

# SANTA ANA COLLEGE

## CURRICULUM & INSTRUCTION COUNCIL

DATE: February 11, 2013  
 FROM: Monica Porter, Chair  
 TO: Curriculum & Instruction Council  
 RE: Minutes of Meeting of February 11, 2013  
 2:00 pm, SAC Foundation Board Room, S – 215

Present: P. Canzona, M. Collins, M. Colunga, B. Courter, D. Gilmour, G. Giroux, B. Kehlenbach, J. Lopez, L. Pedroza, M. Porter, T. Ragien, L. Ross, K. Ross, B. Sos, J. Trone, J. Vercelli, D. Vu.

Guests: S. Bagdonas, A. Dooley, S. Gibson, M. Grant, P. Hernandez, H. Kim, M. Liang, B. Nichols, B. Scott, C. Truong, S. Turner, T. Withey.

1. APPROVAL OF MINUTES DECEMBER 3, 2012 APPROVED
2. TECHNICAL COMMITTEE ITEMS APPROVED
3. CURRICULUM ITEMS APPROVED
4. COURSE PARTICIPATION & ATTENDANCE INFORMATION  
 Cherylee Kushida and Madeline Grant requested that council representatives discuss this item with their faculty at their Division Curriculum meetings. This item will be placed as an action item on the next agenda.
5. ARTICULATION OFFICER REPORT INFORMATION
  1. Five AA-T/AS-T degrees were approved by the council last year. They were in the areas of Business Administration, Elementary Education, Geography, Kinesiology, and Political Science. Four out of the five were submitted to the State Chancellors Office and currently awaiting approval. Monica informed the council members of the California Community Colleges Board of Governors goal that each college that offers a degree that has an approved TMC will have an approved AA-T/ AS-T degree in 80 percent of the majors by the fall of 2013 and 100 percent by the fall of 2014. SAC will require 16 approved AA-T/AS-T by the fall of 2013 to meet the 80% goal. We currently have 9 and are in need of 7 by spring 2013.
  2. Paula mentioned to the council that C-ID descriptors need to be submitted for articulation before the AA-T/AS-T proposals are submitted to the Chancellor's Office. Effective January 1, 2013, all AA-T and AS-T proposals submitted to the Chancellor's Office for review and approval must demonstrate that courses included in the degree have been submitted for C-ID numbers, where descriptors exist. The course's C-ID number may be in pending or final status. Also, the course outline of record cannot be more than 5 years old.

6. ACCREDITATION REPORT  
No Report

INFORMATION

7. CURRICUNET UPDATE

INFORMATION

Dr. Rose announced to the council about the upgrade to CurricUNET META. The new upgrade system should be launched by August 2013. A workgroup has been established. Council members were encouraged to provide feedback to Monica regarding current CurricUNET issues and she will bring them forward to the workgroup. Training sessions will be provided to Faculty and Staff after the system in the future.

8. OTHER

1. Monica reminded council members that the section on the Course Outline of record pertaining to Textbooks and Instructional Materials should not be left blank. Even if there is no official textbook for the course, instructional/reading materials should be identified. Monica also provided the council members with information regarding textbooks and instructional materials from "The Course Outline of Record: Curriculum Reference Guide."

2. Monica reminded council members that when courses that offer an Honors section are brought forward for approval to the C&I Council, the Honor Addendum needs to be provided at the same time. Also, when programs are brought forward for approval, please be sure that all courses that are listed in the program have first been approved through the C&I council. The Kinesiology – Coaching Certificate was approved last semester but is still on HOLD since two elective courses have not yet been approved by the C&I Council.

4. History 122 will be removed from the Political Science AS-T degree. The chair of the history department informed the originators of the degree that the department has made the decision to delete this course from their departmental offerings and will be submitting this change to the C&I council in the near future.

5. Monica reminded faculty about the prerequisite language of "Minimum grade of C" which can be done in a systematic fashion through CurricUNET.

7. Monica welcomed Jinhee Trone, Business Division, and Brian Sos, Kinesiology Division as new C&I Council representatives replacing Craig Takahashi and Jodi Coffman. The council would like to thank both Craig and Jodi for their contributions to the Curriculum and Instruction Council.

**The next meeting is scheduled for Monday, February 25, 2013 at 2:00 p.m., SAC Foundation Board Room, S-215.**

**COURSE DELETIONS**

***Items #1 through #64 and items #67 through #102 were approved. These changes will appear in the 2013-2014 Catalog effective fall 2013. Items #65 through #66 were pulled.***

**Business**

1. BA 198 Microsoft Expression Web
2. BUS 198 Selling Consumer Products in Europe
3. BUS 198 Selling Services in China and Asia
4. CMPR 198 Advanced Java
5. CMPR 198 Advanced Java Programming
6. CMPR 198 Advanced Web Development Using Vb.net
7. CMPR 198 Graphic Design Internship
8. CMPR 198 Internet Technologies
9. CMPR 198 Local Area Networks in the Enterprise Environment
10. MKTG 198 Web Advertising
11. SBSM 098 Small Business Seminar Topics

**Counseling**

12. CNSL 198 Pathways to Teaching

**Fine and Performing Arts**

13. ART 198, Experimental Aqueous Media
14. ART 198, Introduction to Mural Painting & Design
15. ART 198-67, Graphic Design Internship
16. DNCE 198 Intermediate Ballet
17. DNCE 198 Introduction to Caribbean and Latin Dance Styles
18. DNCE 198 Introduction to Intermediate Tap Styles
19. DNCE 198 Introduction to Middle Eastern Dance
20. MUS 198 Introduction to Protocols
21. MUS 198 Piano Clinic
22. MUS N98 Topics
23. PHOT 198 Advanced Digital Camera Technique
24. PHOT 198 Wedding and Quincenera Photography
25. TELV 198 Media Aesthetics

**Human Services and Technology**

26. AUTO 098, Smog Check
27. CJ 098 Computer Crime
28. CJ 098 Criminal Justice Intervention in Mental Health Situations
29. CJ 098 Prison Experience
30. CJA 001 Asset Seizure & Forfeiture
31. CJA 001 Bombs and Booby Traps 8 hours
32. CJA 001 Firearms Safety/Concealed Weapon
33. CJA 001 ICS Train The Trainer

34. CJA 001 Level II Reserve Academy
35. CJA 001-48 Law Enforcement Inservice Training 2011
36. CJA 023 Heart Saver Defibrillator Course
37. CJA 040 Basic Police Academy
38. CJA 041 Level III Reserve Academy
39. CJA 041 SSO Basic Academy
40. EDUC 198 Introduction to Education
41. FDM 098 Pants for Any Body
42. FOT 030 Command 1C-CFSTES
43. FOT 030 CSFM Terrorism & RIC
44. FOT 030 Fire Command 1A-CFSTES
45. FOT 030 Fire Instructor 1B-CFSTES
46. FOT 030 Fire Prevention 1C-CFSTES
47. FOT 030 Fire Prevention Officer 1A-CFSTES
48. FOT 030 Fire Prevention Officer IB-CFSTES
49. FOT 030 I-300 Intermediate ICS
50. FOT 030 I-420 Command & General Staff
51. FOT 030 Low Angle Rescue
52. FOT 030 Motion Picture/Television Safety Officer
53. FOT 030 S-244 Field Observer
54. FOT 030 Task Force Medical Team
55. FOT 030 Trauma Intervention Program (TIP)
56. FOT 031 S-190 Introduction to Wildland Fire Behavior
57. FOT 031 S-231 Engine Boss
58. FOT 031 S-339 Division/Group Supervisor All Risk
59. FOT 031 S-349 Resource Unit Leader/Demobilization Unit Leader
60. FSA 030 Ancillary Personnel Training Modules
61. FSA 030 Fire Inservice Training 2008A Standards
62. FSA 030 Fire Inservice Training 2008A Standards
63. FSA 030 Fire Inservice Training 2008B Standards
64. FSA 030-31 Fire In-Service Training 2012-A Standards
65. FSA 043 Fire Marine Safety Basic Topics **(PULLED)**
66. FSA 044 Fire Marine Rescue - Advanced Topics **(PULLED)**
67. HUD 098 Developmentally Appropriate Practice
68. HUD 098 Understanding Parenting: the First Five Years
69. HUD 198 Introduction to Sign Language for the Infant/Toddler Caregiver
70. HUD 198 Math Methods for the Early Childhood Classroom
71. HUD 198 Observation and Assessment for Early Learning and Development
72. HUD 198 Parenting in the New Millennium
73. HUD 198 Pop Bottle Science for Early Childhood Educators
74. HUD 198 Staff Development for Managers in ECE Programs
75. MNFG 098 Advanced CNC Lathe Programming, Setup and Operation
76. MNFG 098 Introduction to Injection Molding
77. MNFG 098 Introduction to Plastic Materials
78. MNFG 098 Setup, Operation & Programming of CNC Wire EDM Machines

### Humanities

79. ENGL 098 English Writing Center
80. ENGL 098 Preparation for Nursing Ati Test-English

81. READ 098 Academic Reading in a Specific Course
82. READ 098 Preparation for Nursing Ati Test-Reading
83. READ 098 Reading for Non-Native Speakers of English - Part II
84. READ 098 Reading for Non-Native Speakers of English II

#### Science, Math and Health Sciences

85. GEOL 199 Independent Study
86. MATH N98 Remedial Mathematic
87. NRN 106 Health Sciences Skills Laboratory - First Year
88. NRN 198 Cooperative Work Experience
89. NRN 206 Health Sciences Skills Laboratory - Second Year

#### Special Services

90. INDE 199 Dir Study
91. SPEC 199 Ind Study
92. SPEC N98 Learning Assessment
93. STDY 072A Learning Strategies
94. STDY 072B Learning Strategies
95. STDY N96 Training for Tutorial Assistant

#### Continuing Education

96. HSOTH 741, Spanish for Spanish Speakers
97. HSOTH 875, First Aid
98. HSART 602, Music Theory 2
99. HSART 603, Music Theory 3
100. HSART 604, Music Theory 4
101. HSART 605, Music Theory 5
102. HSART 606, Music Theory 6

#### **PROGRAM DELETION**

***Item #103 was approved. This change will appear in the 2013-2014 Catalog effective fall 2013.***

#### Human Services and Technology

103. CAD/CAM Option Degree (sac.mfgca.as) and Certificate (sac.mngca.ca)

#### **REVISED COURSES**

***Item #104 was approved.***

#### Science, Math and Health Sciences

104. EARTH 110 Introduction to Earth Science  
(Course content changed; SLO changed)

**REVISED COURSES WITH SLO – NO CHANGE TO CATALOG AND CLASS SCHEDULE**  
**DESCRIPTION**

*Items #105 through #109 were approved.*

Business

- 105. CMPR 134B Windows Vista Operating System
- 106. CMPR 134C Microsoft Windows 7 Operating System
- 107. CMPR 135 Software Deployment Mechanisms
- 108. CMPR 137 Personal Computer Troubleshooting
- 109. CMPR 141 UNIX Operating System

**NEW COURSES – FIRST READING**

*Items #1 and #2 were presented for first reading. The rules for a second reading were suspended, and items #1 and #2 were approved. These changes will appear in the 2013-2014 Catalog effective for fall 2013. Item #3 was presented for first reading.*

Business

1. CMPR 134D Microsoft Windows 8 Operating System
2. CMPR 140 Discrete Structures for Computer Science

Humanities

3. SPAN 198 Topics in Spanish

**NEW PROGRAMS – FIRST READING**

*Items #4 and #5 were presented for first reading. The rules for a second reading were suspended, and items #4 and #5 were approved. These changes will appear in the 2013-2014 Catalog effective fall 2013.*

Human Services and Technology

4. Associate in Science in Administration of Justice for Transfer (sac.cj.ast)

Science, Math and Health Sciences

5. Associate in Science in Mathematics for Transfer (sac.math.ast)

**REVISED PROGRAMS – FIRST READING**

*Item #6 was pulled due to typographical error. This certificate was approved by the C&I Council on 12/05/2011. Item #7 was presented for first reading.*

Human Services and Technology

6. Hospitality Option Certificate (sac.nutho.ca)

Science, Math and Health Sciences

7. Biological Science Degree (sac.biol.aa)