconsidered as they are too close to Career Advanced Placement (CAP). He also mentioned that mapping and academic advising were merging to become one team.

V. PREREQUISITE PROCESS – B. Sos

B. Sos provided an overview of the prerequisite process, which included requirements for establishing prerequisites, co-requisites and advisories. He expressed the importance of on-going validation of requisites. Advisories also need to fall in line with the current AB 705 guidelines.

B. Sos stressed that procedures and policies for requisites need to be in place and reviewed on a regular basis, as impact to other programs is crucial. Discussion followed.

Curriculum Office will forward prerequisite presentation to all CIC members.

VI. OTHER

K. Patterson expressed concerns with shared curriculum processes and the impact course and program changes has on programs at both campuses.

B. Sos stressed the importance of communicating with SCC faculty as it relates to shared curriculum. At this time, department chairs and division CIC representatives are expected to monitor changes and communicate between campuses. Discussion followed.

CIC members requested that the Curriculum Office forward all future SCC CIC agendas to the membership.

Meeting adjourned at 4:00 p.m.

Mission Statement

Santa Ana College inspires, transforms and empowers a diverse community of learners.

Vision Statement

I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

III.a. CONSENT AGENDA from TECHNICAL COMMITTEE

Revised Courses without Catalog Changes

No courses to review

Revised Courses with Minor Catalog Changes

No courses to review

Course Deactivations

No courses to review

Removal of Deactivated Courses from General Education Plans

No courses to review

Removal of Deactivated Courses from Programs

No programs to review

Revised Program with Minor Catalog Changes

No programs to review

Program Deletions

No programs to review

Course SLO Revisions

No courses to review

Program SLO Revisions

No programs to review

Mission Statement

Santa Ana College inspires, transforms and empowers a diverse community of learners.

Vision Statement

I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

III.b. CURRICULUM ITEMS

Items 1 – 5 were presented and discussed.

DISCUSSION ITEMS (1st READINGS)

New Courses

No courses to review

Revised Courses

1. Accounting 102, Managerial Accounting
 - a. Prerequisite
 - b. Distance Education
2. Chinese 102, Elementary Chinese II
 - a. Prerequisite
3. Fire Academy 018B, Beginning Fire Physical Ability Training
4. Fire Academy 018C, Intermediate Fire Physical Ability Training
5. Fire Academy 018D, Advanced Fire Physical Ability Training

New Programs

No programs to review

Revised Programs

No programs to review

Mission Statement

Santa Ana College inspires, transforms and empowers a diverse community of learners.

Vision Statement

I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

III.c. CURRICULUM ITEMS

Items 6 – 9 and 15 were approved.

Mover: S. Jaffray
Seconded by: K. Patterson
Ayes: C. Coyne, S. Jaffray, K. Khalid, L. Lamb, J. Macdonald, S. Mathot, K. Patterson, C. Pierce, M. Pineda, K. Robinson, B. Sos, D. Vu.
Abstentions: None

Items 6 – 8 and 15 with prerequisites were approved.

Mover: C. Coyne
Seconded by: D. Khalid
Ayes: C. Coyne, S. Jaffray, K. Khalid, L. Lamb, J. Macdonald, S. Mathot, K. Patterson, C. Pierce, M. Pineda, K. Robinson, B. Sos, D. Vu.
Abstentions: None

Items 16 – 54 were approved.

Mover: K. Patterson
Seconded by: J. Macdonald
Ayes: C. Coyne, K. Khalid, J. Lamb, J. Macdonald, S. Mathot, K. Patterson, C. Pierce, M. Pineda, K. Robinson, B. Sos, D. Vu.
Abstentions: None

Items 16 – 54 with prerequisites and co-requisites were approved.

Mover: K. Patterson
Seconded by: K. Robinson
Ayes: C. Coyne, K. Khalid, J. Lamb, J. Macdonald, S. Mathot, K. Patterson, C. Pierce, M. Pineda, K. Robinson, B. Sos, D. Vu.
Abstentions: None

Items 16 – 54 with Distance Education were approved.

Mover: C. Coyne
Seconded by: K. Robinson
Ayes: C. Coyne, K. Khalid, J. Lamb, J. Macdonald, S. Mathot, K. Patterson, C. Pierce, M. Pineda, K. Robinson, B. Sos, D. Vu.
Abstentions: None

Items 16 – 54 with Honors were approved.

Mover: D. Khalid
Seconded by: K. Robinson
Ayes: C. Coyne, K. Khalid, J. Lamb, J. Macdonald, S. Mathot, K. Patterson, C. Pierce, M. Pineda, K. Robinson, B. Sos, D. Vu.
Abstentions: None

Mission Statement

Santa Ana College inspires, transforms and empowers a diverse community of learners.

Vision Statement

I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

Items 58, 61 and 63 were approved.

Mover: J. Macdonald

Seconded by: K. Robinson

Ayes: C. Coyne, K. Khalid, J. Lamb, J. Macdonald, S. Mathot, K. Patterson, C. Pierce, M. Pineda,
K. Robinson, B. Sos, D. Vu.

Abstentions: None

Items 65 – 74 were approved.

Mover: K. Robinson

Seconded by: D. Khalid

Ayes: C. Coyne, K. Khalid, J. Lamb, J. Macdonald, S. Mathot, K. Patterson, C. Pierce, M. Pineda,
K. Robinson, B. Sos, D. Vu.

Abstentions: None

ACTION ITEMS (2nd READINGS)

New Courses

6. American Sign Language 211, American Sign Language IV
 - a. Prerequisite
7. Criminal Justice Academies 034D, Courthouse Operations
 - a. Prerequisite
8. Music 245, Intermediate Jazz Improvisation and Performance Workshop
 - a. Prerequisite
9. Theatre Arts 169, Cooperative Work Experience-Entertainment
10. Vocational – Business 102, Introduction to Desktop Publishing using Adobe InDesign – **PULLED**
 - a. Recommended Preparation
11. Vocational – Business 242, Introduction to Vector Graphics Using Adobe Illustrator – **PULLED**
 - a. Recommended Preparation
12. Vocational – Business 281, Accounting Essentials – **PULLED**
13. Vocational – Health 109, Introduction to Caregiving – **PULLED**
14. Vocational – Health 110, Caregiver Training – **PULLED**
 - a. Recommended Preparation
15. Vocational – Hospitality 201, Career Focus - Hospitality Services

Revised Courses

16. Accounting 010, Accounting Procedures
 - a. Distance Education
17. Art 141, Beginning Painting
 - a. Recommended Preparation
18. Child Development 116A, Infant/Toddler Growth and Development (DS4)
 - a. Distance Education **ONLY**
19. Child Development 116B, Care and Education for Infants and Toddlers (DS3)
 - a. Distance Education **ONLY**
20. Child Development 207, Supporting and Empowering Families of Children with Special Needs
 - a. Distance Education **ONLY**

Mission Statement

Santa Ana College inspires, transforms and empowers a diverse community of learners.

Vision Statement

I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

21. Child Development 210, Creative Music Experiences for Young Children
 - a. Distance Education **ONLY**
22. Child Development 214, Creative Art Experiences for Children
 - a. Distance Education **ONLY**
23. Child Development 220, The Child as a Victim
 - a. Distance Education **ONLY**
24. Child Development 221, Living and Teaching in a Diverse Society
 - a. Distance Education **ONLY**
25. Child Development 231, Developing Language and Literacy in Young Children
 - a. Distance Education **ONLY**
26. Child Development 232, Math and Science Methods for Early Learning Environments
 - a. Distance Education **ONLY**
27. Child Development 297, Analyzing and Applying Teacher Strategies in the Classroom
 - a. Distance Education **ONLY**
28. Chinese 101, Elementary Chinese I
 - a. Distance Education
29. Criminal Justice Academies 099, OCSJ Basic Pre-Academy
 - a. Prerequisite
30. Communication Studies 103, Introduction to Intercultural Communication
 - a. Recommended Preparation
31. Communication Studies 103H, Honors Introduction to Intercultural Communication
 - a. Prerequisite
 - b. Honors
32. Dance 232, Partnering
 - a. Recommended Preparation
33. French 101, Elementary French I
 - a. Distance Education
34. Italian 121, Elementary Italian II
 - a. Prerequisite
 - b. Distance Education
35. Music 111, Basic Music Theory and Musicianship I
 - a. Distance Education
36. Music 168, Stylistic Interpretation of Piano Repertoire
 - a. Prerequisite
37. Paralegal 101, Law Office Management
 - a. Distance Education
38. Paralegal 120, Computers in the Law Office
 - a. Distance Education
39. Paralegal 121, Ethics and Professional Responsibility
 - a. Distance Education
40. Paralegal 131, Advanced ADR Practice
 - a. Distance Education
41. Paralegal 136, Real Property Law and Procedure
 - a. Distance Education
42. Paralegal 139, Fundamentals of Labor Law
 - a. Distance Education
43. Paralegal 144, Introduction to eDiscovery
 - a. Distance Education

Mission Statement

Santa Ana College inspires, transforms and empowers a diverse community of learners.

Vision Statement

I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

44. Paralegal 246, Legal Research and Analysis – **TO BE INCLUDED IN 2018-2019 CATALOG ADDENDUM**
 - a. Recommended Preparation
 - b. Distance Education
45. Spanish 101, Elementary Spanish I
 - a. Distance Education
46. Spanish 101H, Honors Elementary Spanish I
 - a. Prerequisite
 - b. Distance Education
 - c. Honors
47. Spanish 102, Elementary Spanish II
 - a. Prerequisite
 - b. Distance Education
48. Spanish 102H, Honors Elementary Spanish II
 - a. Prerequisite
 - b. Distance Education
 - c. Honors
49. Spanish 201, Intermediate Spanish I
 - a. Prerequisite
 - b. Distance Education
50. Spanish 201H, Honors Intermediate Spanish I
 - a. Prerequisite
 - b. Distance Education
 - c. Honors
51. Spanish 202, Intermediate Spanish II
 - a. Prerequisite
 - b. Distance Education
52. TV/Video Communications 215, Advanced Single-Camera/Digital Cinema Production
 - a. Recommended Preparation
53. Vietnamese 101, Elementary Vietnamese I
 - a. Distance Education
54. Vietnamese 102, Elementary Vietnamese II
 - a. Prerequisite
 - b. Distance Education
55. Vocational – Business 243, Introduction to Customer Service Skills – **PULLED**
56. Vocational – Business 590, Introduction to How to Start a Small Business – **PULLED**

New Programs

57. Accounting Clerk Certificate of Completion – Noncredit – **PULLED**
58. Agency Film Production Certificate of Achievement
59. Caregiver/Personal Care Aide Certificate of Completion – Noncredit – **PULLED**
60. Computer Basics for Beginners Certificate of Completion – Noncredit – **PULLED**
61. Hospitality Services Certificate of Completion – Noncredit
62. Nursing Assistant Certificate of Completion – Noncredit – **PULLED**
63. Pharmacy Technology Certificate of Completion – Noncredit
64. Small Business and Entrepreneurship Certificate of Completion – Noncredit – **PULLED**

Mission Statement

Santa Ana College inspires, transforms and empowers a diverse community of learners.

Vision Statement

I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

Revised Programs

65. Adult High School Diploma – Noncredit
66. Associate in Arts in Geography for Transfer
67. Associate in Arts in Theatre Arts for Transfer
68. ESL Enhanced Writing Capstone Certificate of Competency – Noncredit
69. Legal Office Technician Certificate of Achievement
70. Television/Video Communications Certificate A-Television Production Certificate of Achievement
71. Television/Video Communications Certificate B-Broadcast Journalism Certificate of Achievement
72. Theatre Arts - Performance Emphasis Degree
73. Theatre Arts - Technical Theatre Emphasis Degree
74. Vocational ESL Enhanced Certificate of Competency – Noncredit

Mission Statement

Santa Ana College inspires, transforms and empowers a diverse community of learners.

Vision Statement

I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community