

SANTA ANA COLLEGE

CURRICULUM & INSTRUCTION COUNCIL

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

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

Guests: E. Hassel, P. Hernandez, H. Kim, S. Jaffrey, M. Liang, B. Scott, C. Truong,

APPROVAL OF MINUTES FEBRUARY 25, 2013 APPROVED

TECHNICAL COMMITTEE ITEMS APPROVED

CURRICULUM ITEMS APPROVED

COURSE PARTICIPATION & ATTENDANCE INFORMATION

A workgroup presented the revised language to the council. It was moved, seconded, and approved by the council members to move the new policy language to the Academic Senate. Monica Porter and Madeline Grant will bring this item to the SAC Academic Senate for review.

Current Policy:

Absence/Drop

It is the student's responsibility to withdraw officially from a course.

However, because of enrollment demand a student may be dropped by the instructor when not appearing at the first class meeting.

A student may be dropped for excessive absences when the total hours of absences exceed 10% of the total, scheduled hours of the class.

Under extenuating circumstances, a student may be reinstated by the instructor.

Proposed Policy:

Absence/Non Participation/Drop

It is the student's responsibility to withdraw officially from a course.

However, because of enrollment demand a student may be dropped by the instructor when not appearing at the first class meeting or not participating in the first course activity designated to account for active enrollment.

A student may be dropped for non participation if they have missed in excess of 10% of the total course activities including but not limited to class attendance, discussions, assessments, etc.

Under extenuating circumstances, a student may be reinstated by the instructor.

ARTICULATION OFFICER REPORT

INFORMATION

Paula Canzona has been submitting courses for C-ID. She reminded the council members to make sure that Course Outline of Records are current. Also, any course submitted to C-ID must have current textbook information listed.

ACCREDITATION REPORT

INFORMATION

A. Dr. Rose informed the council regarding the accreditation process that is currently under way on our campus. The tie of SLO's to the standards was also discussed. The ACCJC website was highlighted as a faculty resource for further information regarding accreditation standards and outcomes.

B. Dr. Rose informed the council regarding regulations on TBA hours. Dr. Rose requested that council members take information back to division curriculum committees to make sure that Divisions are in compliance with the identification of TBA hours, for applicable courses, in the course catalog. TBA compliance will continue to be reviewed during our audits, and our upcoming accreditation site visit.

CURRICUNET UPDATE

INFORMATION

Monica informed council members that the CurricUNET META taskforce will meet on Friday, March 15, 2013 at 10 a.m. in S-215. Monica and Paula Canzona will be attending the meeting and will report back to the council at our next council meeting.

Also, Dr. Rose requested that council representatives discuss the standard layout of our current Course Outline of Record as it displays on CurricUNET at their Division Curriculum meetings and bring any suggestions to the next C&I Council meeting.

OTHER

A. SAC and SCC will be developing separate Curriculum Handbooks. Monica is currently working on the SAC Curriculum Handbook and will be bringing a draft to the council members for input in the near future.

B. Monica will send to the council members the "The Course Outline of Record: Curriculum Reference Guide."

C. There was a typographical error on the agenda in the area of course deletions. ANTH 100, Introduction to Cultural Anthropology was listed in error. The deleted course was meant to be ANTH 107, Introduction to Forensic Anthropology. ANTH 107 was approved for deletion and will take effect for the 2013 – 2014 catalog.

The next meeting is scheduled for Monday, April 1, 2013 at 2:00 p.m., SAC Foundation Board Room, S-215.

COURSE DELETIONS

Items #1 through #18 were approved. These changes will appear in the 2013 - 2014 Catalog effective for fall 2013.

Human Services and Technology

CJ 095, Drug Use and Identification
FSA 060, Career Firefighter County Academy

Humanities and Social Sciences

ANTH 107, Introduction to Forensic Anthropology
ENGL N10, Preparation for Nursing TEAS—English
ENGL N50, Introduction to Written Communication
ESL N40A, Introduction to Academic ESL I
ESL N40B, Introduction to Academic ESL II
ESL N49, Reading, Writing and Grammar I
HIST 122, American History-Dynamics of Change
HIST 128H, Honors America and the Quest for Global Reform
READ N49, Reading for Non-Native Speakers of English
READ N49B, Reading for Non-Native Speakers of English - Part I

Kinesiology

KNAC 220, Basketball (0.5 unit)
KNFI 108, Summer Circuit Training
KNFI 116, Summer Circuit Training for Summer Fitness
KNFI 128, Conditioning for Athletes-Women (0.5 unit)

Special Services

SPEC 098, Reading Development for the Deaf
SPEC N45, Introduction to Service Learning

REVISED COURSES

Items #19 through #23 were approved. These changes will appear in the 2013 - 2014 Catalog effective for fall 2013.

Counseling

CNSL 021, Math Study Strategies
(Repeatability changed from R2 to NR)

CNSL 116, Career/Life Planning and Personal Exploration
(Transfer code changed from B to A)

Human Services and Technology

CJA 068A, Investigations and Report Writing
(SAM changed from B to C; Repeatability changed from R3 to NR; TOP code changed from 2105.00 to 2105.50)

Kinesiology

KNAC 169, Wrestling (0.5 unit)
(Repeatability changed from R3 to NR)
KNAC 169, Wrestling (1.0 unit)
(Repeatability changed from R3 to NR)

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

Items #24 through #32 were approved. These changes will appear in the 2013 – 2014 Catalog effective for fall 2013.

Fine and Performing Arts

MUS 137, Chamber Choir
MUS 171, Concert Band
MUS 175, Jazz Ensemble
MUS 271, Symphonic Band

Human Services and Technology

CJ 102, Introduction to Corrections
CJA 009C, Narcotics Related Training

Humanities

SPAN 201, Intermediate Spanish I
SPAN 201H, Honors Intermediate Spanish I
SPAN 202H, Honors Intermediate Spanish II

NEW COURSES – FIRST READING

Item #1 was presented for first reading

Human Services and Technology

CJA 010E, Youth Academy

NEW COURSES – SECOND READING

Item #2 was approved. These changes will appear in the 2014 – 2015 Catalog effective for fall 2014.

Counseling

CNSL 220, The Child as Victim

REVISED COURSES – FIRST READING

Items #3 through #9 and #11 through #16 were presented for first reading. The rules for a second reading were suspended, and items #3 through #9 and #11 through #16 were approved. These changes will appear in the 2013 – 2014 Catalog effective for fall 2013.

Item #10 was presented for first reading.

Fine and Performing Arts

DNCE 119A, Introduction to Jazz Dance
DNCE 119B, Introduction to Jazz Dance
MUS 115A, Applied Music (Private Instruction)
MUS 115B, Applied Music (Private Instruction)
MUS 115C, Applied Music (Private Instruction)
MUS 115D, Applied Music (Private Instruction)
MUS 135, Concert Chorale

Human Services and Technology

CJA 039A, First Aid/CPR Refresher

Humanities and Social Sciences

CHNS 101 Elementary Chinese I
EMLS 055 Writing, Grammar and Reading I
SPAN 101 Elementary Spanish I

SPAN 101H Honors Elementary Spanish I
SPAN 102 Elementary Spanish II
SPAN 102H Honors Elementary Spanish II

REVISED COURSES – SECOND READING

Item #17 through #18 were approved. These changes will appear in the 2013 - 2014 Catalog effective for fall 2013.

Humanities and Social Sciences

POLT 200, American Political Thought
POLT 200H, Honors American Political Thought

REVISED PROGRAMS – SECOND READING

Item #19 through #28 were approved. These changes will appear in the 2014 - 2015 Catalog effective for fall 2014.

Human Services and Technology

CNC Lathe Set Up and Operation Option Certificate (sac.mngla.ca)
CNC Lathe Set Up and Operation Option Degree (sac.mngla.as)
CNC Machine Set Up and Operation Option Certificate(sac.mngma.ca)
CNC Machine Set Up and Operation Option Degree (sac.mngma.as)
CNC Milling Machine Set Up and Operation Option Certificate of Achievement (sac.mngmi.ca)
CNC Milling Machine Set Up and Operation Option Degree (sac.mngmi.as)
CNC Programmer A-Mastercam Option (sac.mngpa.ca)
CNC Programmer A-Mastercam Option Degree (sac.mngpa.as)
Conventional Machining Option(sac.mngcm.ca)
Conventional Machining Option Degree (sac.mngcm.as)

NEW PROGRAMS – FIRST READING

Items #29 through #30 were presented for first reading. The rules for a second reading were suspended, and items #29 through #30 were approved. These changes will appear in the 2013 - 2014 Catalog effective for fall 2013.

Fine and Performing Arts

Associate of Arts in Journalism for Transfer (sac.cmsd.aat)
Associate in Arts in Music for Transfer (sac.mus.aat)