



CURRICULUM and INSTRUCTION COUNCIL MINUTES

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 – Claire Coyne/Kristen Robinson
 Vice President of Academic Affairs – Jeffrey Lamb
 Dean – Sara Butler
 At Large Representative – Vacant
 Business – Dori Dumon
 Continuing Education – Donna Khalid
 Counseling – Daniel Peraza
 Fine & Performing Arts – Michael Taylor
 Humanities – Zachary Fish
 Human Services – Wendy Wang
 Kinesiology – Brian Sos
 Library – Luis Pedroza
 Mathematics – Justin Tolentino
 Health Sciences – Catherine Emley
 Sciences – Minhan Dinh
 Social Sciences – Kristen Guzman
 Student Representative – Vinh Nguyen/Christopher Fesler (Alternate)
 Student Services – Jane Mathis
 Technology – Gregory Gonzales

Non-Voting Members:

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

Monday, September 18, 2023 | 2:00 PM | Room JSC 219 – 1, 2, 3 & 4

Present: S. Butler, P. Canzona, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen (Student Representative), D. Peraza, K. Robinson, D. Roper, J. Schlossman, B. Sos, J. Tolentino, W. Wang

Absent: L. Pedroza

Guest: J. Camacho, L. Chavez, C. Fesler (Student Representative – Alternate), J. King, A. Pagan, R. Valle

The meeting was called to order by M. Grant, CIC Chair, at 2:02 p.m.

I. Approval of Additions or Corrections to Agenda

Correction to Agenda Item 6, Plan A – Ethnic Studies, First Read was changed to Discussion.

A motion to approve the agenda with the correction to Item 6 was made and approved.

Mover: D. Dumon

Seconded by: Z. Fish

Ayes: S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley,

Z. Fish, M. Grant, K. Guzman, H. Kim, J. Lamb, V.

Nguyen (Student Representative), D. Peraza, D. Roper, J. Schlossman, B. Sos, J. Tolentino, W. Wang

Nays: None

Abstentions: None

II. Public Comments

C. Emley mentioned that SCC had a STEM Kick-Off where Medical Assistant courses were advertised. Advertisements included pictures, slides and curriculum. She said that no communication happened between both campus pertaining to Medical Assistant courses and wondered on how to proceed.

III. Approval of Minutes

The Minutes from August 28, 2023 were approved.

Mover: C. Emley

Seconded by: K. Guzman

Ayes: S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen (Student Representative), D. Peraza, D. Roper, J. Schlossman, B. Sos, J. Tolentino, W. Wang
Nays: None
Abstentions: None

IV. Curriculum

See comments and approvals in subsequent pages.

V. Plan A – Ethnic Studies – ~~First Read~~ Discussion

M. Grant stated that SAC and SCC share the same headings, but not courses, in Plan A; thus, the first reading of Plan A – Ethnic Studies was changed to discussion.

M. Grant presented a proposed update to Plan A, General Education, which included the addition of the Ethnic Studies Requirement. Per Title 5, this addition must be completed by Fall 2024.

D. Peraza mentioned that the proposed title to area 6, Ethnic Studies Requirement, may be confusing to students since the current Plan A area D1 is titled Ethic Studies/Women’s Studies. He requested that the headings for both areas be reassessed.

Extensive discussion followed.

VI. CIC Chair’s Report

M Grant reported that currlQunet META has partnered with Canvas to sync SLOs; thus, tying SLOs with assessments. The sync would be more frequent than every term since sections are continuously added to Canvas. She asked committee members if SLOs should be editable In Canvas or locked with the ability to add additional assessments.

Discussion ensued.

J. Lamb recommended that the Outcomes Assessment Team be informed of any potential decisions.

M. Grant requested that committee members discuss the editable option with their respective constituents and provide feedback at the October 2nd meeting.

M. Grant stated that she conducted 2 Work Experience informational workshops last week. During the workshops, she discussed Title 5 changes and areas requiring modifications to the current Work Experience Course Outline of Records (CORs). The affected CORs must meet the October 16th CIC date to ensure they are approved for inclusion in the 2024-2025 catalog.

Discussion followed.

M. Grant will send an email to all committee members that will include a brief synopsis and documents shared and discussed during the 2 informational workshops. She added that Work Experience is now available to noncredit.

M. Grant provided a brief summary of the 31-page draft version of AB1111, Common Course Numbering. She said a committee to decipher the proposed outline may be necessary.

M. Grant informed committee members that Student Services is willing to pay a \$2,000 subscription fee for the Virtual Study Abroad program. She asked committee members if they preferred a 10-minute presentation at CIC or a separate workshop.

The committee's preference was for a workshop rather than a presentation.

M. Grant briefly discussed the results of the Survey Monkey pertaining to CIC prioritization. Catalog Content & Layout Review, AB 928 – CalGETC, Culturally Responsive Curriculum, topped the top 3 highest priority; however, all items need to be addressed.

M. Grant will be reaching out to committee members who provided their names in the survey.

S. Butler mentioned that she will be leading the Credit for Prior Learning project in conjunction with B. Estrada. She will provide quick updates when relevant.

C. Rutan, SCC AS President, will be invited to provide information pertaining to Apprenticeship programs completed.

M. Grant asked for assistance with Tech Committee Curriculum items. She reviewed a potential spreadsheet that committee members could potentially use where members would be assigned a specific tab in META to review. This process would ensure review of all pieces of curriculum and any comments/corrections would be completed during this process.

VII. Division Reports

No reports were provided.

VIII. Announcements

Informational item only.

Quadrennials: Courses and Programs – Due October 16, 2023

The meeting was adjourned at 4:09 p.m.

V.a. CONSENT AGENDA from TECHNICAL COMMITTEE

Item 1 was approved.

Mover: D. Peraza

Seconded by: D. Dumon

Ayes: S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen (Student Representative), D. Peraza, D. Roper, J. Schlossman, B. Sos, J. Tolentino, W. Wang

Nays: None

Abstentions: None

Revised Courses without Catalog Changes

None to review

Revised Courses with Minor Catalog Changes

None to review

Course Deactivations

1. Engineering 101, Programming Survey

Removal of Deactivated Courses from General Education Plans

None to review

Course Student Learning Outcomes (SLOs) Revisions Only

None to review

Course Materials Revisions Only

None to review

Revised programs

None to review

Program Deletion

None to review

Program SLO Revisions

None to review

v.b. CURRICULUM ITEMS

DISCUSSION ITEMS (1st READINGS)

Items 2 – 13 were discussed.

New Courses

None to review

Revised Courses

2. Adult Basic Education 046, Attitudes for Success
 - a. Distance Education
 - b. Correspondence Education
3. English As a Second Language 610, Grammar for Better Writing I
 - a. Recommended Preparation
 - b. Distance Education
 - c. Correspondence Education
4. English As a Second Language 611, Grammar for Better Writing II
 - a. Distance Education
 - b. Correspondence Education
5. English As a Second Language 612, College Reading and Writing I
 - a. Distance Education
 - b. Correspondence Education
6. English As a Second Language 613, College Reading and Writing II
 - a. Distance Education
 - b. Correspondence Education
7. High School Subjects 221, Study Skills 1
 - a. Distance Education
 - b. Correspondence Education
8. High School Subjects 222, Study Skills 2
 - a. Distance Education
 - b. Correspondence Education
9. Photography 291, Wedding and Quinceañera Photography
 - a. Prerequisite
 - b. Distance Education
10. Theatre Arts 179, Musical Theatre Workshop
 - a. Prerequisite
 - b. Distance Education
11. Theatre Arts 180, Intermediate Musical Theatre Techniques
 - a. Prerequisite
 - b. Distance Education
12. Theatre Arts 181, Intermediate Musical Theatre Workshop
 - a. Prerequisite
 - b. Distance Education

New Programs

None to review

Revised Programs

13. Culinary Arts Foundation Certificate of Achievement

V.c. CURRICULUM ITEMS

ACTION ITEMS (2nd READINGS)

Items 14, 17 – 19, 24 – 25 were approved.

Mover: D. Dumon
Seconded by: D. Peraza
Ayes: S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen (Student Representative), D. Peraza, J. Schlossman, B. Sos, J. Tolentino, W. Wang
Nays: None
Abstentions: D. Roper

Items 14, 17 – 19, 24 – 25 with Distance Education/FOMA were approved.

Mover: D. Dumon
Seconded by: D. Peraza
Ayes: S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen (Student Representative), D. Peraza, J. Schlossman, B. Sos, J. Tolentino, W. Wang
Nays: None
Abstentions: D. Roper

Items 17 – 18 with Correspondence Education were approved.

Mover: D. Dumon
Seconded by: D. Peraza
Ayes: S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen (Student Representative), D. Peraza, J. Schlossman, B. Sos, J. Tolentino, W. Wang
Nays: None
Abstentions: D. Roper

Item 19 with General Education was approved.

Mover: D. Dumon
Seconded by: D. Peraza
Ayes: S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen (Student Representative), D. Peraza, J. Schlossman, B. Sos, J. Tolentino, W. Wang
Nays: None
Abstentions: D. Roper

Items 15 – 16, 20 – 23, 26 – 27 were Tabled.

Items 28 – 30 were approved.

Mover: D. Dumon
Seconded by: D. Peraza
Ayes: S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen (Student Representative), D. Peraza, D. Roper, J. Schlossman, B. Sos, J. Tolentino, W. Wang
Nays: None
Abstentions: None

Items 31 – 40 were approved.

Mover: D. Dumon
Seconded by: D. Peraza
Ayes: S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen (Student Representative), D. Peraza, J. Schlossman, B. Sos, J. Tolentino, W. Wang
Nays: None
Abstentions: D. Roper

New Courses

None to review

Revised Courses

14. Mathematics 030, Coping with Math Anxiety
 - a. FOMA
15. Digital Media 142, Acting for the Camera – **Tabled**
 - a. Cross Listing: THEA 113
 - b. Distance Education
16. Digital Media 260, Lighting Fundamentals – **Tabled**
 - a. Cross Listing: THEA 133
 - b. Distance Education
17. *High School Subjects – Math 154, Pre-Algebra A – Noncredit
 - a. Distance Education
 - b. Correspondence Education
18. *High School Subjects – Math 155, Pre-Algebra B – Noncredit
 - a. Distance Education
 - b. Correspondence Education
19. *Nutrition and Food 120, Food and Culture
 - a. Distance Education
 - b. General Education: Plan B: Area D; Plan C: Area 4
20. *Philosophy 106, Introduction to Philosophy – **Tabled**
 - a. Distance Education
21. *Philosophy 106H, Honors Introduction to Philosophy – **Tabled**
 - a. Prerequisite
 - b. Honors
 - c. Distance Education
22. *Philosophy 108, Ethics – **Tabled**
 - a. Distance Education

23. *Philosophy 112, World Religions – **Tabled**
 - a. Distance Education
24. *Philosophy 118, History of Philosophy
 - a. Distance Education
25. Political Science 235, Identity Politics
 - a. Distance Education
26. Theatre Arts 113, Acting for the Camera – **Tabled**
 - a. Cross Listing: DM 142
 - b. Distance Education
27. Theatre Arts 133, Lighting Fundamentals – **Tabled**
 - a. Cross Listing: DM 260
 - b. Distance Education

New Programs

28. Certified Global Business Professional (CGBP) Exam Preparation & Practice Certificate of Completion – Noncredit
29. Introduction to Automotive Technology Systems & Engines Certificate of Completion – Noncredit
30. Introduction to Automotive Technology Systems, Engines, & Transmissions Certificate of Completion – Noncredit

Revised Programs

31. Digital Literacy for Academic and Professional Success I Certificate of Competency – Noncredit
32. Digital Literacy for Academic and Professional Success II Certificate of Competency – Noncredit
33. English for Work Certificate of Competency – Noncredit
34. Enhanced English for Work Certificate of Competency – Noncredit
35. ESL College Reading and Writing Certificate of Competency – Noncredit
36. ESL Core Beginning Certificate of Competency – Noncredit
37. ESL Core Capstone Certificate of Competency – Noncredit
38. ESL Core Intermediate Certificate of Competency – Noncredit
39. ESL Enhanced Speaking Capstone Certificate of Competency – Noncredit
40. ESL Grammar for Better Writing Certificate of Competency – Noncredit