



# CURRICULUM and INSTRUCTION COUNCIL MINUTES

## Santa Ana College Mission Statement

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

### 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;
- +1. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate

## Curriculum Committee

### Voting Members:

Chair/Vice Chair – Madeline Grant/Kristen Robinson  
Vice President of Academic Affairs – Jeffrey Lamb  
Dean – Sara Butler  
At Large Representative – Vacant  
Business – Dori Dumon  
Continuing Education – Henry Kim  
Counseling – Daniel Peraza  
Fine & Performing Arts – Jacqueline Schlossman  
Humanities – Zachary Fish  
Human Services – Wendy Wang  
Kinesiology – Brian Sos  
Library – Luis Pedroza  
Mathematics – Justin Tolentino  
Health Sciences – Catherine Emley  
Sciences – Minhan Dinh  
Social Sciences – Kristen Guzman  
Student Representative – Vinh Nguyen/Christopher Fesler (Alternate)  
Student Services – Vacant  
Technology – David Roper

### Non-Voting Members:

Articulation Officer – Paula Canzona  
Matriculation Representative – Luz Fernandez  
Curriculum Specialist – Anh-Phuong Tran  
Curriculum Specialist – Reyes Vazquez

Monday, October 2, 2023 | 2:00 PM | Room JSC 219 – 1, 2, 3 & 4

**Present:** S. Butler, P. Canzona, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen (Student Representative), D. Peraza, D. Roper, J. Schlossman, J. Tolentino, W. Wang

**Absent:** L. Fernandez, Z. Fish, L. Pedroza R. Robinson, B. Sos

**Guest:** J. Camacho, E. Gomez, J. King

The meeting was called to order by M. Grant, CIC Chair, via Zoom, at 2:03 p.m.

### I. Approval of Additions or Corrections to Agenda

The title for Vocational – Food 212 was updated from Introduction to Baking & Pastry to Baking & Pastry Basics.

### II. Public Comments

K. Guzman expressed her gratitude to M. Grant, Faculty and Classified personnel who attended the Board of Trustees Meeting on September 26<sup>th</sup>, online and in person, in support of employees' benefits.

### III. Approval of Minutes

The Minutes from September 18, 2023 were approved with one amendment. Under voting member, Vinh Nguyen should be reflected rather than Ruben Hernandez.

**Mover:** J. Tolentino  
**Seconded by:** W. Wang  
**Ayes:** S. Butler, M. Dinh-Mahavongtrakul, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen, D. Peraza, D. Roper, J. Schlossman, J. Tolentino, W. Wang  
**Nays:** None  
**Abstentions:** None

### IV. Curriculum

See comments and approvals in subsequent pages.

### V. Plan A – Ethnic Studies – First Read

K. Guzman shared comments and questions from the Humanities and Social Sciences Division. She asked about the current Plan A, area D1 – Ethnic Studies / Women's Studies, which may be confusing to students as well as potential double counting and if Ethic Studies was receiving special treatment.

P. Canzona explained that the addition of Ethnic Studies to Plan A is a state mandated requirement for Fall 2024 and will be included as part of the future Title 5 revisions to local GE requirements.

She mentioned that if implemented this way, a course taken in this category would be double counted; thus, no adding additional units to Plan A.

J. Lamb will be sending the 15-Day Notice email pertaining to the revisions to Plan A to the Curriculum Office staff for distribution to CIC members.

J. Tolentino questioned if for consistency purposes, the statement of a grade of C or better should be added under the proposed Ethnic Studies Requirement.

Discussion ensued.

M. Grant requested that committee members, as well as the student representative, relay the discussion topics to their respective constituents and provide feedback at the October 16<sup>th</sup> meeting.

## **VI. CIC Chair's Report**

M. Grant reminded CIC members about the discussion to sync SLOs with Canvas and asked if feedback was received. M. Grant reminded members that Canvas is a learning system whereas Nuventive is an assessment tool used to generate reports for resource allocations.

K. Guzman, D. Dumon, D. Roper, J. Schlossman provided feedback from their respective divisions. They agreed that no editing should be allowed in Canvas.

C. Emley and D. Peraza reported that their divisions will be meeting during the week and will provide feedback at the next meeting.

J. King stated that the Distance Education (DE) Advisory Committee recommended no editable fields in Canvas.

M. Grant commended faculty who attended the Technical Committee Meeting on September 25<sup>th</sup> and encouraged continued participation from Department Chairs and originators to ensure Course Outlines of Record (CORs) were error free by the time they reach the Curriculum and Instruction Council (CIC) Committee.

M. Grant briefly discussed the eight (8) workgroups that have been formed and promoted participation from all committee members.

M. Grant stated more information will be forthcoming for Credit for Prior Learning (CPL) and the Apprenticeship Program.

## **VII. Division Reports**

No reports were provided.

## **VIII. Announcements**

Informational items only.

**Quadrennials: Courses and Programs – Due October 16, 2023**  
**October 16, 2023 meeting will be held at CEC Rooms F 101/102**

The meeting was adjourned at 3:59 p.m.

#### IV.a. **CONSENT AGENDA from TECHNICAL COMMITTEE**

**Items 1 – 3 were approved.**

**Mover:** K. Guzman

**Seconded by:** J. Tolentino

**Ayes:** S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen, D. Peraza, D. Roper, J. Schlossman, J. Tolentino, W. Wang

**Nays:** None

**Abstentions:** None

#### **Revised Courses without Catalog Changes**

None to review

#### **Revised Courses with Minor Catalog Changes**

None to review

#### **Course Deactivations**

1. Education 205, Personal Proficiency in Educational Technologies for Elementary Teachers
2. Library Technology 053, Library Internship
3. Mathematics 145, Finite Mathematics

#### **Removal of Deactivated Courses from General Education Plans**

None to review

#### **Course Student Learning Outcomes (SLOs) Revisions Only**

None to review

#### **Course Materials Revisions Only**

None to review

#### **Revised programs**

None to review

#### **Program Deletion**

None to review

#### **Program SLO Revisions**

None to review

**IV.b. CURRICULUM ITEMS**  
**DISCUSSION ITEMS (1<sup>st</sup> READINGS)**

**Items 4 – 33 were discussed.**

**New Courses**

4. Vocational – Automotive 672, Engine Repair
  - a. Recommended Preparation
  - b. FOMA

**Revised Courses**

5. \*Biology 211, Cellular and Molecular Biology
  - a. Prerequisite
  - b. Distance Education
6. Digital Media 256, Intermediate Motion Picture Technical Production
  - a. Recommended Preparation
  - b. Distance Education
7. Digital Media 257, Advanced Motion Picture Technical Production
  - a. Recommended Preparation
  - b. Distance Education
8. Digital Media 265, Documentary Film Production
  - a. Recommended Preparation
  - b. Distance Education
9. Engineering 012, Civil/Architectural Blueprint Reading
  - a. Distance Education
10. Engineering 100A, Introduction to Engineering
  - a. Distance Education
11. Engineering 183, AutoCAD I
  - a. Distance Education
12. Engineering 184, AutoCAD II
  - a. Distance Education
13. Engineering 185, Civil 3D
  - a. Distance Education
14. Engineering 235, Statics
  - a. Prerequisite
  - b. Distance Education
15. Engineering 240, Dynamics
  - a. Prerequisite
  - b. Distance Education
16. Mathematics 140S, College Algebra with Support
  - a. Prerequisite
  - b. Distance Education
17. \*Mathematics 219, Statistics and Probability
  - a. Prerequisite
  - b. Distance Education
18. \*Mathematics 219H, Honors Statistics and Probability
  - a. Prerequisite
  - b. Honors
  - c. Distance Education
19. Music 109, Reading and Making Music
  - a. Distance Education

20. Music 113A, Basic Musicianship Skills
  - a. Distance Education
21. Music 113B, Musicianship Skills
  - a. Prerequisite
  - b. Distance Education
22. Music 153, Video Game Music and Sound Design
  - a. Distance Education
23. Music 190, Introduction to ProTools
  - a. Distance Education
24. Theatre Arts 256, Intermediate Motion Picture Performance Production
  - a. Prerequisite
  - b. Distance Education
25. Vocational – Business 270, Introduction to Microsoft Outlook – Noncredit
  - a. Recommended Preparation
  - b. Distance Education
  - c. Correspondence Education
26. Vocational – Food 005, ServSafe® Food Handler – Noncredit
  - a. Distance Education
  - b. Correspondence Education
27. Vocational – Food 210, ServSafe® Food Protection Manager Certification Exam Preparation, Review, & Practice – Noncredit
  - a. Distance Education
  - b. Correspondence Education
28. Vocational – Food 212, ~~Introduction to Baking & Pastry~~ Baking & Pastry Basics – Noncredit
  - a. FOMA
29. Vocational – Food 214, Introduction to Bread Making – Noncredit
  - a. Corequisite
  - b. FOMA
30. Vocational – Food 216, Introduction to Cakes and Decorating – Noncredit
  - a. Corequisite
  - b. FOMA

## **New Programs**

None to review

## **Revised Programs**

31. Associate in Science in Nursing Degree Pre-Nursing for the Bachelor's Degree in Nursing
32. Associate in Science in Nursing-Registered Nursing
33. Screen Printing and Embroidery Certificate of Proficiency

IV.c. **CURRICULUM ITEMS**  
**ACTION ITEMS (2<sup>nd</sup> READINGS)**

**Items 34 – 48 were approved.**

**Mover:** D. Dumon  
**Seconded by:** J. Tolentino  
**Ayes:** S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen, D. Peraza, D. Roper, J. Schlossman, J. Tolentino, W. Wang  
**Nays:** None  
**Abstentions:** None

**Items 34 – 48 with prerequisites and recommended preparation were approved.**

**Mover:** D. Dumon  
**Seconded by:** W. Wang  
**Ayes:** S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen, D. Peraza, D. Roper, J. Schlossman, J. Tolentino, W. Wang  
**Nays:** None  
**Abstentions:** None

**Items 34 – 48 with Distance Education were approved.**

**Mover:** D. Dumon  
**Seconded by:** J. Tolentino  
**Ayes:** S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen, D. Peraza, D. Roper, J. Schlossman, J. Tolentino, W. Wang  
**Nays:** None  
**Abstentions:** None

**Items 34 – 48 with Correspondence Education were approved.**

**Mover:** W. Wang  
**Seconded by:** V. Nguyen  
**Ayes:** S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen, D. Peraza, D. Roper, J. Schlossman, J. Tolentino, W. Wang  
**Nays:** None  
**Abstentions:** None

**Item 49 was approved.**

**Mover:** W. Wang  
**Seconded by:** D. Dumon  
**Ayes:** S. Butler, M. Dinh-Mahavongtrakul, D. Dumon, C. Emley, M. Grant, K. Guzman, H. Kim, J. Lamb, V. Nguyen, D. Peraza, D. Roper, J. Schlossman, J. Tolentino, W. Wang  
**Nays:** None  
**Abstentions:** None

## New Courses

None to review

## Revised Courses

34. English As a Second Language 610, Grammar for Better Writing I – Noncredit
  - a. Recommended Preparation
  - b. Distance Education
  - c. Correspondence Education
35. English As a Second Language 611, Grammar for Better Writing II – Noncredit
  - a. Distance Education
  - b. Correspondence Education
36. English As a Second Language 612, College Reading and Writing I – Noncredit
  - a. Distance Education
  - b. Correspondence Education
37. English As a Second Language 613, College Reading and Writing II – Noncredit
  - a. Distance Education
  - b. Correspondence Education
38. Digital Media 142, Acting for the Camera
  - a. Cross Listing: THEA 113
  - b. Distance Education
39. Digital Media 260, Lighting Fundamentals
  - a. Cross Listing: THEA 133
  - b. Distance Education
40. High School Subjects 221, Study Skills 1 – Noncredit
  - a. Distance Education
  - b. Correspondence Education
41. High School Subjects 222, Study Skills 2 – Noncredit
  - a. Distance Education
  - b. Correspondence Education
42. \*Mathematics 140, College Algebra
  - a. Prerequisite
  - b. Distance Education
43. Photography 291, Wedding and Quinceañera Photography
  - a. Prerequisite
  - b. Distance Education
44. Theatre Arts 113, Acting for the Camera
  - a. Cross Listing: DM 142
  - b. Distance Education
45. Theatre Arts 133, Lighting Fundamentals
  - a. Cross Listing: DM 260
  - b. Distance Education
46. Theatre Arts 179, Musical Theatre Workshop
  - a. Prerequisite
  - b. Distance Education
47. Theatre Arts 180, Intermediate Musical Theatre Techniques
  - a. Prerequisite
  - b. Distance Education
48. Theatre Arts 181, Intermediate Musical Theatre Workshop
  - a. Prerequisite
  - b. Distance Education

## **New Programs**

None to review

## **Revised Programs**

49. Culinary Arts Foundation Certificate of Achievement