



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

MINUTES
CURRICULUM and INSTRUCTION COUNCIL

Monday, April 24, 2023

2:00 pm

Campus Location: Centennial Education Center, Rooms F – 101/102

- Present:** P. Canzona, C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Lamb, D. Peraza, M. Taylor, J. Tolentino, W. Wang
- Absent:** M. Aguilar-Beltran, G. Gonzalez, K. Guzman, R. Hernandez (Student Representative), J. Mathis, L. Pedroza, K. Robinson, B. Sos
- Guest:** K. Blackburn, L. Chavez, E. Gomez, M. Grant, A. Jones, C. Lamourelle, A. Macias, O. Madrigal, TJ Naman, M. Weber

D. Khalid welcomed CIC members to CEC and introduced faculty and administrators present. L. Chavez provided a warm greeting to CIC members and provided a brief history of the Welcome Center.

I. Approval of Additions or Corrections to Agenda

No additions or corrections to agenda items.

II. Public Comments

Curriculum Office staff congratulated C. Coyne on her appointment as the upcoming Academic Senate President and wished her much success.

III. Approval of Minutes

The Minutes from April 10, 2023 were approved.

Mover: C. Emley

Seconded by: D. Khalid

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, D. Peraza, M. Taylor, J. Tolentino, W. Wang

Nays: None

Abstentions: None

IV. Curriculum

See comments and approvals in subsequent pages.

V. Administrative Regulations and Board Policies – Second Reading

a. AR 4105 – Distance Education

AR 4105 was approved as presented.

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

b. AR 4236 – Advanced Placement Credit

AR 4236 was approved as presented.

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

c. BP 4230 – Grading

BP 4230 was approved as presented.

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

VI. Substitutions for Associate Degree for Transfer (AD-T)

P. Canzona referenced the Course Substitutions and Reciprocity, Policy and Procedures found within the college catalog where she explained which courses may be used for substitution in Associate Degrees for Transfer (AD-Ts). She stated that AD-Ts are more regulated than local Associate Degrees; thus, when a course substitution is approved, the courses must be largely the same. She further stated that she is always available to answer questions about specific scenarios. Substitutions of courses from other California Community Colleges (CCCs) or California State Universities (CSUs) made by matching C-ID numbers are done automatically and do not go through a petition process.

Discussion followed.

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

VII. **New Department for Child Development Apprenticeship**

C. Lamourelle provided a synopsis of SAC and SCC's joint effort to provide a Child Development Apprenticeship program for Child Development and Education students. She requested the creation of a new department code (APCD – Apprenticeship Child Development) within Child Development to proceed with the creation of curriculum. She also mentioned that SAC's Child Development curriculum will be aligned with SCC's curriculum.

C. Coyne stated that she will be presenting a resolution to the Academic Senate, in coordination with SCC, in support of the formation of the new department.

Discussion followed.

VIII. **Recommendation for Exception to Curriculum Process for Communication Studies 101**

C. Coyne explained that there are times when faculty ask for exceptions to the curriculum process. The exceptions are considered on a one-to-one basis to ensure the integrity is maintained. She stated that Communication Studies (CMST) 101 had been approved by CIC on February 13, 2023. Since the approval, new suggestions have been made by the Articulation Officer to modify courses, not currently approved by UC, with content for potential University of California (UC) approval. Since CMST 101 has not been approved by the Board of Trustees (BOT), the recommendation to CIC is to remove approval status in META and make the course available for Communications faculty to resubmit with the modifications with content required by UC.

Discussion ensued.

A motion was made to remove the approved designation in META and make the course available for faculty to make modifications to CMST 101 to meet IGETC standards.

Mover: C. Emley

Seconded by: M. Taylor

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Lamb, D. Peraza, M. Taylor, J. Tolentino, W. Wang

Nays: None

Abstentions: None

Motion passed.

IX. **Establishing a Catalog Workgroup**

C. Coyne commented that it would be beneficial to SAC to have a catalog workgroup, comprised of faculty, staff, student(s) and administrators, to assist with the college catalog and ask for potential volunteers.

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J. Lamb stated that as we move into a digital catalog, a workgroup would be instrumental in aligning the courses and program following Guided Pathways or Career and Academic Pathways (CAPS). He also mentioned that a workgroup would help with an evaluation of our process to produce a better outcome.

X. Reports and Announcements

a. Bachelor's Degree Update

C. Coyne stated the Paralegal Bachelor's Degree was not approved. Approval was missed by three points and college readiness was cited. The degree will be resubmitted.

b. Quadrennials and CTE Programs – Due October 16, 2023

Informational item

c. Meeting Announcements

Informational item

- **May 22nd – Room A-130**

The meeting was adjourned at 3:15 p.m.

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**IV.a. CONSENT AGENDA from TECHNICAL COMMITTEE
Item 1 was approved.**

Mover: D. Khalid
Seconded by: J. Tolentino
Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, D. Peraza,
M. Taylor, 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. Automotive Technology 218, Advanced Engine Performance

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

10+1

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IV.b. CURRICULUM ITEMS

DISCUSSION ITEMS (1st READINGS)

Items 2 – 11 were discussed.

New Course

None to review

Revised Courses

2. *American Sign Language 110, American Sign Language I
 - a. Distance Education
3. *American Sign Language 111, American Sign Language II
 - a. Prerequisite
 - b. Distance Education
4. American Sign Language 114, Classifiers, Fingerspelling, and Numbering
 - a. Prerequisite
 - b. Distance Education
5. *American Sign Language 210, American Sign Language III
 - a. Prerequisite
 - b. Distance Education
6. American Sign Language 211, American Sign Language IV
 - a. Prerequisite
 - b. Distance Education
7. Automotive Technology 114B, Suspension and Steering Lab
8. Italian 120, Elementary Italian I
 - a. Distance Education
9. Japanese 102, Elementary Japanese II
 - a. Prerequisite
 - b. Distance Education
10. Spanish 212, College Business Spanish
 - a. Prerequisite
 - b. Distance Education
11. Vocational – Business 243, Introduction to Customer Service Skills
 - a. Distance Education
 - b. Correspondence Education

New Programs

None to review

Revised Programs

None to review

10+1

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IV.c. CURRICULUM ITEMS
ACTION ITEMS (2nd READINGS)
Item 12 was approved.

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

Item 12 with Distance Education was approved.

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

Item 12 with General Education was approved.

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

Items 13 – 23 were approved.

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

10+1

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Items 13 – 23 with prerequisites and corequisites were approved.

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

Items 13 – 23 Honors were approved.

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

Items 13 – 23 with Distance Education were approved.

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

New Courses

12. Political Science 206, Global Issues
 - a. Distance Education
 - b. General Education: Plan A: B2 & D2, Plan B: D; Plan C: Area 4

Revised Courses

13. Art 133, Introduction to Gallery Production
 - a. Distance Education
14. Art 134, Intermediate Gallery Production
 - a. Prerequisite
 - b. Distance Education
15. Art 135, Advanced Gallery Production
 - a. Prerequisite
 - b. Distance Education
16. English For Multilingual Students 105, Grammar for Better Writing II
 - a. FOMA

10+1

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17. English For Multilingual Students 106, College Reading and Writing II
 - a. FOMA
18. French 201H, Honors Intermediate French I
 - a. Prerequisite
 - b. Honors
 - c. Distance Education
19. *French 202, Intermediate French II
 - a. Prerequisite
 - b. Distance Education
20. French 202H, Honors Intermediate French II
 - a. Prerequisite
 - b. Honors
 - c. Distance Education
21. Nursing-Continuing Education 145, Advanced Cardiac Life Support
 - a. Prerequisite
22. Nursing-Registered 105, Cooperative Work Experience-Occupational
 - a. Corequisite
23. *Philosophy 111, Introductory Logic
 - a. Distance Education

New Programs

None to review

Revised Programs

None to review

10+1

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