

SANTA ANA COLLEGE

CURRICULUM & INSTRUCTION COUNCIL

DATE: November 5, 2008
FROM: Shelly Jaffray & Brian Kehlenbach, Co-Chairs
TO: Curriculum & Instruction Council
RE: Minutes of Meeting of November 3, 2008
2:30 pm, SAC B-33

Present: B. Birnbaum, A. Brown, P. Canzona, C. Carrera, D. Dobos, Y. Garcia, S. Garnett, G. Giroux, J. Howe, M. Huebsch, P. Hughes, S. Jaffray, B. Jaros, B. Kehlenbach, M. Porter, K. Ross.

Guests: M. Colunga, W. Kossler, G. Morgan-Beazel, C. SanRoman, K. Simmons.

1. MINUTES OF MEETING OF OCTOBER 20, 2008. The minutes of the meeting of OCTOBER 20, 2008 were approved.
2. TECHNICAL COMMITTEE REPORT. The Technical Committee report was approved. Item #14 was pulled and moved to Curriculum Item as New Courses-First Reading. Item #15 and 16 were approved with changes in typographical errors.
3. CURRICULUM ITEMS. See attachment.
4. CATALOG REVISION-FIRST READING-SAC ADVANCED PLACEMENT POLICIES.
(Counseling) (Attachment #4) APPROVED
5. CATALOG REVISION-FIRST READING-PLAN B CERTIFICATE OF GENERAL EDUCATION.
(Counseling) (Attachment #5) APPROVED
6. POLICY CHANGES FOR CERTIFICATES. Angela Brown announced that certificates under 15 units will no longer be listed on student's transcript. Bonnie suggested divisions should come up with a new policy and notify students who are doing the 15 units certificate. A possibility is that certificates be given to students, and in the rare case that this is insufficient for employers, the chair of the respective departments shall be asked to sign a letter. This item will be on the next C&I agenda for discussion.

7. OTHER.

- A. 1. Formatting for WebCMS: Bonnie requested that divisions be consistent in formatting for WebCMS as follows: in revised courses, use the format of striking through deletions and underlining new information for both catalog and schedule descriptions.
2. Each department should keep a list of any courses within the department that cross-listed with other departments or which affect other department degree/certificate requirements, electives or recommendations. Remember when revisions are made, all affected departments must be advised of changes prior to C&I council review.
3. Any new course proposal sent to C&I for review must include the course SLOs.
- B. Technically Mediated Instruction: Bonnie reminded council members that all mode changes in any course requires two votes at the division level: one for content and one for the mode change, i.e., hybrid or online. Any new course proposal with hybrid or online mode must attach a TMI form, and two votes must also be taken.

NEW COURSES-SECOND READING

Items #1 through 20 were approved.

Human Services & Technology

1. Criminal Justice Academies 006A, Dispatch and Records Functions
2. Criminal Justice Academies 006B, Arrest and Control Training/ACT
3. Criminal Justice Academies 007A, Gangs, Cults & Hate Crimes
4. Criminal Justice Academies 008A, Disaster Preparedness Training
5. Criminal Justice Academies 008B, Corrections Supplemental Core Course
6. Criminal Justice Academies 009A, Narcotics Related Training
7. Criminal Justice Academies 009B, Fitness for Law Enforcement
8. Criminal Justice Academies 010B, Supervision and Leadership
9. Criminal Justice Academies 026A, Training Academy Preparation
10. Criminal Justice Academies 029A, Explosive Devices Training
11. Criminal Justice Academies 033B, Explorer Academy
12. Criminal Justice Academies 034A, Advanced Officer Training (AOT)
13. Criminal Justice Academies 038A, Tactical/Weapons Training
14. Criminal Justice Academies 039A, Emergency/First Aid Training
15. Criminal Justice Academies 047A, Mounted Unit Training
16. Criminal Justice Academies 055A, Drivers Training/Force Option
17. Criminal Justice Academies 068A, Investigations and Report Writing
18. Criminal Justice Academies 069A, Corrections Training
19. Criminal Justice Academies 076A, Police K-9 Training
20. Criminal Justice Academies 083A, Instructor Skills

Continuing Education

Item #21 was approved.

21. Persons with Substantial Disabilities 200, Issues and Concepts for Adults with Development Disabilities

REVISED COURSES-SECOND READING

Items #22 and 23 were approved.

Business

22. Computer Science 136, Building a Small Office/Home Office Network
23. Engineering 012, AEC Blueprint Reading

Items #24 through 26 were approved. Item #27 was approved contingent upon receiving documentation about prerequisite approval.

Human Services & Technology

24. Criminal Justice Academies 010, Pre-Employment Preparation for Law Enforcement
25. Criminal Justice Academies 021, P.C. 832, Law of Arrest
26. Criminal Justice Academies 059, Supervision
27. Pharmacy Technology 072, Pharmacy Technology Externship

Items #28 and 29 were approved.

Science

28. Biology 179, Plants of Orange County
29. Nursing-Registered 105, Cooperative Work Experience Education-Occupational

Items #30 through 34 were approved.

Continuing Education

30. Persons with Substantial Disabilities 787, Employment Preparation for Adults with Developmental Disabilities
31. Persons with Substantial Disabilities 788, Independent Living Skills for Adults with Developmental Disabilities
32. Persons with Substantial Disabilities 793, Physical Activities for Adults with Developmental Disabilities
33. English as a Second Language 120, ESL Civics
34. Vocational Business 574, Computer Basic: Hardware and Software

PROGRAM REVISION-SECOND READING

Item #35 was approved.

Human Services & Technology

35. Early Childhood Options Degree and Certificate

Item #36 was approved with changes.

Science

36. Nursing-Registered Nursing (853)

NEW COURSES-FIRST READING

Item #14 from the Technical Committee Report was approved for a first reading. Item #37 was approved for first reading with changes to transfer code from 1 to 2. Items #38 through 49 were approved for first reading.

Business

37. Accounting 108, Tax Practices and Procedures
38. Business Applications 176, Microsoft Expression Web
39. Computer Science 120, Introduction to Programming
40. Computer Science 135, Software Deployment Mechanisms
41. Computer Science 139, Configuration and Administration of Local Area Networks
42. Computer Science 142, Advanced Unix
43. Computer Science 244, Microsoft Exchange Server
44. Computer Science 247B, Window Server 2008
45. Engineering 130A, CATIA Solid Modeling I
46. Engineering 130B, CATIA Solid Modeling II
47. Engineering 132, Introduction to Robotics
48. Engineering 140A, ProEngineer Solid Modeling I
49. Engineering 140B, ProEngineer Solid Modeling II

Item #50 was approved for first reading with changes to remove 2 units from “former” field. Items #51 and 52 were approved for first reading. Item #53 was approved for first reading with changes to transfer code from 1 to 2.

Human Services & Technology

50. Criminal Justice 110, Street Gangs
51. Criminal Justice 111A, Volunteer Internship Academy
52. Criminal Justice 111B, Supervised Internship Work Experience
53. Fire Public Safety 100, Fire Marine Advanced EMS

Items #54 through 57 were approved for first reading.

Humanities

- 54. Reading N49A, Reading for Non-Native Speakers of English – Part I
- 55. Reading N50A, Reading for Non-Native Speakers of English – Part II
- 56. Reading N49B, Reading for Non-Native Speakers of English – Part I
- 57. Reading N50B, Reading for Non-Native Speakers of English – Part II

REVISED COURSES-FIRST READING

Item #58 was approved for first reading. Item #59 was approved for first reading with changes to transfer code from 1 to 2. Items #60 through 64 were approved for first reading. Item #65 was approved for first reading with changes to transfer code from 2 to 3. Item #66 and 67 were approved for first reading.

Business

- 58. Business Applications 035, Computer Fundamentals
- 59. Business Applications 101, Cooperative Work Experience Education-Occupational
- 60. Business Applications 147, Introduction to Windows
- 61. Business Applications 148, Advanced Windows
- 62. Business Applications 163, Adobe Acrobat
- 63. Business Applications 169, Adobe Dreamweaver
- 64. Business Applications 173, Adobe Flash
- 65. Computer Science 121, Programming Concepts
- 66. Engineering 100B, Introduction to Architecture/Civil Engineering/Construction (AEC)
- 67. Paralegal 121, Ethics and Professional Responsibility

Item #68 was approved for first reading. Item #69 was approved for first reading with the addition of “negative” in prerequisite and added approval code. Item #70 was approved for first reading. Item #71 was approved for first reading with the addition of “negative” in prerequisite and added approval code. Item #72 was approved for first reading with added approval code and deleted comma in Catalog/Schedule descriptions. Item #73 was approved for first reading with insertion of the word “to” in Catalog/Schedule descriptions and added approval code. Items #74 through 76 were approved for first reading. Item #77 was approved for first reading with changes to transfer code from 3 to 2.

Human Services & Technology

- 68. Human Development 107, Child Growth and Development (DS1)
- 69. Human Development 108A, Observation and Assessment for Early Learning and Dev
- 70. Human Development 110, Child, Family and Community (DS2)
- 71. Human Development 111A, Principles and Practices of Teaching Young Children
- 72. Human Development 111B, Introduction to Curriculum for Young Children
- 73. Human Development 112, Health, Safety and Nutrition for Children
- 74. Human Development 221, Teaching In A Diverse Society
- 75. Human Development 298A, Practicum in Early Childhood Programs
- 76. Human Development 298B, Practicum in Infant/Toddler Programs
- 77. Human Development 299, Cooperative Work Experience Education

Item #78 was approved with changes to add Psyc 100H. Items #79 through 81 were approved for first reading.

Humanities/Social Sciences

- 78. Psychology 250, Introduction to Abnormal Psychology
- 79. Reading N90A, Individualized Reading
- 80. Reading N90B, Individualized Reading
- 81. Spanish 202, Intermediate Spanish II

PROGRAM NEW-FIRST READING

Items #82 through 85 were approved for first reading.

Business

- 82. Enrolled Agent Certificate Program
- 83. Enterprise Systems
- 84. Parametric 3D Solid Modeling CAD Certificate
- 85. PC Maintenance and Troubleshooting

PROGRAM REVISION-FIRST READING

Items #86 through 91 were approved for first reading.

Business

- 86. Accounting Degree and Certificate
- 87. Business Applications & Technology Degree and Certificate
- 88. Computer Information Systems Degree and Certificate
- 89. Computer Science Degree and Certificate
- 90. Engineering Civil Technology Degree and Certificate
- 91. Paralegal Degree and Certificate

Items #92 through 94 were approved for first reading.

Human Services & Technology

- 92. Early Childhood Options Degree and Certificate
- 93. Criminal Justice – Criminal Justice Option Degree (0617)
- 94. School Age Options Degree and Certificate

ADDENDUM

TECHNICAL COMMITTEE REPORT

REVISED COURSES

Items #1 and 2 were pulled.

Exercise Science

- 1. Exercise Science Fitness 115, Cardiovascular Conditioning
(Updated Catalog descriptions).

REVISED COURSES WITH SLO-NO CHANGE TO CATALOG AND CLASS SCHEDULE DESCRIPTIONS.

Exercise Science

- 2. Exercise Science Sport Medicine 150, Athletic Training Internship

NEW COURSES-FIRST READING

Item #3 was approved for first reading.

Human Services & Technology

3. Education 205, Personal Proficiency in Educational Technologies for Elementary Teachers

REVISED COURSES-FIRST READING

Item #4 was approved for first reading.

Human Services & Technology

4. Fashion Design Merchandising 299, Cooperative Work Experience Education