



SANTA ANA COLLEGE

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 – Dori Dumon
 Continuing Education – Henry Kim/Donna Khalid
 Counseling – Lisa Macafee
 Fine & Performing Arts – Vacant
 Humanities – Zachary Fish
 Human Services – Wendy Wang
 Kinesiology – Brian Sos
 Library – Jaki King
 Mathematics – George Sweeney
 Health Sciences – Laura Derr
 Sciences – Minhan Dinh-Mahavongtrakul
 Social Sciences – Kristen Guzman
 Student Representative – Vacant
 Student Services – Louise Janus
 Technology – Jaime Gonzalez

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
 Curriculum Specialist – Michael Zuniga
 Support Services Assistant – Vanessa Gaston

CURRICULUM and INSTRUCTION COUNCIL MINUTES

Monday, May 19, 2025 | 2:00 PM | JSC – 219 -1, 2, 3 & 4

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

Present: B. Acuna (student representative, via Zoom), M. Aguilar-Beltran, P. Canzona, M. Dinh-Mahavongtrakul, Z. Fish, K. Guzman, L. Janus, H. Kim, J. King (via Zoom), L. Macafee, M. Morin, D. Peraza, K. Robinson (proxy for Business Division), D. Roper, J. Tolentino, W. Wang

Absent: J. Lamb, B. Sos

Guest: In-Person: L. Chavez, E. Gomez, A. Gonzalez
 Via Zoom: J. Camacho, A. Gonis, M. Macintyre, L. Oropeza

The meeting was called to order by D. Peraza, CIC Vice Chair, at 2:07 p.m.

Assembly Bill (AB) 2449 allows members of legislative bodies to participate remotely if there is “just cause” or “emergency circumstances” B. Acuna and J. King notified the membership that he would attend the meeting virtually due to “just cause”.

CIC membership voted and approved B. Acuna and J. King’s virtual attendance.

Mover: H. Kim
Seconded by: D. Roper
Ayes: L. Derr, M. Dinh-Mahavongtrakul, Z. Fish, L. Janus, H. Kim, J. King, L. Macafee, D. Peraza, D. Roper, M. Morin, J. Tolentino, W. Wang
Nays: None
Abstentions: None

I. Approval of Additions or Corrections to Agenda

No corrections or additions

II. Public Comments

R. Vazquez shared that the program narratives now can be extracted directly from CurrlQuent. This functionality is fully available for noncredit programs. For credit programs, however, the faculty will need to input enrollment and completer data in the Course Requirements tab. K. Robinson provided further details on the specific data needed to complete the program narratives.

L. Macafee announced that the Lavender Celebration will take place on Thursday, May 30th from 5:00 p.m. to 8:00 p.m. and extended an invitation to all to attend.

III. **Approval of Minutes**

The Minutes from May 5, 2025, were approved pending edits to VI: First Read Items B-Renaming Academic Pause and F-Academic Regulation. Looking at the May 5th CIC Agenda – K. Robinson requested that the word “snooze” be removed from this sentence. The word “snooze” references to the quadrennial review course process – a separate topic from the discussion on Renaming Academic Dismissal to Academic which was item 6B. 6F Academic Renewal (AR) to be corrected to Academic Regulation (AR).

Mover: K. Robinson

Seconded by: L. Janus

Ayes: B. Acuna, L. Derr, M. Dinh-Mahavongetrakul, Z. Fish, K. Guzman, L. Janus, H. Kim, J. King, L. Macafee, M. Morin, D. Peraza, K. Robinson, D. Roper, J. Tolentino, W. Wang

Nays: None

Abstentions: None

IV. **Curriculum**

See comments and approvals in subsequent pages.

V. **Chair’s Report**

A. Labor Market Information (LMI) Request

K. Robinson confirmed LMI is good for two years. She stated LMI requests are to be submitted within three weeks of OC Regional LMI for Fall 2025. Classification of Instructional Program (CIP) and Top Code will be needed when submitting request. M. Morin suggested using other sources other than the Center of Excellence (COE) when providing information for LMI requests, such as Employment Development Department (EDD). D. Peraza stated, after it is confirmed in writing, he will email CIC members using alternatives to COE.

B. Curriculum Institute

K. Robinson encouraged CIC members to attend the Curriculum Institute, scheduled for July 9th-12th. She noted that many of the workshops will be offered virtually. D. Peraza asked interested faculty to email CIC Chairs and M. Morin as soon as possible ensuring timely registration.

C. Common Course Numbering (CCN) Phase II

D. Peraza stated CCN Phase II implementation is broken up into two groups: A and B. Group B templates are expected to be released later this month (May 2025). Revisions to the impacted courses will take place during Fall 2025. The CiC needs help identifying the faculty who will be working on the CCN revisions. Email faculty names to D. Peraza. D. Peraza will meet with the faculty and will review the process of updating their respective courses to align with the CCN templates.

D. Curriculum and Instruction Council (CIC) Membership 2025-2026

D. Peraza requested that any CIC members who will not be returning notify the Curriculum Office or the Chairs and provide contact information for their replacement. The Fine and Performing Arts and Business divisions currently have vacancies. M. Morin will reach out to the deans of those departments for representation.

VI. First Read

A. Fire and Emergency Services Leadership Bachelor's Degree Program (BDP)

A motion was made to waive first read and move BDP to second read.

Mover: L. Macafee

Seconded by: L. Derr

Ayes: B. Acuna, L. Derr, M. Dinh-Mahavongetrakul, Z. Fish, K. Guzman, L. Janus, H. Kim, J. King, L. Macafee, D. Peraza, D. Roper, J. Tolentino W. Wang

Nays: None

Abstentions: None

B. Administrative Regulation (AR) 4105, Distance Education

A motion was made to waive first read and move AR 4105 to second read.

Mover: K. Guzman

Seconded by: Z. Fish

Ayes: B. Acuna, L. Derr, M. Dinh-Mahavongetrakul, Z. Fish, K. Guzman, L. Janus, H. Kim, J. King, L. Macafee, D. Peraza, D. Roper, J. Tolentino W. Wang

Nays: None

Abstentions: None

VII. Action Items

Items A – B were approved.

Mover: K. Guzman

Seconded by: Z. Fish

Ayes: B. Acuna, L. Derr, M. Dinh-Mahavongetrakul, Z. Fish, K. Guzman, L. Janus, H. Kim, J. King, L. Macafee, D. Peraza, D. Roper, J. Tolentino W. Wang

Nays: None

Abstentions: None

Items C – H were approved.

Mover: K. Guzman

Seconded by: Z. Fish

Ayes: B. Acuna, L. Derr, M. Dinh-Mahavongetrakul, Z. Fish, K. Guzman, L. Janus, H. Kim, J. King, L. Macafee, D. Peraza, D. Roper, J. Tolentino W. Wang

Nays: None

Abstentions: None

- A. Renaming Academic Probation to Academic Notice**
- B. Renaming Academic Dismissal to Academic Pause**
- C. 2025-2026 CIC Calendar**
- D. Administrative Regulation (AR) 4103, Work Experience Education**
- E. Administrative Regulation (AR) 4235, Credit for Prior Learning**
- F. Academic Regulation (AR) 4240, Academic Renewal**
- G. Fire and Emergency Services Leadership Bachelor's Degree Program (BDP) – Moved from 1st Read to Action Items.**
- H. Administrative Regulation (AR) 4105, Distance Education – Moved from 1st Read to Action Items.**

Meeting adjourned at 3:25 p.m.

IV.a. CONSENT AGENDA from TECHNICAL COMMITTEE

Items 1 and 2 were approved.

Revised Courses without Catalog Changes

None to review

Revised Courses with Minor Catalog Changes

None to review

Course Deactivations

1. Criminal Justice 104, Prison Experience

Course Enrollment Maximums

None to review

Removal of Deactivated Courses from General Education Plans

None to review

Course Distance Education Revisions Only

Course Student Learning Outcomes (SLOs) Revisions Only

None to review

Course Materials Revisions Only

None to review

Revised programs with Minor Catalog Changes

2. Associates in Science in Occupational Therapy

Program Deletion

None to review

Program SLO Revisions

None to review

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

Items 3 – 15 were discussed

A motion was made to move item 16 from first read to second read.

Mover: H. Kim
Seconded by: L. Janus
Ayes: B. Acuna, L. Derr, M. Dinh-Mahavongetrakul, Z. Fish, K. Guzman, L. Janus,
H. Kim, J. King, L. Macafee, D. Peraza, D. Roper, J. Tolentino W. Wang
Nays: None
Abstentions: None

New Courses

None to review

Revised Courses

3. Criminal Justice Academies 035, Continued Professional Development Training for Civilians
 - a. Distance Education
4. Criminal Justice Academies 042B, Crisis Intervention Training II
 - a. Prerequisite
 - b. Distance Education
5. Criminal Justice Academies 042C, Crisis Intervention Training III
 - a. Prerequisite
 - b. Distance Education
6. Criminal Justice Academies 042D, Crisis Intervention Training for Dispatchers
 - a. Prerequisite
 - b. Distance Education
7. Criminal Justice Academies 050, Introduction to Drone Laws
 - a. Distance Education
8. Criminal Justice Academies 059, Law Enforcement Supervisory Course
 - a. Prerequisite
9. Fire Academy 079, S-404 Safety Officer
 - a. Recommended Preparation
 - b. FOMA
10. Fire Academy 079B, S-231 Engine Boss
 - a. Prerequisite
 - b. Recommended Preparation
 - c. FOMA
11. Fire Officer Training 080, Motion Picture/Television Safety Officer
 - a. FOMA

New Programs

None to review

Revised Programs

12. Adult Basic Education Certificate of Competency
13. Adult Basic Education/Adult Secondary Education Math Proficiency Certificate of Competency – Noncredit
14. Adult Basic Education/Adult Secondary Education Reading Proficiency Certificate of Competency – Noncredit
15. Adult Basic Education/Adult Secondary Education Writing Proficiency Certificate of Competency – Noncredit
16. Secondary Education (High School Equivalency Test Preparation) Certificate of Competency – Noncredit –**Moved to 2nd read as item 48**

IV.c. CURRICULUM ITEMS
ACTION ITEMS (2nd READINGS)

Items 17 was approved

Mover: L. Macafee
Seconded by: H. Kim
Ayes: B. Acuna, L. Derr, M. Dinh-Mahavongetrakul, Z. Fish, K. Guzman, L. Janus,
H. Kim, J. King, L. Macafee, D. Peraza, D. Roper, J. Tolentino W. Wang
Nays: None
Abstentions: None

Item 17 with Correspondence Education was approved.

Mover: H. Kim
Seconded by: W. Wang
Ayes: B. Acuna, L. Derr, M. Dinh-Mahavongetrakul, Z. Fish, K. Guzman, L. Janus,
H. Kim, J. King, L. Macafee, D. Peraza, D. Roper, J. Tolentino W. Wang
Nays: None
Abstentions: None

Items 18 – 39 were approved.

Mover: H. Kim
Seconded by: W. Wang
Ayes: B. Acuna, L. Derr, M. Dinh-Mahavongetrakul, Z. Fish, K. Guzman, L. Janus,
H. Kim, J. King, L. Macafee, D. Peraza, D. Roper, J. Tolentino W. Wang
Nays: None
Abstentions: None

Items 19, 21-26, 28, 30, 37-39 with prerequisites and recommended preparation were approved.

Mover: H. Kim
Seconded by: W. Wang
Ayes: L. Derr, M. Dinh-Mahavongtrakul, Z. Fish, K. Guzman, L. Janus, H. Kim, J. King,
L. Macafee, M. Morin, K. Robinson, D. Roper, J. Tolentino, W. Wang
Nays: None
Abstentions: None

Items 18, 31-36 with Correspondence Education were approved.

Mover: H. Kim
Seconded by: L. Janus
Ayes: L. Derr, M. Dinh-Mahavongtrakul, Z. Fish, K. Guzman, L. Janus, H. Kim, J. King,
L. Macafee, M. Morin, K. Robinson, D. Roper, J. Tolentino, W. Wang
Nays: None
Abstentions: None

Items 24, 28, 30, 38 with Honors were approved.

Mover: Z. Fish
Seconded by: K. Guzman
Ayes: L. Derr, M. Dinh-Mahavongtrakul, Z. Fish, K. Guzman, L. Janus, H. Kim, J. King, L. Macafee, M. Morin, K. Robinson, D. Roper, J. Tolentino, W. Wang
Nays: None
Abstentions: None

Items 40-42 were approved.

Mover: H. Kim
Seconded by: W. Wang
Ayes: L. Derr, M. Dinh-Mahavongtrakul, Z. Fish, K. Guzman, L. Janus, H. Kim, J. King, L. Macafee, M. Morin, K. Robinson, D. Roper, J. Tolentino, W. Wang
Nays: None
Abstentions: None

Items 43-48 were approved.

Mover: H. Kim
Seconded by: L. Janus
Ayes: L. Derr, M. Dinh-Mahavongtrakul, Z. Fish, K. Guzman, L. Janus, H. Kim, J. King, L. Macafee, M. Morin, K. Robinson, D. Roper, J. Tolentino, W. Wang
Nays: None
Abstentions: None

New Courses

17. High School Subjects – Natural Science 166, Introduction to Healthcare Sciences -- Noncredit
- a. Distance Education
 - b. Correspondence Education

Revised Courses

18. *Adult Basic Education 025, Adult Basic Education Math – Noncredit
- a. Distance Education
 - b. Correspondence Education
19. Art History C1100, Survey of Art from Prehistory to the Medieval Era
- a. Recommended Preparation
 - b. Distance Education
20. Art History C1200, Survey of Art from the Renaissance to Contemporary
- a. Distance Education
21. Economic C2001, Principles of Microeconomics
- a. Prerequisite
 - b. Distance Education
22. Economics C2002, Principles of Macroeconomics
- a. Prerequisite
 - b. Distance Education

23. English C1003, Critical Thinking and Writing through Literature
 - a. Prerequisite
 - b. Distance Education
24. English C1003H Critical Thinking and Writing through Literature – Honors
 - a. Prerequisite
 - b. Honors
 - c. Distance Education
25. French 211, Intermediate Conversation and Composition I
 - a. Prerequisite
 - b. Distance Education
26. French 214, Intermediate Conversation and Composition II
 - a. Prerequisite
 - b. Distance Education
27. History C1001, United States History to 1877
28. History C1001H, United States History to 1877 – Honors
 - a. Prerequisite
 - b. Honors
 - c. Distance Education
29. History C1002, United States History since 1865
 - a. Distance Education
30. History C1002H, United States History since 1865 – Honors
 - a. Prerequisite
 - b. Honors
 - c. Distance Education
31. High School 031, High School Equivalency Test Preparation – Noncredit
 - a. Distance Education
 - b. Correspondence Education
32. High School Subjects 035, High School Equivalency Test Preparation – Reading - Noncredit
 - a. Distance Education
 - b. Correspondence Education
33. High School 036, High School Equivalency Test Preparation – Writing – Noncredit
 - a. Distance Education
 - b. Correspondence Education
34. High School 037, High School Equivalency Test Preparation – Mathematics – Noncredit
 - a. Distance Education
 - b. Correspondence Education
35. High School 038, High School Equivalency Test Preparation – Social Studies – Noncredit
 - a. Distance Education
 - b. Correspondence Education
36. High School 039, High School Equivalency Test Preparation – Science – Noncredit
 - a. Distance Education
 - b. Correspondence Education
37. *Spanish 195B, Advanced Conversational Spanish
 - a. Prerequisite
 - b. Distance Education
38. Spanish 202H, Honors Intermediate Spanish II
 - a. Prerequisite
 - b. Honors
 - c. Distance Education

39. *Spanish 213, College Spanish Composition

- a. Prerequisite
- b. Distance Education

New Programs

40. Artificial Intelligence (AI) for Business Certificate of Achievement

41. Associate in Science in Artificial Intelligence (AI) for Business

42. Associate in Science in Drone Technology

Revised Programs

43. 21st Century Leadership Certificate of Competency – Noncredit

44. Associate in Arts in Theatre Arts - Technical Theatre

45. Associate in Science in Administration of Justice for Transfer

46. Associate in Science in Engineering Mechatronics

47. Engineering Mechatronics Certificate of Achievement

48. Secondary Education (High School Equivalency Test Preparation) Certificate of Competency – Noncredit – **Moved from first read.**