



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

MINUTES
CURRICULUM and INSTRUCTION COUNCIL

Monday, August 29, 2022

2:00 pm

Hybrid

Campus Location: JSC 219-2 & 3

Via Zoom: <https://cccconfer.zoom.us/j/7145646993>

- Present:** M. Aguilar-Beltran, R. Cantoran (Student Representative), P. Canzona, C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, K. Guzman, D. Khalid, J. Macdonald, J. Mathis, L. Pedroza, D. Peraza, K. Robinson, D. Roper, M. Taylor, J. Tolentino, W. Wang
- Absent:** M. Grant, J. Lamb
- Guest:** C. Axtell, L. Chavez, J. Diller, J. Galvan, E. Gomez, A. Gonis, M. Guerrero-Phlaum, J. Huskey, A. Macias, J. Meloni, F. Ortiz, B. Sos, T. Winchell

Meeting was called to order by C. Coyne, CIC Chair, at 2:03 p.m.

I. Approval of Additions or Corrections to Agenda

Additions to agenda: A motion was made to add Anthropology 199, Independent Study to new course, first read.

Mover: K. Guzman

Seconded by: L. Pedroza

Ayes: R. Cantoran, C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, K. Guzman, D. Khalid, J. Macdonald, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino, W. Wang

Nays: None

Abstentions: None

Correction to agenda – Items 21, 22 and 23: Course numbers were inadvertently listed as 240B, 240C, 240D. The correct number for Dance courses should be 204B, 204C and 204D.

II. Public Comments

D. Dumon expressed her appreciation for the hybrid format of the meetings.

D. Peraza spoke about the tentative FARSCCD agreement and how it affects faculty in Counseling, specifically their role as educators and contributors to the curriculum process. He requested their support.

III. Approval of Minutes

The Minutes from May 16, 2022 were approved.

Mover: D. Khalid
Seconded by: D. Peraza
Ayes: R. Cantoran, C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, K. Guzman, D. Khalid, J. Macdonald, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino, W. Wang
Nays: None
Abstentions: None

IV. Curriculum

See comments and approvals in subsequent pages.

V. Reports and Announcements

a. Assembly Bill 928

P. Canzona reported on AB 928 which requires a single lower division general education pathway agreement to be finalized by December 31, 2023 and implemented by 2025-2026. She explained that the Intersegmental Committee of the Academic Senates (ICAS) shall establish the General Education (GE) pathway by May 31, 2023. If ICAS fails to establish the GE pathway, administrative bodies of the CCC, CSU and UC systems shall establish the GE pathway by December 31, 2023.

P. Canzona shared the proposed GE pathway which is being referred to as CalGETC. The proposal includes the number of courses required in academic areas (i.e. English, Communication, Arts and Humanities) to arrive at 11 courses, totaling 34 units. She commented on the potential impacts the new pathway will have on Lifelong learning and the reduction of courses in Arts, Humanities, Social and Behavioral Sciences.

P. Canzona provided ways for committee members to express their opinions by completing the survey monkey (https://surveymonkey.com/r/GE_Pattern_Survey_2022) by September 30, 2022 and by attending the various webinars offered through the ASCCC (Academic Senate for California Community Colleges) throughout the Fall 2022 semester. The link to the webinars can be found here (<https://asccc.org/events/role-local-academic-senates-and-curriculum-committees-regard-general-education>).

Discussion followed.

b. Course Enrollment Maximums Taskforce

C. Coyne reported that an interest form was sent to faculty seeking interest in the taskforce. She will be reaching out to those who expressed interest in the taskforce.

c. Curriculum Handbook Workgroup

K. Robinson is heading this workgroup. The goal is to have the updated CIC handbook completed by the end of Fall 2022.

10+1

(1) Curriculum including establishing prerequisites and placing courses within disciplines; (2) Degree and certificate requirements; (3) Grading policies; (4) Educational program development; (5) Standards or policies regarding student preparation and success; (6) District and college governance structures, as related to faculty roles; (7) Faculty roles and involvement in accreditation processes, including self-study and annual reports; (8) Policies for faculty professional development activities; (9) Processes for program review; (10) Processes for institutional planning and budget development; (11) Other academic and professional matters as mutually agreed upon between the governing board and the academic senate

d. Faculty Coordinator Positions (4)

F. Ortiz mentioned that Academic Affairs has four (4) vacant faculty roles in the areas of Guided Pathways, Outcome Assessment, Program Review and Distance Education. Interested faculty should reach out to his office for more information.

e. Quadrennial Reviews Deadline – October 17th

C. Coyne reminded faculty that quadrennials are due in the Curriculum Office queue by October 17, 2022.

VI. Other

The reports below were provided by F. Ortiz prior to the meeting:

- Student Equity and Achievement Program (SEAP): First meeting taking place on September 8, 2022, from 3:00-4:30 pm
- Digital Catalog: Currently in talks with curriQunet with a plan to go live by end of September.

R. Vazquez asked faculty to email Dr. Daniel N. Martinez, Director of College Research, when requesting enrollment and completer projections data from the Research Department for new and revised program narratives.

Meeting adjourned at 4:03 p.m.

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**III.a. CONSENT AGENDA from TECHNICAL COMMITTEE
Items 1 – 12 were approved.**

Mover: D. Dumon

Seconded by: D. Peraza

Ayes: R. Cantoran, C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, Z. Fish, K. Guzman, D. Khalid, J. Macdonald, J. Mathis, L. Pedroza, D. Peraza, D. Roper, M. Taylor, J. Tolentino, W. Wang

Nays: None

Abstentions: None

Revised Courses without Catalog Changes

None to review

Program Deletion

None to review

Revised Courses with Minor Catalog Changes

None to review

Course Deactivations

1. Business 111, International Business Documentation - Beginning
2. Business 114, International Documentation and Supply Chain Management
3. Business 142, International Market Research and Planning
4. Business 143, Packaging, Pricing and Promoting Products/Services for Export
5. Business 145, Channels of Distribution in International Markets
6. Business 148, International Intellectual Property Law
7. Business 149, The Law of Global Commerce
8. Business 164, Alternative Financing Techniques for International Trade
9. Business 165, International Trade Finance and Insurance
10. Business 166, Financing an Import/Export Business
11. Business 182, Classifying Imports and Clearing US Customs
12. Older Adults 894, Physical Fitness for Older Adults

Removal of Deactivated Courses from General Education Plans

None to review

Removal of Deactivated Courses from Programs

None to review

Course Student Learning Outcomes (SLOs) Revisions Only

None to review

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Course Materials Revisions Only

None to review

Revised programs

None to review

Program Deletion

None to review

Program SLO Revisions

None to review

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III.b. CURRICULUM ITEMS

DISCUSSION ITEMS (1st READINGS)

Item 13 was added to agenda.
Items 14 – 39 were discussed.

Motion was made to waive the first read on item 13 and move to second read once the suggested recommendations are made. The motioned also asked for the course to be voted on via electronic vote.

Mover: K. Guzman
Seconded by: L. Pedroza
Ayes: R. Cantoran, C. Coyne, M. Dinh-Mahavongtrakul, D. Dumon, Z. Fish, K. Guzman,
D. Khalid, J. Mathis, L. Pedroza, D. Peraza, M. Taylor, J. Tolentino, W. Wang
Nays: D. Roper
Abstentions: C. Emley, J. Macdonald

Motion passed.

New Courses

13. Anthropology 199, Independent Study – **Added**
 - a. Prerequisite
 - b. Corequisite

Revised Courses

14. Art 291, Mural Painting and Design II
 - a. Prerequisite
 - b. Distance Education
15. Biology 195, Biotech: QC/QA Microbiology
 - a. Prerequisite
 - b. Distance Education
16. Communication Studies 140, Argumentation and Debate
 - a. Distance Education
17. Digital Media 100, Introduction to Electronic Media: TV, Radio, Film, and the Internet
 - a. Distance Education
18. Digital Media 110, Introduction to Television Production
19. Digital Media 115A, Single-Camera Production & Editing
 - a. Distance Education
20. Digital Media 120, Beginning Screenwriting for Digital Media
 - a. Distance Education
21. Digital Media 168, Agency Graphic Design Production
 - a. Recommended Preparation
 - b. Distance Education
22. Dance 204B, Dance Production II
 - a. Prerequisite
 - b. FOMA

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23. Dance 204C, Dance Production III
 - a. Prerequisite
 - b. FOMA
24. Dance 204D, Dance Production IV
 - a. Prerequisite
 - b. FOMA
25. English As a Second Language 488, Basic Writing – Noncredit
 - a. Distance Education
26. English As a Second Language 489, Intermediate Writing – Noncredit
 - a. Recommended Preparation
 - b. Distance Education
27. Fashion Design and Merchandising 136, Fundamentals of Costume Design
 - a. Distance Education
 - b. Cross Listing: THEA 136
28. *Music 104, Rock Music History and Appreciation
 - a. Distance Education
29. Music 142, Creating Music on the Digital Audio Workstation
 - a. Distance Education
30. Parent Education 562, Health Education for Family Child Care Providers – Noncredit
 - a. Distance Education
31. Theatre Arts 136, Fundamentals of Costume Design
 - a. Distance Education
 - b. Cross Listing: FDM 136

New Programs

32. Introduction to Digital Media Certificate of Completion – Noncredit
33. Performance Emphasis Certificate of Achievement
34. Technical Theatre Certificate of Achievement

Revised Programs

35. ESL: English for Work Certificate of Competency – Noncredit
36. ESL Enhanced Civics Certificate of Competency – Noncredit
37. ESL Enhanced English for Work Certificate of Competency – Noncredit
38. ESL Enhanced Speaking Capstone Certificate of Competency – Noncredit
39. ESL Enhanced Writing Capstone Certificate of Competency – Noncredit

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III.c. CURRICULUM ITEMS
ACTION ITEMS (2nd READINGS)

New Courses

None to review

Revised Courses

None to review

New Programs

None to review

Revised Programs

None to review

10+1

(1) Curriculum including establishing prerequisites and placing courses within disciplines; (2) Degree and certificate requirements; (3) Grading policies; (4) Educational program development; (5) Standards or policies regarding student preparation and success; (6) District and college governance structures, as related to faculty roles; (7) Faculty roles and involvement in accreditation processes, including self-study and annual reports; (8) Policies for faculty professional development activities; (9) Processes for program review; (10) Processes for institutional planning and budget development; (11) Other academic and professional matters as mutually agreed upon between the governing board and the academic senate