RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT



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

MINUTES

CURRICULUM and INSTRUCTION COUNCIL

Monday, October 31, 2022 2:00 pm Hybrid

Campus Location: JSC 219-1, 2 & 3

Via Zoom: https://cccconfer.zoom.us/j/7145646993

Present: M. Aguilar- Beltran, P. Canzona, C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish,

D. Khalid, J. Macdonald, J. Mathis, L. Pedroza, D. Peraza, R. Peralta (Student Representative)

K. Robinson, D. Roper, J. Tolentino, W. Wang

Absent: M. Grant, K. Guzman, J. Lamb, M. Taylor

Guest: H. Arazi, D. Benoit, E. Gomez, C. Lamourelle, R. Castillo, A. Macias, F. Ortiz, T. Winchell

Meeting was called to order by K. Robinson, CIC Vice Chair, at 2:03 p.m.

I. Approval of Additions or Corrections to Agenda

No corrections and/or additions were made to agenda.

II. Public Comments

D. Khalid stated that noncredit is in the process of obtaining a grant from the California Community Colleges Chancellor's Office (CCCO), Workforce and Economic Development Division (WEDD). The program is called the California Apprenticeship Initiative New and Innovative Grant Program (CAI). This grant will provide initial funding to explore the creation of an apprenticeship to be offered through Continuing Education. This planning grant will potentially explore partnership opportunities with industry and employers.

C. Emley mentioned that many times we forget why we do what we do. She shared a story about a Medical Assistant student who was miserable at the place of employment. Student shared struggles with leaving the place of employment. Student is now happy at CHOC with a team of adolescent clinic employees. C. Emley reminded all that what we do here matters.

III. Approval of Minutes

The Minutes from October 17, 2022 were approved.

Mover: C. Emley Seconded by: D. Khalid

Ayes: M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Macdonald,

J. Mathis, L. Pedroza, D. Peraza, R. Peralta, K. Robinson, D. Roper, J. Tolentino, W. Wang

Nays: None Abstentions: None

IV. Curriculum

See comments and approvals in subsequent pages.

V. Course Enrollment Maximums Taskforce Update

C. Coyne stated that the take-aways from Friday's Taskforce Meeting were that subgroups/subcommittees of approximately thirteen faculty members were created. The subgroups/subcommittees will be reviewing the worksheets that departments were asked to complete. The worksheets asked for criteria establishing what each department set their course maximums at. The subgroups/subcommittees are also looking at literature related to best practices to help establish the enrollment maximums. She further mentioned that once all information is compiled, it will be shared with faculty to continue the dialogue to establish a final recommendation.

VI. Reports and Announcements

a. Dual Enrollment Workgroup Update

No update was provided.

b. Faculty Coordinator Positions (3)

F. Ortiz stated that Academic Affairs continues to have vacant faculty roles in the areas of Guided Pathways, Outcome Assessment, Program Review and Distance Education. Interested faculty should contact his office for more information.

c. Variable Units and Unit Maximums

R. Vazquez reported that any program that requires a set number of units when using a variable unit course, needs to make a notation indicating the total number of units a student must complete. An example that can be used is the Associate of Science in Mopar Automotive Technician.

Meeting adjourned at 3:22 p.m.

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III.a. CONSENT AGENDA from TECHNICAL COMMITTEE Items 1 – 9 were approved.

Mover: D. Khalid Seconded by: D. Dumon

Ayes: M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Macdonald,

J. Mathis, L. Pedroza, D. Peraza, R. Peralta, K. Robinson, D. Roper, 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. Astronomy 198, Topics
- 2. Communication Studies 152, Oral Interpretation
- 3. Dance 117, Introduction to Middle Eastern Dance
- 4. Dance 130, Dance Improvisation
- 5. Dance 232, Partnering
- 6. Physics 199, Independent Study

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

7. Business Information Worker Certificate of Achievement

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Program SLO Revisions

- 8. Associate of Science in Engineering
- 9. Engineering STEM Core Certificate of Achievement

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III.b. CURRICULUM ITEMS

DISCUSSION ITEMS (1st READINGS)

Items 10 - 62 and 64 - 74 were discussed.

Item 63 was tabled.

New Courses

- 10. American Sign Language 112, Deaf Culture
 - a. Distance Education
- 11. American Sign Language 223, Beginning Interpreting and Ethics 2
 - a. Prerequisite
 - b. Distance Education
- 12. Criminal Justice Academies 011B, Jail Training Officer
 - a. Prerequisite
 - b. Distance Education
- 13. Criminal Justice Academies 036B, Mobile Field Force Instructor Course
 - a. Prerequisite
 - b. Distance Education
- 14. Culinary Arts 116, Principles of Food Preparation
 - a. FOMA
 - b. Cross Listing: NUTR 116
- 15. Entrepreneurship 130, Business Writing for Social Media
 - a. Distance Education
 - b. Cross Listing: MKTG 130
- 16. Marketing 130, Business Writing for Social Media
 - a. Distance Education
 - b. Cross Listing: ENTR 130
- 17. Psychology 260, Psychopharmacology
 - a. Prerequisite
 - b. Distance Education
 - c. General Education: Plan A: B2; Plan B: D; Plan C: Area 4
- 18. Psychology 270, Introduction to Cognitive Science
 - a. Corequisite
 - b. Distance Education
 - c. General Education: Plan A: B2; Plan B: D; Plan C: Area 4

Revised Courses

- 19. Accounting 010, Accounting Procedures
 - a. Distance Education
- 20. Accounting 120, QuickBooks Online
 - a. Distance Education
- 21. *Accounting 205, Intermediate Accounting I
 - a. Prerequisite
 - b. Distance Education

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- 22. Accounting 206, Intermediate Accounting II
 - a. Prerequisite
 - b. Distance Education
- 23. Accounting 211, Auditing
 - a. Prerequisite
 - b. Distance Education
- 24. Accounting 212, Accountants' Ethics and Responsibilities
 - a. Distance Education
- 25. American Sign Language 113, Introduction to Interpreting for the Deaf
 - a. Prerequisite
 - b. Distance Education
- 26. Business Applications 110, Computer Keyboarding Skills
 - a. Distance Education
- 27. Business Applications 115, Computer Keyboarding Speed and Accuracy Development
 - a. Distance Education
- 28. Business Applications 155, WordPress
 - a. Distance Education
- 29. Business Applications 163, Adobe Acrobat
 - a. Distance Education
- 30. Business Applications 164, Adobe Photoshop
 - a. Distance Education
- 31. Business Applications 166, Adobe Illustrator
 - a. Distance Education
- 32. Business Applications 169, Adobe Dreamweaver
 - a. Distance Education
- 33. Business Applications 170, Adobe InDesign
 - a. Distance Education
- 34. Business Applications 181, Everyone Can Code with Apple
 - a. Distance Education
- 35. Critical And Academic Reading 101, Introduction to Academic Reading
 - a. Distance Education
- 36. Critical And Academic Reading 102, Academic Reading
 - a. Distance Education
- 37. Critical And Academic Reading 150, Critical Reading
 - a. Recommended Preparation
 - b. Distance Education
- 38. Chemistry 229, General Chemistry and Qualitative Analysis
 - a. Prerequisite
 - b. FOMA
- 39. Criminal Justice Academies 099, OCSD Basic Pre-Academy
 - a. Prerequisite
 - b. Distance Education

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- 40. Computer Science 113, Advanced Java
 - a. Prerequisite
 - b. Distance Education
- 41. Counseling 103, Educational Planning
 - a. FOMA
- 42. Counseling 107, The Freshman Experience
 - a. FOMA
- 43. *Counseling 110, University Transfer Research
 - a. FOMA
- 44. Counseling 144, Reasoning and Problem Solving
 - a. Distance Education
- 45. *Dance 204A, Dance Production I
 - a. Prerequisite
 - b. Distance Education
- 46. English For Multilingual Students N49, Introduction to Academic Speaking Skills
- 47. English For Multilingual Students N52A, Beginning American English Pronunciation Skills
- 48. English For Multilingual Students N52B, Intermediate American English Pronunciation Skills
 - a. Recommended Preparation
- 49. English For Multilingual Students 103, Grammar for Better Writing I
 - a. Recommended Preparation
 - b. FOMA
- 50. English For Multilingual Students 104, College Reading and Writing I
 - a. Recommended Preparation
 - b. FOMA
- 51. English 066, Route to Writing Success: Freshman Composition Laboratory
 - a. Corequisite
 - b. Distance Education
- 52. *English 231, Survey of English Literature I
 - a. Prerequisite
 - b. Distance Education
- 53. *English 232, Survey of English Literature II
 - a. Prerequisite
 - b. Distance Education
- 54. *English 242, Survey of American Literature, 1865-Present
 - a. Prerequisite
 - b. Distance Education
- 55. Engineering 131, Introduction to Mechatronics
- 56. Engineering 133, Mechatronics I
 - a. Distance Education
- 57. Engineering 134, Mechatronics II
 - a. Prerequisite
 - b. Distance Education

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- 58. English As a Second Language 720, ESL Transition to College Class Noncredit
 - a. Distance Education
- 59. *History 127, Women in U.S. History
 - a. Distance Education
- 60. History 153, History of Mexico
 - a. Distance Education
- 61. Nutrition and Food 116, Principles of Food Preparation
 - a. Distance Education
 - b. Cross Listing: CULN 116
- 62. Sociology 140H, Honors Social Problems
 - a. Prerequisite
 - b. Honors
 - c. Distance Education
- 63. *Sociology 240, Introduction to Social Psychology Tabled
 - a. Distance Education

New Programs

- 64. Associate of Arts in Introduction to ASL-English Interpreting
- 65. Digital Marketing Specialist Certificate of Achievement

Revised Programs

- 66. Associate of Arts in Law, Public Policy and Society for Transfer
- 67. Associate of Arts in Theatre Arts Theatre Performance
- 68. Associate of Science in Management
- 69. Associate of Science in Nutrition and Dietetics
- 70. Associate of Science in Nutrition for Transfer
- 71. Associate of Science in Welding Technology
- 72. Costume Design and Technology Certificate of Proficiency
- 73. Musical Theatre Teaching Acting Emphasis Certificate of Achievement
- 74. Screen Performance Certificate of Achievement

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III.c. CURRICULUM ITEMS

ACTION ITEMS (2nd READINGS)

Items 75 – 91 were approved.

Mover: W. Wang Seconded by: D. Peraza

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Macdonald,

J. Mathis, L. Pedroza, D. Peraza, R. Peralta, D. Roper, J. Tolentino, W. Wang

Nays: None Abstentions: None

Items 75 – 91 with recommended preparation were approved.

Mover: D. Khalid Seconded by: D. Peraza

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Macdonald,

J. Mathis, L. Pedroza, D. Peraza, R. Peralta, D. Roper, J. Tolentino, W. Wang

Nays: None Abstentions: None

Items 75 – 91 with Distance Education were approved.

Mover: D. Khalid Seconded by: D. Peraza

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Macdonald,

J. Mathis, L. Pedroza, D. Peraza, R. Peralta, D. Roper, J. Tolentino, W. Wang

Nays: None Abstentions: None

Items 92 – 124 were approved.

Mover: D. Dumon Seconded by: D. Khalid

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Macdonald,

J. Mathis, L. Pedroza, D. Peraza, R. Peralta, D. Roper, J. Tolentino, W. Wang

Nays: None Abstentions: None

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Items 92 – 124 with prerequisites and recommended preparation were approved.

Mover: J. Macdonald Seconded by: D. Peraza

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Macdonald,

J. Mathis, L. Pedroza, D. Peraza, R. Peralta, D. Roper, J. Tolentino, W. Wang

Nays: None Abstentions: None

Items 92 – 124 with Distance Education were approved.

Mover: J. Macdonald Seconded by: D. Peraza

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Macdonald,

J. Mathis, L. Pedroza, D. Peraza, R. Peralta, D. Roper, J. Tolentino, W. Wang

Nays: None Abstentions: None

Items 121 – 122 with Correspondence Education were approved.

Mover: J. Macdonald Seconded by: D. Peraza

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Macdonald,

J. Mathis, L. Pedroza, D. Peraza, R. Peralta, D. Roper, J. Tolentino, W. Wang

Nays: None Abstentions: None

Items 125 – 131 were approved.

Mover: D. Dumon Seconded by: D. Khalid

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Macdonald,

J. Mathis, L. Pedroza, D. Peraza, R. Peralta, D. Roper, J. Tolentino, W. Wang

Nays: None Abstentions: None

Items 132 – 146 were approved.

Mover: D. Dumon Seconded by: D. Khalid

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, J. Macdonald,

J. Mathis, L. Pedroza, R. Peralta, D. Peraza, D. Roper, J. Tolentino, W. Wang

Nays: None Abstentions: None

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New Courses

- 75. Automotive Technology 220, Introduction to Mopar Career Automotive Program
 - a. Distance Education
- 76. Automotive Technology 221, Mopar Electrical Phase 1
 - a. Recommended Preparation
 - b. Distance Education
- 77. Automotive Technology 222, Mopar Engine Repair & Maintenance
 - a. Recommended Preparation
 - b. Distance Education
- 78. Automotive Technology 223, Mopar Chassis Systems
 - a. Recommended Preparation
 - b. Distance Education
- 79. Automotive Technology 224, Mopar Brakes and Driveline
 - a. Recommended Preparation
 - b. Distance Education
- 80. Automotive Technology 225, Mopar Transmissions
 - a. Recommended Preparation
 - b. Distance Education
- 81. Automotive Technology 226, Mopar Electrical Phase 2
 - a. Recommended Preparation
 - b. Distance Education
- 82. Automotive Technology 227, Mopar Diesel Engines
 - a. Recommended Preparation
 - b. Distance Education
- 83. Automotive Technology 228, Mopar Engine Controls
 - a. Recommended Preparation
 - b. Distance Education
- 84. Automotive Technology 229, Mopar High Voltage and NVH
 - a. Recommended Preparation
 - b. Distance Education
- 85. Automotive Technology 230, Mopar Air Conditioning Systems
 - a. Recommended Preparation
 - b. Distance Education
- 86. Diesel 201, Introduction to Transit Systems
 - a. Distance Education
- 87. Fashion Design and Merchandising 115, 3D Design-Intermediate
 - a. Distance Education
- 88. Welding 111B, Welding Skills Lab
 - a. Recommended Preparation
- 89. Welding 111C, Welding Skills Lab
 - a. Recommended Preparation

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- 90. Welding 111D, Welding Skills Lab
 - a. Recommended Preparation
- 91. Welding 132, Introduction to Gas Tungsten Arc Welding
 - a. Recommended Preparation
 - b. Distance Education

Revised Courses

- 92. *Anthropology 100, Introduction to Cultural Anthropology
 - a. Distance Education
- 93. *Anthropology 101L, Biological Anthropology Laboratory
 - a. Prerequisite
 - b. Distance Education
- 94. Anthropology 108, Religion, Magic, and Witchcraft
 - a. Distance Education
- 95. Automotive Technology 260, Introduction to Hybrid/Electric Vehicles
 - a. Recommended Preparation
 - b. Distance Education
- 96. *Biology 194, Quality and Regulatory Compliance in Biosciences
 - a. Distance Education
- 97. Child Development 120B, School-Age Child Care and Recreation Activities (DS5)
 - a. Distance Education
 - b. Cross Listing: EDUC 120B
- 98. Child Development 207, Supporting and Empowering Families of Children with Special Needs
 - a. Prerequisite
 - b. Distance Education
- 99. Child Development 231, Developing Language and Literacy in Young Children
 - a. Recommended Preparation
 - b. Distance Education
- 100. Criminal Justice Academies 010, Pre-Employment Preparation for Law Enforcement
 - a. Distance Education
- 101. *Computer Science 112, Java Programming
 - a. Distance Education
- 102. *Computer Science 121, Programming Concepts
 - a. Prerequisite
 - b. Distance Education
- 103. *Computer Science 129, Introduction to Computer Organization
 - a. Prerequisite
 - b. Recommended Preparation
 - c. Distance Education
- 104. Diesel 115, Heavy Duty Mobile Hydraulics
 - a. Distance Education
- 105. Diesel 132, Alternative Fuels, Diesel, Emissions, and Zero Emissions Systems
 - a. Distance Education

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- 106. Diesel 181, Introduction to Preventative Maintenance Inspection
 - a. Distance Education
- 107. Diesel 202, Transit Preventative Maintenance
 - a. Prerequisite
 - b. Distance Education
- 108. Diesel 203, Transit Vehicle Electrical Systems
 - a. Prerequisite
 - b. Distance Education
- 109. Diesel 205, Transit Vehicle Air Brake Systems
 - a. Prerequisite
 - b. Distance Education
- 110. Diesel 206, Transit Vehicle Automatic Transmissions
 - a. Prerequisite
 - b. Distance Education
- 111. Diesel 207, Transit Vehicle Engines
 - a. Prerequisite
 - b. Distance Education
- 112. Diesel 208, Transit Vehicle Heating, Ventilation, Air Conditioning
 - a. Prerequisite
 - b. Distance Education
- 113. Diesel 209, Transit Vehicle Drive Train Suspension
 - a. Prerequisite
 - b. Distance Education
- 114. Diesel 210, Transit Vehicle Wheelchair Lifts
 - a. Prerequisite
 - b. Distance Education
- 115. Education 105, Exploration in the Field of Education
 - a. Recommended Preparation
 - b. Distance Education
- 116. Education 120B, School-Age Child Care and Recreation Activities
 - a. Distance Education
 - b. Cross Listing: CDEV 120B
- 117. Education 201, Introduction to Education
 - a. Recommended Preparation
 - b. Distance Education
- 118. Fashion Design and Merchandising 106, Couture Sewing
 - a. Distance Education
- 119. Fashion Design and Merchandising 109, Flat Pattern Techniques
 - a. Distance Education
- 120. Fashion Design and Merchandising 112, Intermediate Flat Pattern Making
 - a. Prerequisite
 - b. Distance Education

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- 121. *High School Subjects Arts 828, Understanding America Through Art Noncredit
 - a. Distance Education
 - b. Correspondence Education
- 122. *High School Subjects Arts 837, The Film As Art
 - a. Distance Education
 - b. Correspondence Education
- 123. Sociology 401, The Sociology of Health, Illness, and Healing
 - a. Prerequisite
 - b. Distance Education
- 124. Welding 111A, Welding Lab Skills
 - a. Recommended Preparation

New Programs

- 125. Associate of Science in Mopar Automotive Technician
- 126. Gas Tungsten Arc Welding Certificate of Achievement
- 127. Mopar Advanced Systems Certificate of Achievement
- 128. Mopar Drivability Systems Certificate of Achievement
- 129. Mopar Fundamentals Certificate of Achievement
- 130. Mopar Mechanical Systems Certificate of Achievement
- 131. Mopar Service Technician Certificate of Achievement

Revised Programs

- 132. Alternative Powertrain Technology Certificate of Achievement
- 133. Associate of Arts in Elementary Education (Pre-Professional)
- 134. Associate of Arts in Elementary Teacher Education for Transfer
- 135. Associate of Science in Automotive Technology
- 136. Associate of Science in Engineering Mechanical Drafting and Design
- 137. Associate of Science in Engineering Mechatronics
- 138. Associate of Science in Hospitality Management for Transfer
- 139. Digital Literacy for Academic and Professional Success I Certificate of Competency Noncredit
- 140. Digital Literacy for Academic and Professional Success II Certificate of Competency Noncredit
- 141. Electric/Hybrid Vehicle Technician Certificate of Achievement
- 142. Engineering Mechatronics Certificate of Achievement
- 143. ESL Core Advanced Certificate of Competency Noncredit
- 144. ESL Core Capstone Certificate of Competency Noncredit
- 145. ESL Core Intermediate Certificate of Competency Noncredit
- 146. QuickBooks Bookkeeping Certificate of Achievement

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