

SANTA ANA COLLEGE

CURRICULUM & INSTRUCTION COUNCIL

DATE: September 30, 2009
FROM: Bonnie Jaros, Chair
TO: Curriculum & Instruction Council
RE: Minutes of Meeting of September 28, 2009
2:00 pm, SAC Foundation Board Room, S-215

Present: M. Beyersdorf, A. Brown, M. Brown, P. Canzona, D. Dobos, N. Fujimoto, S. Garnett, G. Giroux, G. Hammonds, K. Hondo, P. Hughes, B. Kehlenbach, J. Mathis, M. Porter, K. Ross, R. Sanabria, C. Takahashi, S. Whelan.

Guests: A. Bridges, J. Howe, E. Ripley, K. Simmons.

1. MINUTES OF MEETING OF SEPTEMBER 14, 2009. APPROVED
2. TECHNICAL COMMITTEE REPORT. APPROVED
3. CURRICULUM ITEMS. See Attachment. APPROVED
4. CLASS HOURS FOR CURRICULUM RECORD. DISCUSSION
Jimmy informed the committee that classes with variable units cannot be properly entered into Datatel. Norm, Robert and Jimmy will have a meeting to discuss this issue.
5. EMT PREREQUISITE FOR THE BASIC FIRE ACADEMY. DISCUSSION
Kris Ross informed the committee that the Fire Technology wants to change their prerequisite for the Basic Fire Academy to include passing a certification exam given by the National Registry of Emergency Medical Technicians. Norm asked that Ken Soltis meet with him to discuss prerequisite validation procedures necessary to make this change.
6. PREREQUISITE FORM. DISCUSSION
Norm explained the prerequisite sign off process to the committee. All divisions have been made aware of the proper form that students must use to challenge prerequisites. The student must attach proper documentation. Once the dean and the faculty member have signed the form, the student can bring it to the clerical assistants in the Counseling Center for processing. Paula recommended that the form should be revised and Brian will look at it.
7. CURRICUNET UPDATE. INFORMATION
Norm has no news for the committee since the last Curriculum Council meeting except that CurricUNET is in the process of being purchased.

8. PORTFOLIO ASSESSMENT/PROGRAM REVIEW
REPORT FROM TLC.

INFORMATION

Sharon mentioned the efforts being made to publicize the “Book of the Year” featuring *The House on Mango Street*. She explained that it is very episodic and could be incorporated into several classes. There will be an ongoing effort to get as many faculty members involved as possible.

NEW COURSES-SECOND READING

Item #1 through 5 were approved for second reading.

Business

1. Business Seminar 019B, Managing Emotional intelligence: Self Awareness
2. Business Seminar 019C, Managing Emotional Intelligence: Social Awareness
3. Business Seminar 020B, Workplace Boundaries: Personal Exploration
4. Business Seminar 031B, Learning to Listen: Practical Application
5. Business Seminar 047B, Memory Skills: Practical Application

Item # 6 was removed.

Special Services

6. Special Services N66, Transition to College

REVISED COURSES-SECOND READING

Item # 7 through 10 were approved for second reading.

Business

7. Business Seminar 019A, Managing Emotional Intelligence (EQ)
8. Business Seminar 020A, Workplace Boundaries
9. Business Seminar 031A, Learning to Listen
10. Business Seminar 047A, Memory Skills

Item # 11 through 18 were approved for second reading.

Fine & Performing Arts

11. Journalism 122, Editing for Print and Digital Media
12. Journalism 124, Magazine Writing for Print and Digital Media
13. Journalism 125, Media Editing Workshop
14. Journalism 298, Designing for Print and Digital Media
15. Music 115A, Applied Music (Private Instruction)
16. Music 115B, Applied Music (Private Instruction)
17. Music 115C, Applied Music (Private Instruction)
18. Music 115D, Applied Music (Private Instruction)

Item # 19 through 20 were approved for second reading.

Social Sciences

19. Economics 120, Principles/Macro
20. Economics 121, Principles/Micro

Item # 21 was approved for second reading.

Science, Math & Health Services

21. Astronomy 140, Astronomy Laboratory

Item # 22 was approved for second reading.

Continuing Education

22. Voc Bus 245, Introduction to Desktop Publishing Using Microsoft Publisher

NEW PROGRAM – SECOND READING

Item # 23 through 26 were approved for second reading.

Continuing Education

23. ESL Beginning A Certificate of Completion
24. ESL Beginning B Certificate of Completion
25. ESL Intermediate A Job Skills Certificate of Completion
26. ESL Intermediate B Job Skills Certificate of Completion

REVISED COURSES-FIRST READING

Item # 27 through 29 were approved for first reading.

Fine & Performing Arts

27. Dance 296, Special Studies in Modern Dance
28. Dance 297, Special Studies in Jazz Dance
29. Dance 298, Special Studies in Dance

NEW COURSES-FIRST READING (ADDENDUM)

Item # 1 was approved for first reading with corrections.

Exercise Science

1. Exercise Science Aquatics 207, Water Polo

The next meeting is Monday, October 12, 2009, at 2:00 p.m., SAC S-215.