

SANTA ANA COLLEGE

**CURRICULUM & INSTRUCTION COUNCIL**

DATE: September 8, 2014  
FROM: Monica Porter, Chair  
TO: Curriculum & Instruction Council  
RE: Minutes of Meeting of Monday, September 8, 2014  
2:00 p.m., SAC Foundation Board Room, S – 215

**Present:** B. Birnbaum, P. Canzona, M. Collins, B. Courter, D. Gilmour, G. Giroux, G. Hammonds, S. Jaffray, B. Kehlenbach, H. Kim, J. Lopez, K. Patterson, L. Pedroza, M. Porter, K. Robinson, K. Ross, B. Sos, D. Vu.

**Absent:** None

**Guests:** E. Kikawa.

**1. CALL TO ORDER**

The meeting was called to order at 2:05 p.m. by Monica Porter.

**2. PUBLIC COMMENTS – (THREE-MINUTE TIME LIMIT)**

B. Kehlenbach brought attention to Council members regarding the repeatability rules that have affected students in the area of Fine & Performing Arts. Because of the repeatability policy involving courses related in content (previously families), students are limited to 4 enrollments including D, F, W, or NP grade. The repeatability policy is impacting students in Fine & Performing arts because with this restriction, students are unable to complete a full sequence of coursework and therefore are unable to complete a pathway.

**3. APPROVAL OF MINUTES JUNE 2, 2014**

**APPROVED**

The August 25, 2014 minutes were approved without dissent.

**Mover:** B. Kehlenbach

**Seconded by:** K. Patterson

**Ayes:** M. Collins, B. Courter, D. Gilmour, G. Giroux, G. Hammonds, S. Jaffray, B. Kehlenbach, H. Kim, J. Lopez, K. Patterson, L. Pedroza, M. Porter, K. Robinson, K. Ross, B. Sos, D. Vu.

**Nays:** None

**Abstentions:** None

*In accordance with the Ralph M. Brown Act and SB 751, the minutes of the Santa Ana College (SAC) Curriculum and Instruction Council (C.I.C) record the votes of all committee members as follows: (1) members recorded as absent are presumed not to have voted; (2) members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted without dissent.*

#### **4. CURRICULUM ITEMS**

**APPROVED**

The Curriculum item report was approved without dissent.

**Mover:** G. Hammonds (item 3); J. Lopez (item 4)  
**Seconded by:** B. Kehlenbach (item 3); L. Pedroza (item 4)  
**Ayes:** M. Collins, B. Courter, D. Gilmour, G. Giroux, G. Hammonds, S. Jaffray, B. Kehlenbach, H. Kim, J. Lopez, K. Patterson, L. Pedroza, M. Porter, K. Robinson, K. Ross, B. Sos, D. Vu.  
**Nayes:** None  
**Abstentions:** None

#### **5. ARTICULATION OFFICER REPORT**

**INFORMATION**

No reports were provided.

#### **6. ACCREDITATION REPORT**

**INFORMATION**

Monica Porter informed the Council members that members of the Accreditation Team will have a pre-visit to SAC on Thursday, September 11, 2014 at 3:30 p.m. Dean Jaffray again reminded the Council members that the Self Evaluation Study is available online for review.

#### **7. CURRICUNET**

**INFORMATION**

No report provided.

#### **8. OTHER**

A. The item #8A – Recommended Preparation was requested by the Council members to move above item #4 on the agenda for early discussion. It was moved by B. Kehlenbach and seconded by D. Vu. The discussion took place. The Council agreed that the placement of the item ‘Recommended Preparation’ should be located in the drop down menu in the CurricUNET system along with Prerequisite/Corequisite options instead of faculty putting the item in the catalog description. The Council members also approved having a verbal rationale for the Recommended Preparation until further notice. Monica asked the Council members to remind the faculty to put the Recommended Preparation information in the correct field using the available drop down menu.

B. B. Courter brought up questions regarding the process of developing shared courses between SAC and SCC. Monica will follow-up with this issue.

C. Monica provided the Council members a chart that provides guidance in the assignment of Carnegie Units to instructional hours provided by the State Chancellor’s Office to assist faculty when assigning units to hours on the COR.

#### **9. ADJOURNMENT**

The meeting was adjourned at 3:27 p.m. by Monica Porter.

**The next meeting is scheduled for Monday, September 22, 2014 at 2:00 p.m., SAC Foundation Board Room, S-215**

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**NEW COURSE – SECOND READING**

***Item #1 was tabled.***

Human Services

1. CJA 055E, Sheriff Special Officer Transition Course

**REVISED COURSE – SECOND READING**

***Item #2 was tabled. Item #3 was approved without dissent.***

Human Services

2. CJA 007A, Gangs, Cults and Hate Crimes

Technology

3. MNFG 114, Geometric Dimensioning and Tolerancing

**REVISED PROGRAM – SECOND READING**

***Item #4 was approved without dissent.***

Science

Biological Science Degree