

SANTA ANA COLLEGE

CURRICULUM & INSTRUCTION COUNCIL

DATE: November 26, 2007
FROM: Bonnie Jaros, Chair
TO: Curriculum & Instruction Council
RE: Minutes of Meeting of November 19, 2007
2:00 pm, Santa Ana College B-33

Present: J. Acuña, B. Birnbaum, M. Brown, P. Canzona, B. Choo, D. Dobos, N. Fujimoto, Y. Garcia, G. Giroux, J. Howe, M. Huebsch, P. Hughes, D. Kanzler, S. Mendizza, K. Patterson, K. Ross, S. Sotelo, M. Tran, S. Valdez, S. Whelan, R. Zook.

Guests: A. Bridges, G. Gilreath, J. Houser, K. Simmons, S. Wood.

1. MINUTES OF MEETING OF NOVEMBER 5, 2007. The minutes of the meeting of November 5, 2007 were approved as submitted.
2. TECHNICAL COMMITTEE REPORT. The Technical Committee report was approved as submitted.
3. CURRICULUM ITEMS-SECOND READING FROM NOVEMBER 5 AGENDA AND ADDENDUM. See attachment #3.
4. CURRICULUM ITEMS. See attachment #4.
5. POLICY CHANGE-SECOND READING-GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE. It was moved, seconded, and carried to approve the request to add Exercise Science Off Season 130, 132AB, 169, 226, 230, 261, 262, 280 and 290 to Category F2 of the General Education Requirements for the Associate Degree.
6. POLICY CHANGE-SECOND READING-GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE. It was moved, seconded, and carried to approve the request to add "Successful completion of any Reading course at the 100 level" and delete "Successful completion of Reading 100A" from Category IV- A3 of the General Education Requirements for the Associate Degree.

7. POLICY CHANGE-SECOND READING-GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE. It was moved, seconded, and carried to approve the request to add Reading 102 and 150 to Category E2 of the General Education Requirements for the Associate Degree.
8. POLICY CHANGE-SECOND READING-GENERAL EDUCATION BREADTH REQUIREMENTS FOR THE CALIFORNIA STATE UNIVERSITIES. It was moved, seconded, and carried to approve the request to add Reading 150 to the Category A3 of the General Education Breadth Requirements for the California State Universities.
9. POLICY CHANGE-SECOND READING-GENERAL EDUCATION BREADTH REQUIREMENTS FOR THE CALIFORNIA STATE UNIVERSITIES. It was moved, seconded, and carried to approve the request to add Biology 200 to the Category B2 of the General Education Breadth Requirements for the California State Universities.
10. POLICY CHANGE-SECOND READING-INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM. It was moved, seconded, and carried to approve the request to add Biology 200 to Area 5B of the Intersegmental General Education Transfer Curriculum.
11. POLICY CHANGE-SECOND READING-GENERAL EDUCATION BREADTH REQUIREMENTS FOR THE CALIFORNIA STATE UNIVERSITIES. It was moved, seconded, and carried to approve the request to add Environmental Studies 200 to the Category B2 of the General Education Breadth Requirements for the California State Universities.
12. POLICY CHANGE-SECOND READING-INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM. It was moved, seconded, and carried to approve the request to add Environmental Studies 200 to Area 5B of the Intersegmental General Education Transfer Curriculum.
13. POLICY CHANGE-SECOND READING-GENERAL EDUCATION BREADTH REQUIREMENTS FOR THE CALIFORNIA STATE UNIVERSITIES. It was moved, seconded, and carried to approve the request to add Science 200 to the Category B2 of the General Education Breadth Requirements for the California State Universities.
14. POLICY CHANGE-SECOND READING-INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM. It was moved, seconded, and carried to approve the request to add Science 200 to Area 5B of the Intersegmental General Education Transfer Curriculum.
15. POLICY CHANGE-FIRST READING-GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE. The request to add Music 104 to Category C of the General Education Requirements for the Associate Degree was a first reading only.
16. POLICY CHANGE-FIRST READING-GENERAL EDUCATION BREADTH REQUIREMENTS FOR THE CALIFORNIA STATE UNIVERSITIES. The request to add

Music 104 to Category C1 of the General Education Breadth Requirements for the California State Universities was a first reading only.

17. POLICY CHANGE-FIRST READING-INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM. The request to add Music 104 to Area 3A of the Intersegmental General Education Transfer Curriculum was a first reading only.
18. POLICY CHANGE-FIRST READING-GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE. The request to add Sign Language to Category D1 of the General Education Requirements for the Associate Degree was a first reading only.
19. OTHER.
 - The Distinguished Faculty Presentation by Glenn Doolittle will be held on Monday, November 26th.
 - The Gary Teigen Memorial Scholarship was announced. Contributions to the scholarship may be made to *Santa Ana College Foundation* with “Gary Teigen Scholarship” in the memo section. Payroll deduction is also an option.

ADDENDUM TO THE AGENDA

1. TECHNICAL COMMITTEE REPORT. The Technical Committee report was approved as submitted.
2. CURRICULUM ITEMS.

PROGRAM REVISION-FIRST READING

Items #1 through 3 were presented for first reading only.

Technology

1. Automotive Technology – Drive Train Service Option Certificate (2593)
2. Diesel and Heavy Equipment Technology Degree (0274) and Certificate (0295)
3. Welding Technology Degree (0181) and Certificate (0991)

CURRICULUM ITEMS. (Addendum 11/5/07)

NEW COURSES-FIRST READING

Items #1, 6, 8, 9, 10 were pulled. Items #4, 5, 7 were presented for first reading only.

Continuing Education

1. Counseling 305, Supervised Tutoring
4. Substantial Disabilities 400, Developmentally Disabled Adults Job Coach Training
5. Vocational Business 096, Introduction to Use of Digital Camera
6. Vocational Business 102, Introduction to Adobe InDesign

7. Vocational Business 275, Introduction to Office Employment Training Program
8. Vocational Business 277, Introduction to Income Tax Basics
9. Vocational Business 278, Introduction to Creating a Website Using Dreamweaver
10. Vocational Business 279, Introduction to Database Management with Microsoft Excel

The next meeting is Monday, December 3rd, at 2 p.m., SAC Foundation Board Room S-216.

NEW COURSES-SECOND READING

Items #16 through 41 were approved.

Business

16. Business Applications 150, Introduction to Geographic Information Systems
17. Business Applications 151, Intermediate Geographic Information Systems
18. Business Applications 174, Creating Web Pages with Dreamweaver and Flash
19. Business Seminar 020, Workplace Boundaries
20. Business Seminar 041, Workplace Morale
21. Business Seminar 076, Fundamentals of Geographic Information Systems (GIS)
22. Business Seminar 077, PDA Essentials
23. Management 040, Professional Development – Exploring Leadership
24. Management 041, Professional Development – The Business of Show Business

Fine and Performing Arts

25. Music 155, Introduction to Pro Tools
26. Television/Video Communication 155, Introduction to Pro Tools
27. Theatre Arts 156, Readers' Theatre Workshop

Human Services

28. Fire Officer Training 078D, ICS 223-10, Wildland Line EMT
29. Fire Officer Training 012, Ethical Leadership
30. Fire Officer Training 078, S-230 Crew Boss (Single Resource)
31. Fire Officer Training 078A, S-130 Firefighter Training – Wildland
32. Fire Officer Training 078B, S-215L Urban Wildland Interface Firefighting
33. Fire Officer Training 078C, S-371 Helibase Manager
34. Fire Public Safety 044, Fire Marine Rescue – Advanced Topics

Humanities

35. Reading 094, Preparation for Nursing ATI Test – Reading
36. Reading 102, Academic Reading
37. Reading 150, Critical Reading

Technology

38. Automotive Technology 025, A-6 Alternative Course – Electrical Systems
39. Automotive Technology 033, A-8 Alternative Course – Engine Performance
40. Automotive Technology 086, Advanced Clean Air Car Course
41. Automotive Technology 087, L-1 Alternative Course: Advanced Engine Performance

REVISED COURSES-SECOND READING

Item #126 was approved.

Business

126. Business 150, Introduction to Information Systems and Applications

Items #127 through 151 were approved.

Continuing Education

- 127. Adult Basic Education 111, Spanish Literacy for Adults
- 128. English as a Second Language 038, Vocational ESL: Business Skills
- 129. English as a Second Language 060, Vocational ESL: Health Services
- 130. English as a Second Language 393, Introduction to ESL/Family Literacy
- 131. English as a Second Language 394, ESL Writing A
- 132. English as a Second Language 395, ESL Writing B
- 133. English as a Second Language 398, ESL Community Learning Center
- 134. English as a Second Language 510, Vocational ESL: English for Work 1
- 135. English as a Second Language 520, Vocational ESL: English for Work 2
- 136. English as a Second Language 530, American English Pronunciation
- 137. Secondary Subjects High School Subjects-English 065, English Fundamentals 1
- 138. Secondary Subjects High School Subjects-English 066, English Fundamentals 2
- 139. Secondary Subjects High School Subjects-English 067, English Fundamentals 3
- 140. Secondary Subjects High School Subjects-English 068, English Fundamentals 4
- 141. Secondary Subjects High School Subjects-English 097, Building Vocabulary 2
- 142. Secondary Subjects High School Subjects-English 601, American English Pronunciation C
- 143. Secondary Subjects High School Subjects-Mathematics 163, Algebra 1A
- 144. Secondary Subjects High School Subjects-Mathematics 164, Algebra 1B
- 145. Secondary Subjects High School Subjects-Mathematics 165, Algebra 2A
- 146. Secondary Subjects High School Subjects-Mathematics 166, Algebra 2B
- 147. Secondary Subjects High School Subjects-Mathematics 167, Geometry A
- 148. Secondary Subjects High School Subjects-Mathematics 168, Geometry B
- 149. Secondary Subjects High School Subjects-Social Science 218, U.S. History 1
- 150. Secondary Subjects High School Subjects-Social Science 219, U.S. History 2
- 151. Secondary Subjects High School Subjects-Social Science 222, Government 1: United States Federal Government and Politics

Items #152 and 207 were approved.

Exercise Science

- 152. Exercise Science Intercollegiate Athletics 126, Upper Body Development for Athletes
- 153. Exercise Science Intercollegiate Athletics 127, Lower Body Development for Athletes

Human Services

- 154. Criminal Justice Academies 002A, Report Writing Update
- 155. Criminal Justice Academies 005, Shotgun Course – 8 Hour
- 156. Criminal Justice Academies 006, Level III Reserve Academy
- 157. Criminal Justice Academies 008, Street Gangs
- 158. Criminal Justice Academies N26, Law Enforcement CPR/First Aid

159. Criminal Justice Academies 033, Mounted Units
160. Criminal Justice Academies 033A, Advanced Mounted Officer Tactics
161. Criminal Justice Academies 034, Hostile Work Environment Training
162. Criminal Justice Academies 077, Tactical Firearms Update
163. Criminal Justice Academies 086, Career Ethics/Integrity
164. Criminal Justice Academies 087, Driving/Force Option Simulator Training
165. Fashion Design Merchandising 112, Pattern Drafting
166. Fire Academy 008B, Beginning Physical Ability Training
167. Fire Academy 071A, Ventilation Review
168. Fire Academy 072, Emergency Trench Shoring
169. Fire Academy 076, Low Angle Rope Rescue
170. Fire Academy 079A, Division/Group Supervisor
171. Fire Academy 079B, S-330 Task Force-Strike Leader
172. Fire Academy 080A, S-234 Wildland Firing Methods and Procedures
173. Fire Academy 080D, S-290 Intermediate Wildland Fire Behavior
174. Fire Academy 084, Hazardous Materials First Responder
175. Fire Academy 084A, First Responder 'Operational' Decontamination
176. Fire Academy 088, City Emergency Response Team
177. Fire Academy 200, Fire Public Education Officer I
178. Fire Academy 262A, Fire Management 2A, Leadership and Effective Communication
179. Fire Academy 262E, Fire Management 2E, Contemporary Issues and Concepts
180. Fire Academy 271C, Fire Command 1C
181. Fire Academy 272C, Fire Command 2C, High Rise Fire Tactics
182. Fire Academy 272D, Fire Command 2D, Planning for Large Scale Disasters
183. Fire Academy 273B, Command 2E, Wildland Firefighter Tactics
184. Fire Officer Training 006D, CSFM Terrorism and RIC
185. Fire Officer Training 010, Career Firefighter Lateral Academy
186. Fire Officer Training 020D, Hazardous Materials 1D
187. Fire Officer Training 079B, S-231 Engine Boss
188. Fire Officer Training 079C, S-330 Task Force-Strike Team Leader
189. Human Development 111A, Principles and Practices of Teaching Young Children
190. Human Development 111B, Introduction to Curriculum for Young Children
191. Human Development 221, Teaching in a Diverse Society
192. Human Development 231, Developing Language and Literacy in Young Children
193. Occupational Therapy Assistant 101L, Exploration of Occupation Through Activity
194. Occupational Therapy Assistant 102L, Psychosocial Components of Occupation
195. Occupational Therapy Assistant 103L, Physical Components of Occupation
196. Pharmacy Technology 084, Sterile Products Update

Humanities

197. English N60, Basic of Effective Writing
198. English 061, Introduction to Composition
199. English as a Second Language N40A, Introduction to Academic ESL I
200. English as a Second Language N40B, Introduction to Academic ESL II

Science and Math

- 201. Chemistry 219H, Honors General Chemistry
- 202. Mathematics 219H, Honors Statistics and Probability
- 203. Mathematics 295, Beginning Differential Equations

Social Sciences

- 204. Social Science 219H, Honors Statistics and Probability

Technology

- 205. Diesel 072, Transit Vehicle Electrical Systems
- 206. Diesel 073, Transit Vehicle Air Systems
- 207. Diesel 079, Transit Vehicle Wheelchair Lifts

PROGRAM REVISION-SECOND READING

Items #225 through 243 were approved.

Exercise Science

- 225. Exercise Science Degree (0459)
- 226. Exercise Science Fitness Certificate (2496)
- 227. Exercise Science Sports Medicine Certificate (2499)

Human Services

- 228. Criminal Justice – Criminal Justice Options Degree (0617)
- 229. Fashion Merchandising Degree (0556) and Certificate (0397)
- 230. Fashion Design and Custom Clothing Degree (0801) and Certificate (0596)
- 231. Fashion Design and Custom Clothing – Apparel Production Technician Option Degree (0100) and Certificate (0897)
- 232. Fashion Design and Custom Clothing – Dressmaking and Alterations Option Certificate (1092)
- 233. Infant-Toddler Option Degree (0639) and Certificate (1394)
- 234. Preschool Child Option Degree (0645) and Certificate (0692)
- 235. Occupational Therapy Assistant (0583)

Technology

- 236. Automotive Technology Degree (0272)
- 237. Manufacturing Technology
- 238. Manufacturing Technology – CAD/CAM Option Degree (1059) and Certificate (2092)
- 239. Manufacturing Technology – CNC Lathe Set Up and Operation Option Degree (0465) and Certificate (2595)
- 240. Manufacturing Technology – CNC Machine Set Up and Operation Option Degree (0463) and Certificate (2309)
- 241. Manufacturing Technology – CNC Milling Machine Set Up and Operation Option Degree (0467) and Certificate (2597)
- 242. Manufacturing Technology – CNC Programmer A-Mastercam Option Degree (0462) and Certificate (2299)

243. Manufacturing Technology – Conventional Machining Option Degree (1061) and Certificate (2095)

NEW COURSES-SECOND READING (Addendum 11/5/07)

Items #2, 3 11 and 12 were approved.

Continuing Education

2. Secondary Subjects High School Subjects-Science 170, Biology 1A Lab Science
3. Secondary Subjects High School Subjects-Science 171, Biology 1B Lab Science
11. Parent Education 528, Increasing Parent Awareness of U.S. Schools
12. Parent Education 533, Seminar in Parent Education

REVISED COURSES-SECOND READING (Addendum 11/5/07)

Items #13 through 35 were approved.

Continuing Education

13. Parent Education 527, Pre-Kindergarten "Parent and Me" Training
14. Parent Education 532, Effective Parenting
15. Parent Education 558, Early Childhood Care and Development for Family Child Care Providers
16. Parent Education 562, Health Education for Family Care Providers
17. Secondary Subjects High School Subjects 032, Individualized Instruction
18. Substantial Disabilities 350, Signing Exact English for Parents of Deaf Children
19. Substantial Disabilities 494, Disabilities & Success in the Workforce
20. Substantial Disabilities 495, Personal Development & Grooming for Developmentally Disabled Adults
21. Substantial Disabilities 781, Basic Academic Skills for Adults with Developmental Disabilities
22. Substantial Disabilities 787, Employment Preparation for Developmentally Disabled Adults
23. Substantial Disabilities 788, Independent Living Skills for Developmentally Disabled Adults
24. Substantial Disabilities 793, Physical Activities for Adults with Developmental Disabilities
25. Vocational Business 109, Introduction to Desktop Video Editing Using Adobe Premiere
26. Vocational Business 117, Introduction to Document Processing Using Adobe Acrobat
27. Vocational Business 120, Introduction to Animations Using Flash
28. Vocational Business 242, Introduction to Vector Graphics Using Adobe Illustrator
29. Vocational Business 260, Introduction to Word Processing Using MS Word
30. Vocational Business 261, Introduction to Database Using Filemaker Pro
31. Vocational Business 262, Introduction to Spreadsheets Using MS Excel
32. Vocational Business 302, Introduction to Web Page Development Using HTML
33. Vocational Business 303, Introduction to Electronic Imaging Using Adobe Photoshop
34. Vocational Business 304, Introduction to Electronic Presentations Using PowerPoint
35. Vocational Business 590, Introduction on How to Start a Small Business

NEW COURSES-FIRST READING

Items #1 through 13 were presented for first reading only.

Business

1. Business 182, Classifying Imports and Clearing US Custom
2. Business Applications 174, Creating Web Pages with Dreamweaver and Flash
3. Computer Science 124A, MCDST Preparation
4. Computer Science 125, Help Desk Skills
5. Computer Science 127, Introduction to E-Commerce
6. Computer Science 134B, Windows Vista Operating System
7. Computer Science 137, Personal Computer Troubleshooting
8. Computer Science 138, Foundations of Interactive Game Design
9. Computer Science 247A, Windows Server 2003
10. Engineering 240, Dynamics
11. Management 125, Organizational Leadership
12. Marketing 127, Introduction to E-Commerce

Fine and Performing Arts

13. Music 104, Rock Music History and Appreciation

REVISED COURSES-FIRST READING

Items #14 through 17 were presented for first reading only with the request to add item #17a Computer Science 134A, Windows XP Operating System as first reading.

Business

14. Business 104, Cooperative Work Experience Education – General
15. Business Applications 043, Microsoft Certified application Specialist Preparation
16. Business Applications 057, Medical Interpretation and Translation-Spanish/English
17. Business Applications 058, Legal Interpretation and Translation-Spanish/English

Items #18 through 27 were presented for first reading only.

Exercise Science

18. Exercise Science Activities 170, Yoga (1 unit)
19. Exercise Science Activities 170, Yoga (.5 units)

Humanities

20. Reading N90A, Individualized Reading
21. Reading N90B, Individualized Reading
22. Reading 100A, Advanced and Critical Reading
23. Reading 100B, Advanced and Critical Reading

Science and Math

24. Physics 210, Principles of Physics I

25. Physics 217, Engineering Physics I
26. Physics 227, Engineering Physics II
27. Physics 237, Engineering Physics III

PROGRAM REVISION-FIRST READING

Items #28 through 46 were presented for first reading only.

Business

28. Accounting Degree (0151) and Certificate (0190)
29. Business Administration Degree (0102)
30. Business Application and Technology Degree (0170) and Certificate (1698)
31. Computer Information Systems Degree (0162) and Certificate (0197)
32. Computer Science Degree (0280) and Certificate (0291)
33. Engineering Degree (0202)
34. Engineering Civil Technology Degree (0258) and Certificate (0794)
35. Engineering Computer Aided Drafting and Design Degree (1054) and Certificate (1093)
36. Engineering Drafting and Design Degree (0254) and Certificate (0798)
37. Engineering Industrial Technology Degree (0260) and Certificate (0896)
38. International Business Degree (1058) and Certificate (1994)
39. Management Degree (0172) and Certificate (0192)
40. Marketing Degree (0153) and Certificate (0895)
41. Paralegal Degree (0523) and Certificate (1799)

Fine and Performing Arts

42. Art – 3D Animation Certificate
43. Music – Digital Music Production Certificate (2390)
44. Television/Video Communications Degree (0343)
45. Television/Video Communications Certificate
46. Theatre Arts Degree