

Santa Ana College Catalog Revision Workgroup

Purpose: To revise the catalog format to make it more student friendly, while maintaining its purpose and accuracy of content.

Meetings

November 18, 2013: Dr. Rose reviewed the elements of the catalog with the faculty, and there was initial discussion about possible format revisions. The decision to form a workgroup was also made.

Members Present: Paula Canzona, Monica Porter, Linda Rose, Brian Sos, Dahlia Vu

December 9, 2013: Dr. Rose led discussion regarding how the catalog should be arranged and the organization of the elements to make the catalog more “user friendly” for students.

Members Present: Monica Porter, Linda Rose, David Styffe, Anh-Phuong Tran, Christopher Truong, Dahlia Vu

February 19, 2014: Dr. Rose went over timelines for catalog preparation/revisions for the 2014-2015 Catalog.

Members Present: Beatrice Cain, Monica Porter, Linda Rose, Brian Sos, David Styffe, Pilar Traslavina, Anh-Phuong Tran, Christopher Truong, Dahlia Vu

April 28, 2014: The Student Policies section was revised.

Members Present: Beatrice Cain, David Styffe, Pilar Traslavina, Anh-Phuong Tran, Christopher Truong

Catalog revision continued through June 2014.

Membership

Linda Rose, Ed.D., Vice President Academic Affairs, Chair
Beatrice Cain, Admissions/Records Technology Specialist
Paula Canzona, Articulation Officer
Monica Porter, Chair, Curriculum and Instruction Council
Brian Sos, Ph.D., Department Chair, Kinesiology
David Styffe, Desktop Publisher, Graphic Communications Department
Pilar Traslavina, Administrative Secretary
Anh-Phuong Tran, Curriculum Specialist
Christopher Truong, Registrar
Dahlia Vu, Associate Professor, Mathematics