SANTA ANA
C O L L E G E

1530 W. 17th St, Santa Ana, CA 92706

MINUTES
CURRICULUM AND INSTRUCTION COUNCIL
Monday, March 14, 2022
2:00 pm
Zoom Meeting: https://cccconfer.zoom.us/j/7145646993

Present: P. Canzona, C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Lange, J. Mathis, L. Pedroza, D. Peraza, K. Robinson, D. Roper, B. Sos, M. Taylor, J. Tolentino, W. Wang

Absent: J. Lamb, TBA (Student Representative)

Guest: M. Aguilar-Beltran, L. Chavez, S. Clark, A. Gonis, W. Jones, M. Kimmel, C. Kushida, F. Ortiz, S. Salas

Meeting was called to order by C. Coyne, CIC Chair, at 2:03 p.m.

I.   Approval of Additions or Corrections to Agenda
No additions or corrections to Agenda were made.

II.   Public Comments
C. Coyne announced that M. Kimmel is stepping down from representing Human Services and W. Wang will be taking her place. She expressed her gratitude towards M. Kimmel and welcomed W. Wang to CIC.

III.   Approval of Minutes
The Minutes from February 28, 2022 were approved.

Mover: D. Khalid
Seconded by: L. Pedroza
Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Lange, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino, W. Wang
Nays: None
Abstentions: None

IV.   Curriculum
See comments and approvals in subsequent pages.

V.   ASCCC's Resolution 09.01 and other updates on Diversity, Equity, Inclusion and Accessibility (DEIA) in Curriculum
M. Aguilar-Beltran spoke about the Student Equity Planning Institute (SEPI) and encouraged all members to listen to the Equity Plan 2.0 video presentation by L. Bond. She explained the Student Equity Plan 1.0 and the updates in Plan 2.0.

M. Aguilar-Beltran reported on the current Academic Senate for California Community Colleges (ASCCC) Resolutions regarding Resources for Racial Justice and Critical Race Theory and the addition of Culturally Responsive Curriculum, Equity Mindedness and Anti-Racism to the Course Outline of Record (COR), please refer to PowerPoint Presentation. She also mentioned that a Resolution to adopt DEI in the Curriculum Model Principles and Practices Framework is going through the approval process this semester.

Discussion followed.

VI. CIC Handbook Work Group

K. Robinson stated that she is recruiting faculty to update the CIC Handbook. Interested faculty need not to be a member of CIC.

VII. Meeting Time (CIC and Technical Committee)

After discussion, the meeting time for CIC and the Technical Committee will remain at 2:00 p.m.

VIII. Reports and Announcements
a. Accreditation

C. Coyne mentioned that meeting with the visiting Accreditation Committee members had been positive. She also commented that a commendation for sustainability efforts may be coming our way. She expressed her gratitude to all faculty who attended the meeting and participated in the discussion.

F. Ortiz reported that the ACCJC visiting team held several interviews with a variety of constituency groups and participatory governance committees on March 8 and 9. They also held two Open Forums and one Exit Report during their time with us. The visiting team's focus was on two core inquiries; 1) implementation of improvements/redesign for assessment and program review that support resource allocation and 2) the college's implementation and alignment with District-wide sustainability efforts. Santa Ana College will receive the commission's accreditation decision and/or recommendations in June.

b. Guided Pathways (GP) and Student Equity and Achievement (SEA)

See comments under Item V.

c. META Updates

C. Coyne reported that there are 140 proposals in 'in review' status and 146 proposals in 'daft' mode in META. She requested the assistance of all faculty in removing old proposal from the workflow or to move them forward for approval. She stated that the Distance Education tab, within META, has been updated; thus, it is important to ensure that proposals are kept up to date.

The process to remove a 'draft' proposal from the workflow is by deleting the draft. To remove an 'in review' proposal, contact the Curriculum Office so that the proposal can be unlauched and moved to draft mode so faculty can delete it.

C. Coyne shared that a reviewer from the Chancellor's Office expressed commendations on the great work faculty is doing with program submissions and attaching all necessary accompanying documents.

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(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; (11) Other academic and professional matters as mutually agreed upon between the governing board and the academic senate

d. Chancellor's Office Curriculum Inventory (COCI) Correspondence

C. Coyne explained the Chancellor's Office Curriculum Inventory (COCI) System Advisory Memorandum and the potential impact the scheduled maintenance periods may have in the production of the catalog and class schedule. She encouraged faculty to submit programs and courses for approval towards the beginning of the semester rather than the end of the scheduled meetings. She reminded faculty that all courses and programs, once approved by CIC, need to be approved by the Board of Trustees which may cause delays in submission to the state's COCI system.

Discussion ensued.

e. Chancellor's Office Common Course Numbering Survey

C. Coyne stated that the Academic Senate for California Community Colleges (ASCCC) received a request from the California Community Colleges Chancellor's Office to forward a survey to faculty groups regarding AB 1111 (Berman, 2021), directing California community colleges to adopt a student-facing common course numbering system down to the college catalog level, beginning with transfer pathway and general education courses. The survey will be sent to all CIC members via email after the conclusion of this meeting. Responses are due Friday, March 18th.

Discussion followed.

f. Brown Act Update

C. Coyne reported that there have been no changes to the Governor's Executive Order extending AB 361 which amended the Brown Act to allow teleconference meetings beyond March 31, 2022; thus, our first in person CIC Meeting is scheduled for April 18, 2022.

Meeting adjourned at 3:11 p.m.

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III.a. CONSENT AGENDA from TECHNICAL COMMITTEE
Items 1 – 2 were approved.

Mover:	D. Khalid
Seconded by:	M. Dinh-Mahavongtrakul
Ayes:	C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Lange, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino, W. Wang
Nays:	None
Abstentions:	None

Revised Courses without Catalog Changes
None to review

Program Deletion
None to review

Revised Courses with Minor Catalog Changes
None to review

Course Deactivations
1. Biology 198-01, Special Topics - Intro to Biotech
2. Biology 198-03, Special Topics - Biotech A: Basic Skills

Removal of Deactivated Courses from General Education Plans
None to review

Removal of Deactivated Courses from Programs
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

10+1

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III.b. CURRICULUM ITEMS
<mark>DISCUSSION ITEMS</mark> (1st READINGS)
Items 3 – 29 were discussed.

New Courses
None to review

Revised Courses
3. Criminal Justice 102, Introduction to Corrections
   a. Distance Education – **ONLY**
4. Criminal Justice 104, Prison Experience
   a. Distance Education – **ONLY**
5. Criminal Justice 106, Coroner Death Investigations
   a. Distance Education – **ONLY**
6. Criminal Justice 108, Crime Scene Investigation
   a. Distance Education – **ONLY**
7. Criminal Justice 110, Street Gangs
   a. Distance Education – **ONLY**
8. Criminal Justice 209, Organized Crime
   a. Distance Education – **ONLY**
9. Criminal Justice 210, Drug Abuse and Criminal Justice
   a. Distance Education – **ONLY**
10. Criminal Justice 220, Juvenile Delinquency and Control
    a. Distance Education – **ONLY**
11. High School Subjects – English 701, English 1 – Noncredit
    a. FOMA
12. High School Subjects – English 702, English 2 – Noncredit
    a. FOMA
13. High School Subjects – English 703, English 3 – Noncredit
    a. FOMA
14. High School Subjects – English 704, English 4 – Noncredit
    a. FOMA
15. High School Subjects – English 705, English 5 – Noncredit
    a. FOMA
16. High School Subjects – English 706, English 6 – Noncredit
    a. FOMA
17. High School Subjects – English 707, English 7 – Noncredit
    a. FOMA
18. High School Subjects – English 708, English 8 – Noncredit
    a. FOMA
19. *High School Subjects - Natural Sciences 192, Basic Science 1 – Noncredit
    a. Distance Education
    b. Correspondence Education

20. High School Subjects - Social Sciences 215, Introduction to Economics – Noncredit
    a. Distance Education
    b. Correspondence Education
21. *High School Subjects - Social Sciences 222, Government 1: U.S. Federal Government and Politics – Noncredit
    a. Distance Education
    b. Correspondence Education
22. High School Subjects - Social Sciences 231, Modern World History 1 – Noncredit
    a. FOMA
23. High School Subjects - Social Sciences 232, Modern World History 2 – Noncredit
    a. FOMA
24. Vocational – Fashion Design & Merchandising 100, Introduction to the Fashion Industry – Noncredit
    a. Distance Education
25. Vocational – Fashion Design & Merchandising 105, Beginning Sewing – Noncredit
    a. Distance Education
26. Vocational – Food 210, ServSafe® Food Protection Manager Certification Exam Preparation, Review, & Practice – Noncredit
    a. Distance Education
27. Vocational – Health 101, Overview of the Nursing Assistant Training Program – Noncredit
    a. Distance Education
28. Vocational – Health 799, Introduction to Pharmacy Technology – Noncredit
    a. Distance Education

New Programs
None to review

Revised Programs
29. Introduction to Automotive Technology Certificate of Completion – Noncredit

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III.c.   CURRICULUM ITEMS
ACTION ITEMS (2nd READINGS)
Items 30 – 33 were approved.

Mover:	L. Pedroza
Seconded by:	D. Khalid
Ayes:	C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Lange, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino, W. Wang
Nays:	None
Abstentions:	None

Item 33 with prerequisite was approved.

Mover:	D. Khalid
Seconded by:	L. Pedroza
Ayes:	C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Lange, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino, W. Wang
Nays:	None
Abstentions:	None

Items 30 – 33 with Distance Education were approved.

Mover:	D. Khalid
Seconded by:	L. Pedroza
Ayes:	C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Lange, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino, W. Wang
Nays:	None
Abstentions:	None

Items 30 – 33 with Correspondence Education were approved.

Mover:	D. Khalid
Seconded by:	L. Pedroza
Ayes:	C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Lange, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino, W. Wang
Nays:	None
Abstentions:	None

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(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; (11) Other academic and professional matters as mutually agreed upon between the governing board and the academic senate

Items 34 – 36 were approved.

Mover: C. Emley
Seconded by: D. Khalid
Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid,
                  M. Lange, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino, W. Wang
Nays: None
Abstentions: None

New Courses
None to review

Revised Courses
30. *High School Subjects - Social Sciences 218, U.S. History 1: Colonization to Industrialization – Noncredit
    a.   Distance Education
    b.   Correspondence Education
31. *High School Subjects - Social Sciences 219, U.S. History 2: Shaping of Modern America – Noncredit
    a.   Distance Education
    b.   Correspondence Education
32. Vocational – Automotive 668, Introduction to Automotive Vehicle Systems – Noncredit
    a.   Distance Education
33. Vocational – Health 102, Certified Nursing Assistant (CNA) Training – Noncredit
    a.   Prerequisite
    b.   Distance Education

New Programs
None to review

Revised Programs
34. Associate of Science in Nursing Degree Pre-Nursing for the Bachelor's Degree in Nursing
35. Nursing Assistant Certificate of Completion – Noncredit
36. Vocational Construction Technology Certificate of Completion – Noncredit

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