



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

MINUTES
CURRICULUM AND INSTRUCTION COUNCIL
Monday, March 15, 2021
2:00 pm
Zoom Meeting

Present: P. Canzona, R. Castillo, C. Emley, M. Grant, D. Khalid, M. Kimmel, J. Mathis, K. Patterson, D. Peraza, K. Robinson, D. Roper, B. Sos, J. Tolentino

Absent: S. Bautista, C. Coyne, J. Lamb, J. Macdonald, C. Pierce, TBA (Student Representative)

Guest: M. Aguilar-Beltran, M. Beyersdorf, J. Galvan, C. Kushida, M. Liang, H. Nguyen, F. Ortiz, N. Rabii, K. Ross, L. Sergeyeva, C. Umali Kopp

I. PUBLIC COMMENTS

No public comments

II. APPROVAL OF MINUTES

The Minutes from March 1, 2021 were approved.

Mover: D. Khalid

Seconded by: K. Patterson

Ayes: R. Castillo, C. Emley, M. Grant, D. Khalid, M. Kimmel, J. Mathis, K. Patterson, D. Peraza, K. Robinson, D. Roper, B. Sos, J. Tolentino

Nays: None

Abstentions: None

III. CURRICULUM

See comments and approvals in subsequent pages.

IV. CURRICULUM and INSTRUCTION COUNCIL (CIC) HANDBOOK

a. Mission Statement

B. Sos stated that J. Tolentino has taken the lead on the mission statement. J. Tolentino mentioned that he, along with this committee members which include K. Patterson, C. Emley and M. Kimmel, have set up a Teams account where faculty may share suggestions or information gathered. Conversations with the committee continue. A report will be put together and shared soon.

b. Membership

J. Tolentino is also taking the lead on this membership. He requested any feedback be shared via Teams and/or email.

c. Roles and Responsibilities

B. Sos commented that R. Castillo is at the helm of this committee. R. Castillo mentioned that the group is in its developing stages and it includes M. Grant and K. Robinson. Information for this committee may be uploaded onto Teams.

J. Tolentino reported that the Math Department has posted feedback on Roles and Responsibilities onto Teams.

V. SECOND READ: ADMINISTRATIVE REGULATION (AR) 4232: PASS/NO PASS POLICY

P. Canzona provided a brief synopsis outlining the need for updates to AR 4232. She reminded faculty that the update is being done in conjunction with SCC.

Discussion followed pertaining to Pass/No Pass grades being given, in some instances, and the impact on Certificates of Achievement.

A motion was made to adopt the changes to AR 4232 as presented. The motion also stated that if SCC made minor adjustments, the CIC Chair was given authority/support, to make such changes.

Mover: K. Patterson

Seconded by: D. Khalid

Ayes: R. Castillo, C. Emley, M. Grant, D. Khalid, M. Kimmel, J. Mathis, K. Patterson, D. Peraza, K. Robinson, D. Roper, B. Sos, J. Tolentino

Nays: None

Abstentions: None

VI. FIRST READ: CORRESPONDENCE EDUCATION for OLDER ADULTS (OAP)

D. Khalid stated that continuing education would like to offer Older Adult courses via correspondence education. This type of delivery would ensure that older adults, who have been impacted by Covid-19, may continue to receive instruction.

M. Grant asked that instead of using Covid-19 as a reason for offering correspondence education; D. Khalid suggested that the verbiage be changed to “emergency situations”.

B. Sos asked that any feedback on the document be submitted to D. Khalid. He also recommended that noncredit may begin submitting OAP courses with the correspondence education document for CIC review and approval.

VII. REPORTS and UPDATES

a. Accreditation Report

No report provided.

b. Articulation Report

No report provided.

c. currlQūnet META Update

R. Vazquez reported that the office of Academic Affairs continues to work with Governet to address the many issues related to the catalog. A meeting is scheduled for Tuesday, March 16th where Governet stated that they feel confident that a clean download of courses and programs will be presented. If that is the case, a new proof will be emailed to all no later than next week.

B. Sos mentioned that that K. Patterson has been assisting with the requisites and how they will appear in the catalog and the Course Outline of Record (COR). He further stated that the goal is to have consistent language in the requisites. A presentation on how to standardize requisites will be forthcoming.

Mission Statement

Santa Ana College inspires, transforms and empowers a diverse community of learners.

Vision Statement

I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

**Course is shared with SCC*

CIC Minutes 03-15-2021