

SANTA ANA COLLEGE

CURRICULUM & INSTRUCTION COUNCIL

DATE: September 23, 2013
FROM: Monica Porter, Chair
TO: Curriculum & Instruction Council
RE: Minutes of Meeting of September 23, 2013
2:00 pm, SAC Foundation Board Room, S – 215

Present: B. Birnbaum, P. Canzona, M. Collins, B. Courter, D. Gilmour, G. Giroux, D. Kanzler, J. Lopez, K. Patterson, L. Perez, M. Porter, K. Ross, B. Sos, J. Trone, D. Vu.

Guests: H. Kim, E. Kikawa, B. Scott, C. Truong.

APPROVAL OF MINUTES SEPTEMBER 9, 2013 APPROVED

TECHNICAL COMMITTEE ITEMS APPROVED

CURRICULUM ITEMS APPROVED

ARTICULATION OFFICER REPORT INFORMATION

Paula informed the C&I Council members that the last opportunity to submit new courses to IGETC, or UC transferability, to take effect in fall 2014 is early October, 2013. This would allow for two readings prior to the November deadline.

ACCREDITATION REPORT INFORMATION

No report

CURRICUNET INFORMATION

The 'Course Objectives' field has been made available in the CurricUNET system. Monica requested that council members advise their faculty and that faculty begin to include the Course Objectives on their COR's from this point forward. Once Course Objectives have been documented on the COR, the course SLO's can be saved to Division folders on the Public H:Drive as are the SLO assessment documents.

POLICY FOR PREREQUISITES, COREQUISITES AND ADVISORIES
OR RECOMMENDED PREPARATION ACTION

A motion was made for the C&I Chair to work in collaboration with the C&I Chair at SCC in developing an implementation plan regarding the use of content review alone to establish

prerequisites in the area of communication or computation. This would supplement current RSCCD policy of content review with statistical validation. The implementation plan will ultimately be presented to the Board of Trustees for approval for a change in RSCCD's current policy. Discussion ensued. This item was moved, seconded, and carried to approve.

OTHER

1. Monica provided the document, Writing Student Learning Outcomes Guide: The Follow-Up Report, Titterud, Todd; 2009, to the C&I Council to assist with writing Course Objectives VERSUS Course Student Learning Outcomes. Monica highlighted items #3 and 20.

2. Monica provided to the C&I Council members a draft of a checklist that was developed to use for both writing and reviewing Course Outlines of Record. Monica requested that the C&I Council members share this document with their faculty at their Division Curriculum meeting and bring back any suggestions for improvement.

3. Brief discussion ensued about ways to have SLO's more accessible to the public. Suggestions included placing course SLO's on individual Department Websites. Monica requested that the C&I Council members bring any additional thoughts/ideas back to the next C&I Council meeting.

4. Brief discussion took place regarding a possible change to the dates of submission of curriculum by faculty for review by the technical committee and C&I Council members. In efforts to provide the council with adequate time for review of all course outlines prior to approval, a change is recommended. Monica will work with Anh-Phuong on this item and bring information back to the council.

5. Monica is currently working on updating SAC's Curriculum & Instruction Handbook. Monica hopes to have a draft available for council review by the next C&I Council meeting.

The next meeting is scheduled for Monday, October 7, 2013 at 2:00 p.m., SAC Foundation Board Room, S-215

REVISED COURSES WITH SLO – NO CHANGE TO CATALOG AND CLASS SCHEDULE DESCRIPTION

Items #1 through #6 were approved.

Human Services and Technology

1. CJ 109, Community Interaction

Humanities and Social Sciences

2. GEOG 100, World Regional Geography
3. GEOG 100H, Honors World Regional Geography
4. GEOG 101, Physical Geography GEOG 101 Physical Geography

Science, Math and Health Sciences

5. BIOL 109L, Fundamentals of Biology Laboratory
6. GEOL 101L, Introduction to Geology Laboratory

REVISED PROGRAM – NO CHANGE TO CATALOG AND CLASS SCHEDULE DESCRIPTION

Item #7 was approved.

Human Services and Technology

7. Advanced Engine Performance Option Certificate (sac.autae.cert)

REVISED COURSES – FIRST READING

Items #1 through #6 were approved for first reading.

Human Services and Technology

1. CJA 076A, Police K-9 Training
2. CJA 083A, Instructor Skills
3. CJA 100A, Basic Police Academy
4. FAC 033, Swift Water Rescue

Kinesiology

5. KNFI 127C, Advanced Lower Body Power Development

Continuing Education

6. HSS – English 085, Composition 3

REVISED COURSES – SECOND READING

Items #7 through #10 were approved.

Science, Math and Health Sciences

7. MATH 219, Statistics and Probability
8. MATH 219H, Honors Statistics and Probability
9. SOCS 219, Statistics and Probability
10. SOCS 219H, Honors Statistics and Probability