



1530 W. 17th St, Santa Ana, CA 92706

MINUTES
CURRICULUM AND INSTRUCTION COUNCIL
Monday, September 27, 2021
2:00 pm
Zoom Meeting

- Present:** P. Canzona, C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Kimmel, J. Lamb, J. Mathis, L. Pedroza, D. Peraza, K. Robinson, D. Roper, B. Sos, M. Taylor, J. Tolentino
- Absent:** P. Andrade, TBA (Student Representative)
- Guest:** M. Aguilar- Beltran, H. Azari, J. Beltran, L. Chavez, N. Clark, S. Clark, J. Cruz-Teposte, A. Gonis, J. Huskey, C. Kushida, S. Mathot, H. Nguyen, F. Ortiz, L. Sergeyeva, J. Sim, C. Takahashi

Meeting was called to order at 2:01 p.m. by C. Coyne, CIC Chair.

C. Coyne requested amendments to the CIC agenda. Amendments are as follows:

- Meeting Time (1:30 p.m. vs. 2:00 p.m.) – **Tabled**
- Proposed Reorganization – Computer Science Department’s Concerns and Perspectives – **Added**
- Expiration date of FOMA and Remote Instruction Course offerings – **Added**
- ASCCC’s Resources for Proposed Reorganization – Information Only – **Added**

A motion was made to amend agenda as requested.

- Mover:** C. Emley
Seconded by: D. Dumon
Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Kimmel, J. Lamb, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino
Nays: None
Abstentions: None

Motion carried.

I. PUBLIC COMMENTS

No public comments

II. APPROVAL OF MINUTES

The Minutes from September 13, 2021 were approved.

Mover: D. Khalid
Seconded by: C. Emley
Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Kimmel, J. Lamb, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino
Nays: None
Abstentions: None

III. CURRICULUM

See comments and approvals in subsequent pages.

IV. PROPOSED REORGANIZATION – ENGINEERING DEPARTMENT’S CONCERNS and PERSPECTIVES

C. Takahashi expressed his gratitude to the committee for the opportunity to share his thoughts and concerns about the proposed reorganization. He stated that he felt his discipline was a better fit in with the confines of the Business Division. Since Engineering programs are Career Education focused, he believes the Business Division provides a valuable foundation. The cooperation and expertise from other departments within the Business Division have attributed to the success of students’ which include internships.

C. Takahashi is seeking a recommendation from CIC on the proposed move of Engineering. C. Coyne will consult Academic Senate on a possible process.

Discussion ensued.

V. PROPOSED REORGANIZATION – COMPUTER SCIENCE DEPARTMENT’S CONCERNS and PERSPECTIVES

J. Sim shared a presentation from the Computer Science (CS) and the Computer Information Systems (CIS) Departments where they presented their rationale to remain in the Business Division. The short presentation included a strong workplace focus with Legal Studies and Law.

J. Sim also shared the overlap between CIS and numerous departments within the Business Division; whereas, Computer Science’s only overlap with STEM is two (2) Math and two (2) Physics courses.

J. Sim shared that he compared his two departments with other colleges. Cypress, Long Beach, Santa Monica and Orange Coast all house Computer Science and Computer Information Systems within the Business and Career Education Division.

Discussion followed.

VI. ASCCC’s RESOURCES for PROPOSED REORGANIZATION

C. Coyne shared a resolution from the ASCCC pertaining to department organization that was developed in 1987. The resolution outlines some relevant responsibilities of local Academic Senates as enumerated in the 10 + 1. She asked that committee members share the document with their constituents and provide feedback at the next CIC Meeting.

Document was shared in the chat feature.

Mission Statement

Santa Ana College inspires, transforms and empowers a diverse community of learners.

Vision Statement

I. Student Achievement; II. Use of Technology; III. Innovation; IV. Community; V. Workforce Development; VI. Emerging American Community

**Course is shared with SCC*

CIC Agenda 09-27-2021

VII. EXPIRATION DATE of FOMA and REMOTE INSTRUCTION COURSE OFFERINGS

C. Kushida explained that as a response to the student need to offer Fully Remote and Virtual Hybrid courses, the plan is to offer these permanent DE Modalities in Spring. Remote Instruction was an emergency modality that was developed and was approved by CIC as a FOMA (Fully Online with Mutual Agreement) or a DE Addendum. Now that December 31, 2021 ends our state emergency, courses with the FOMA only form are no longer covered by the emergency unless it is extended.

C. Kushida stated that the immediate concern is for courses that will be taught Fully Remote Live in the Spring Intersession 2022 or Spring 2022 semesters that do not have a DE Addendum. A DE proposal will need to be submitted, and approved via the curricular process, this semester for affected courses.

The DE Addendum tab in META will be updated to add the new DE modalities.

J. Lamb stated that the RSCCD Chancellor can still determine a state of emergency. He plans to have a conversation with the Chancellor.

Discussion ensued.

VIII. MEETING TIME (1:30 p.m. vs. 2:00 p.m.) – Tabled

IX. COOPERATIVE WORK EXPERIENCE EDUCATION (CWE) PLAN – First Read

No questions were asked. Item will be placed in second read at next meeting.

X. CURRICULUM and INSTRUCTION COUNCIL (CIC) HANDBOOK

a. First Read: Mission Statement and Statement of Purpose

No questions were asked. Item will be placed in second read at next meeting.

b. First Read: Roles and Responsibilities

P. Canzona stated that revisions are in needed for the Articulation Office role. She will be submitting her revisions to the Curriculum Office.

J. Lamb asked for shared curriculum with SCC be added as a bullet point to the Faculty originator role. He also expressed the need to underscore that Administrative Secretaries should not be engaged in working on curriculum since curriculum is not within their purview. He felt the Division Curriculum Secretary was a good title because the role could be fulfilled by a faculty member within their individual Curriculum Committee. He advocated for curriculum to be the primacy of faculty.

Corrections/additions to the Roles and Responsibilities may be submitted via the Curriculum and Instruction Council Teams folder.

C. Coyne stated that this item will be placed on the next agenda as first read.

XI. REPORTS and UPDATES

a. Accreditation

No report provided.

b. Guided Pathways (GP) and Student Equity and Achievement (SEA)

Presentation will be presented at next CIC Meeting.

Meeting adjourned at 3:59 p.m.

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CIC Agenda 09-27-2021

**III.a. CONSENT AGENDA from TECHNICAL COMMITTEE
Items 1 – 3 were approved.**

Mover: D. Khalid

Seconded by: J. Tolentino

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid,
M. Kimmel, J. Lamb, J. Mathis, L. Pedroza, D. Peraza, D. Roper, B. Sos, M. Taylor, J. Tolentino

Nays: None

Abstentions: None

Revised Courses without Catalog Changes

None to review

Program Deletion

1. Associate of Arts in Social Science
2. Television/Video Communications Certificate – Media Studies Certificate of Proficiency

Revised Courses with Minor Catalog Changes

None to review

Course Deactivations

3. Communications & Media Studies 105H, Honors Mass Media and Society

Removal of Deactivated Courses from General Education Plans

None to review

Removal of Deactivated Courses from Programs

None to review

Revised programs

None to review

Program Deletion

None to review

Course Student Learning Outcomes (SLOs) Revisions Only

None to review

Program SLO Revisions

None to review

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III.b. CURRICULUM ITEMS

DISCUSSION ITEMS (1st READINGS)

Items 4 – 15 were presented and discussed.

New Courses

4. Fashion Design and Merchandising 114C, 3D Design- Swimwear
 - a. Distance Education
5. Fashion Design and Merchandising 114D, 3D Design- Denim
 - a. Distance Education
6. Vocational - Fashion Design & Merchandising 100, Introduction to the Fashion Industry – Noncredit
 - a. Distance Education
7. Vocational - Fashion Design & Merchandising 105, Beginning Sewing – Noncredit
 - a. Distance Education

Revised Courses

8. Manufacturing Technology 117, QC Operations with PC-DMIS CMM-1
 - a. Prerequisite
 - b. Recommended Preparation
 - c. Distance Education
9. Manufacturing Technology 118, QC Operations with PC-DMIS CMM-2
 - a. Prerequisite
 - b. Recommended Preparation
 - c. Distance Education
10. Manufacturing Technology 119, QC2: Quality Theory
 - a. Prerequisite
 - b. Recommended Preparation
 - c. Distance Education
11. Manufacturing Technology 153, Technical Mathematics
 - a. Distance Education

New Programs

12. Introduction to Baking & Pastry Tier 1 Certificate of Completion – Noncredit
13. Introduction to Baking & Pastry Tier 2 Certificate of Completion – Noncredit

Revised Programs

14. Associate of Arts in Theatre Arts – Technical Theatre
15. Associate of Arts in Theatre Arts – Theatre Performance

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III.c. CURRICULUM ITEMS

ACTION ITEMS (2nd READINGS)

Item 16 was tabled.

Items 17 – 19 were approved.

Mover: D. Khalid

Seconded by: L. Pedroza

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, M. Kimmel, J. Lamb, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino

Nays: None

Abstentions: M. Grant, B. Sos

Items 17 – 19 with Distance Education were approved.

Mover: D. Khalid

Seconded by: L. Pedroza

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, M. Kimmel, J. Lamb, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino

Nays: None

Abstentions: M. Grant, B. Sos

Items 17 – 19 with Correspondence Education were approved.

Mover: D. Khalid

Seconded by: L. Pedroza

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, D. Khalid, M. Kimmel, J. Lamb, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino

Nays: None

Abstentions: M. Grant, B. Sos

Item 20 was approved.

Mover: D. Khalid

Seconded by: M. Dinh-Mahavongtrakul

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Kimmel, J. Lamb, J. Mathis, L. Pedroza, D. Peraza, D. Roper, B. Sos, M. Taylor, J. Tolentino

Nays: None

Abstentions: None

Item 20 with prerequisite was approved.

Mover: D. Khalid

Seconded by: D. Peraza

Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Kimmel, J. Lamb, J. Mathis, L. Pedroza, D. Peraza, D. Roper, B. Sos, M. Taylor, J. Tolentino

Nays: None

Abstentions: None

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Item 20 with Distance Education was approved.

Mover: D. Khalid
Seconded by: D. Peraza
Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Kimmel, J. Lamb, J. Mathis, L. Pedroza, D. Peraza, D. Roper, B. Sos, M. Taylor, J. Tolentino
Nays: None
Abstentions: None

Items 21 – 22 were tabled.

Items 23 – 25 were approved.

Mover: D. Khalid
Seconded by: L. Pedroza
Ayes: C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, M. Grant, D. Khalid, M. Kimmel, J. Lamb, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino
Nays: None
Abstentions: B. Sos

New Courses

16. Older Adults 200, Health and Wellness – Noncredit – **TABLED**
 - a. Distance Education
 - b. Correspondence Education
17. Vocational – Food 212, Baking & Pastry Master Class – Noncredit
 - a. Distance Education
18. Vocational – Food 214, Bread Making Master Class – Noncredit
 - a. Distance Education
19. Vocational – Food 216, Cakes and Decorating Master Class – Noncredit
 - a. Distance Education

Revised Courses

20. Chemistry 209, Introductory Chemistry
 - a. Prerequisite
 - b. Distance Education
21. Mathematics N06, Essential Mathematics – **TABLED**
 - a. FOMA

New Programs

None to review

Revised Programs

22. Biotechnology Lab Assistant Certificate of Achievement – **TABLED**
23. ESL College Reading and Writing Certificate of Competency – Noncredit
24. ESL Grammar for Better Writing Certificate of Competency – Noncredit
25. Secondary Education (High School Equivalency Test Preparation) Certificate of Competency – Noncredit

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