

# SANTA ANA COLLEGE

## CURRICULUM & INSTRUCTION COUNCIL

DATE: April 30, 2008  
FROM: Bonnie Jaros, Chair  
TO: Curriculum & Instruction Council  
RE: Minutes of Meeting of April 28, 2008  
2:00 pm, SAC Foundation Board Room S-215

Present: B. Birnbaum, M. Brown, P. Canzona, D. Dobos, Y. Garcia, G. Giroux, J. Howe, M. Huebsch, P. Hughes, K. Patterson, R. Robledo, K. Ross, M. Tran, S. Valdez, S. Whelan.

Guests: A. Bridges, S. Garnett, D. Montiel.

1. MINUTES OF MEETING OF APRIL 14, 2008. The minutes of the meeting of April 14, 2008 were approved as submitted.
2. IGETC AND CSU GE - BREADTH DECISIONS. Almost all SAC course requests were approved. Biology 200 was accepted for the Social Sciences areas instead of Natural Sciences. Theater Arts 106 should be resubmitted; it was accepted for one year.
3. SAC CIC 2008-2009 DIVISION REPS. The list of the C&I reps for next year was attached. Bonnie is recommending that as many reps as possible continue to serve for continuity. She will not be appointed Chair for next year; Huong will not be served as Support Services Assistant.
4. SAC CIC 2008-2009 CALENDAR. The CIC meeting schedule for next year was attached.
5. PORTFOLIO ASSESSMENT/PROGRAM REVIEW REPORT. This item will carry over to the next agenda. The Teaching Learning Committee report on Portfolio Assessment/Program Review will be given.
6. TECHNICAL COMMITTEE REPORT. The Technical Committee report was approved as submitted.
7. CURRICULUM ITEMS. See attachment.

8. OTHER.

- ACCJC Substantive Change Report for Distance Education  
Congratulations to Jacque O’Lea for an outstanding report explaining Degrees offered with more than 50% courses offerings in a Distance Education mode.
  
- The Basic Skills Report will be sent to ACCJC April 30, 2008.
  
- The Self Study Report is almost ready for editing. Please view documents on the H drive under public folders – Accreditation.
  
- Paula reported that since she must report all new courses and courses deletions 100 level and above on ASSIST, the statewide transferable course database, we need to be mindful of deleting and trying to reinstate a course. If we want to reinstate, we need to use a new number.

The next meeting is Monday, April 28<sup>th</sup>, at 2 p.m., SAC Foundation Board Room S-215.

NEW COURSES-SECOND READING

***Items #1 through 5 were approved.***

Exercise Science

1. Exercise Science Professional 123, Officiating Football-Rules and Mechanics

Continuing Education

2. Vocational Business 080, Introduction to Medical Billing
3. Vocational Business 243, Introduction to Customer Service Skills
4. Vocational Business 244, Introduction to Database Using Microsoft Access
5. Vocational Business 245, Introduction to Desktop Publishing Using Microsoft Publisher

REVISED COURSES-SECOND READING

***Items #6 through 10 were approved.***

Continuing Education

6. Adult Basic Education 009, Adult Basic Education
7. English as a Second Language 703, Academic English as a Second Language Beginning 3
8. Secondary Subjects High School Subjects-Other 749, Introduction to Word Processing Using MS Word
9. Vocational Business 301, Business Skills

Science

10. Biology 132, Natural History of Death Valley

NEW PROGRAM-SECOND READING

***Items #11 through 16 were approved.***

Continuing Education

11. ESL Beginning Level Certificate
12. ESL Intermediate Level Certificate
13. ESL Beginning Enhanced Certificate
14. ESL Intermediate Communication Skills Certificate
15. ESL Beginning Job Skills Certificate
16. ESL Intermediate Job Skills Certificate

PROGRAM REVISION-SECOND READING

***Item #17 was approved.***

Human Services

17. Nutrition and Dietetics Degree (0521)

## NEW COURSES-FIRST READING

***Items #18 and 19 were presented for first reading only.***

### Humanities

- 18. Reading N49, Reading for Non-Native Speakers of English I
- 19. Reading N50, Reading for Non-Native Speakers of English II

## REVISED COURSES-FIRST READING

***Items #20 and 38 were presented for first reading only.***

### Fine and Performing Arts

- 20. Music 160, Beginning Pop and Jazz Keyboard

### Human Services

- 21. Culinary Arts 062, Basic Techniques of Cooking
- 22. Culinary Arts 066, Baking
- 23. Culinary Arts 070, Beverage Service
- 24. Culinary Arts 098, Topics
- 25. Culinary Arts 100, Introduction to Culinary Arts and Hospitality
- 26. Culinary Arts 110, Food Sanitation and Safety
- 27. Culinary Arts 135, Gourmet and International Foods
- 28. Culinary Arts 145, Foods Presentation Pantry/Garde Mange
- 29. Culinary Arts 198, Topics
- 30. Culinary Arts 200, Business Practices for Culinary Arts Professionals
- 31. Culinary Arts 299, Cooperative Work Experience Education
- 32. Nutrition and Food 062, Basic Techniques of Cooking
- 33. Nutrition and Food 299, Cooperative Work Experience Education
- 34. Human Development 116A, Infant/Toddler Growth and Development (DS4)
- 35. Human Development 116B, Programming for Infants and Toddlers (DS4)

### Technology

- 36. Automotive Technology 072, General Automotive Engine Service
- 37. Automotive Technology 076, Engine Repair
- 38. Diesel 076, Engine Repair

## PROGRAM REVISION-FIRST READING

***Items #39 and 42 were presented for first reading only.***

### Human Services

- 39. Culinary Arts – Hospitality Option Certificate
- 40. Culinary Arts Option Certificate
- 41. Automotive Technology Degree (0272)
- 42. Automotive Technology – Engine Service Option Certificate (0297)