



CURRICULUM and INSTRUCTION COUNCIL AGENDA

Santa Ana College Mission Statement

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

10+1

1. Curriculum including establishing prerequisites and placing courses within disciplines.
2. Degree and certificate requirements;
3. Grading policies;
4. Educational program development;
5. Standards or policies regarding student preparation and success;
6. District and college governance structures, as related to faculty roles;
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports;
8. Policies for faculty professional development activities;
9. Processes for program review;
10. Processes for institutional planning and budget development;
- +1. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate

Curriculum Committee

Voting Members:

Chair/Vice Chair – Kristen Robinson/Daniel Peraza
Vice President of Academic Affairs – Jeffrey Lamb
Dean – Matthew Morin
At Large Representative – Vacant
Business – Vacant
Continuing Education – Henry Kim
Counseling – Lisa Macafee
Fine & Performing Arts – Vacant
Humanities – Zachary Fish
Human Services – Wendy Wang
Kinesiology – Brian Sos
Library – Jaki King
Mathematics – Justin Tolentino
Health Sciences – Laura Derr
Sciences – Minhan Dinh-Mahavongtrakul
Social Sciences – Kristen Guzman
Student Representative – Vacant
Student Services – Louise Janus
Technology – David Roper

Non-Voting Members:

Articulation Officer – Paula Canzona
Distance Education – Jaki King
Matriculation Representative – Maria Aguilar Beltran
Curriculum Specialist – Anh-Phuong Tran
Curriculum Specialist – Reyes Vazquez

Monday, March 10, 2025 | 2:00 PM | JSC – 219 -1, 2, 3 & 4

Zoom Meeting: <https://rscdd-edu.zoom.us/j/7145646993>

- I. **Approval of Additions or Corrections to Agenda**
- II. **Public Comments** (Three-minute time limit)
- III. **Approval of Minutes** (Refer to Minutes from February 24, 2025)
- IV. **Curriculum**
- V. **Chair's Report**
 - A. **Faculty Training**
- VI. **Discussion Item**
 - A. **Faculty Minimum Qualifications**
- VII. **Action Items**
 - A. **Plan 1 Associate Degree Requirements – Second Read**
 - B. **Board Policy (BP) 4235 Credit for Prior Learning – Second Read**
 - C. **Administrative Regulation (AR) 4235 Credit for Prior Learning – Second Read**
- VIII. **Other**
 - A. **CCN Division Leads**

IV.a. CONSENT AGENDA from TECHNICAL COMMITTEE

Revised Courses without Catalog Changes

None to review

Revised Courses with Minor Catalog Changes

None to review

Course Deactivations

None to review

Course Enrollment Maximums

None to review

Removal of Deactivated Courses from General Education Plans

None to review

Course Distance Education Revisions Only

None to review

Course Student Learning Outcomes (SLOs) Revisions Only

None to review

Course Materials Revisions Only

None to review

Revised programs with Minor Catalog Changes

1. Bachelor of Arts in Paralegal Studies

Program Deletion

None to review

Program SLO Revisions

None to review

IV.b. CURRICULUM ITEMS
DISCUSSION ITEMS (1st READINGS)

New Courses

2. Vocational – Business 310, Foundations of Human Resources – Noncredit
 - a. Distance Education
 - b. Correspondence Education
3. Vocational – Business 311, Human Resources Compliance – Noncredit
 - a. Distance Education
 - b. Correspondence Education
4. Vocational – Business 312, Human Resources Operations – Noncredit
 - a. Distance Education
 - b. Correspondence Education
5. Vocational – Business 313, Certified Human Resources Professional (SHRM-CP) Exam Preparation & Practice – Noncredit
 - a. Distance Education
 - b. Correspondence Education
6. Vocational – Health 103, Certified Nursing Assistant (CNA) Training- Skills Lab – Noncredit
 - a. Prerequisite
 - b. Corequisite
7. Vocational – Health 104, Certified Nursing Assistant (CNA) Training- Clinical – Noncredit
 - a. Prerequisite
 - b. Corequisite
8. Vocational – Health 105, Overview of the Acute Care Nursing Assistant Program – Noncredit
 - a. Distance Education
9. Vocational – Health 106, Acute Care Nursing Assistant Theory – Noncredit
 - a. Prerequisite
 - b. Corequisite
 - c. Distance Education
10. Vocational – Health 107, Acute Care Nursing Assistant Skills Lab – Noncredit
 - a. Prerequisite
 - b. Corequisite
11. Vocational – Health 108, Acute Care Nursing Assistant Clinical – Noncredit
 - a. Prerequisite
 - b. Corequisite

Revised Courses

12. Criminal Justice Academies 010D, Explorer Training Academy
 - a. Prerequisite
 - b. Distance Education
13. Criminal Justice Academies 060, Basic Police Motorcycle Operator Course
 - a. Prerequisite
 - b. Distance Education
14. Criminal Justice Academies 060A, Motorcycle Instructor Training Course
 - a. Prerequisite
 - b. Distance Education
15. Manufacturing Technology 115, QC1 Quality Inspection
 - a. Distance Education
16. Manufacturing Technology 130A, CATIA I

- a. Distance Education
- 17. Manufacturing Technology 173, Mastercam - 2D Geometry, 2D Toolpaths
 - a. Distance Education
- 18. Vocational – Automotive 670, Introduction to Preventative Maintenance Inspection – Noncredit
 - a. Distance Education
- 19. Vocational – Business 124, Introduction to Keyboarding I – Noncredit
 - a. Recommended Preparation
 - b. Distance Education
 - c. Correspondence Education
- 20. Vocational – Business 125, Introduction to Keyboarding II – Noncredit
 - a. Recommended Preparation
 - b. Distance Education
 - c. Correspondence Education
- 21. Vocational – Business 200, Topics in Business Skills – Noncredit
 - a. Distance Education
 - b. Correspondence Education
- 22. Vocational – Business 260, Introduction to Microsoft Word – Noncredit
 - a. Recommended Preparation
 - b. Distance Education
 - c. Correspondence Education
- 23. Vocational – Business 281, Introduction to Quickbooks – Noncredit
 - a. Recommended Preparation
 - b. Distance Education
 - c. Correspondence Education
- 24. Vocational – Business 290, Business Terminology – Noncredit
 - a. Distance Education
 - b. Correspondence Education
- 25. Vocational – Business 400, Employability Skills – Noncredit
 - a. Distance Education
 - b. Correspondence Education
- 26. Vocational – Business 559, Business Practices in Family Child Care – Noncredit
 - a. Distance Education
 - b. Correspondence Education
- 27. Vocational – Business 590, Introduction to How to Start a Small Business
 - a. Distance Education
 - b. Correspondence Education
- 28. Vocational – Construction 610, Vocational Construction Technology Module I – Noncredit
 - a. Prerequisite
 - b. Distance Education
 - c. Correspondence Education
- 29. Vocational – Construction 620, Vocational Construction Technology Module II – Noncredit
 - a. Prerequisite
 - b. Corequisite
 - c. Distance Education
 - d. Correspondence
- 30. Vocational – Food 200, Line Cook Training – Noncredit
 - a. Distance Education
 - b. Correspondence Education
- 31. Vocational – Fine Performing Arts 150A, Rehearsal and Performance in Production – Noncredit
 - a. Distance Education

32. Vocational – Fine Performing Arts 150B, Technical Theatre in Production – Noncredit
 - a. Distance Education
33. Vocational – Fine Performing Arts 152, Tour Ensemble – Noncredit
 - a. Distance Education
34. Vocational – Fine Performing Arts 255, Motion Picture Performance Production – Noncredit
 - a. Distance Education
35. Vocational – Health 100, Topics Health Services – Noncredit
 - a. Distance Education
 - b. Correspondence Education
36. Vocational – Health 101, Overview of the Nursing Assistant Training Program – Noncredit
 - a. Distance Education
37. Vocational – Health 102, Certified Nursing Assistant (CNA) Training – Theory – Noncredit
 - a. Prerequisite
 - b. Corequisite
 - c. Distance Education
38. Vocational – Health 704, Introduction to Biotechnology – Noncredit
 - a. Distance Education
39. Vocational – Health 705, Introductory Biotech Lab – Noncredit
 - a. Corequisite
 - b. Distance Education
40. Vocational – Hospitality 201, Career Focus - Hospitality Services – Noncredit
 - a. Distance Education
 - b. Correspondence Education

New Programs

41. Acute Care Nursing Assistant Certificate of Completion – Noncredit
42. Human Resources Assistant Certificate of Completion – Noncredit

Revised Programs

43. Nursing Assistant Certificate of Completion – Noncredit

IV.c. CURRICULUM ITEMS

ACTION ITEMS (2nd READINGS)

New Courses

- 44. Substantial Disabilities 100, Basic Sign Language Communication for Families of Deaf and Nonverbal Children – Noncredit
 - a. Distance Education
 - b. Correspondence Education

Revised Courses

- 45. Child Development 229, Brain Development and Learning
 - a. Distance Education
- 46. English As a Second Language 520, English for Work 2 – Noncredit
 - a. Recommended Preparation
 - b. Distance Education
 - c. Correspondence Education

New Programs

None to review

Revised Programs

- 47. Adult High School Diploma – Noncredit
- 48. ESL Transition to Adult Secondary Education (ASE) Certificate of Competency – Noncredit