



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

MINUTES
CURRICULUM AND INSTRUCTION COUNCIL
Monday, March 15, 2021
2:00 pm
Zoom Meeting

Present: P. Canzona, R. Castillo, C. Emley, M. Grant, D. Khalid, M. Kimmel, J. Mathis, K. Patterson, D. Peraza, K. Robinson, D. Roper, B. Sos, J. Tolentino
Absent: S. Bautista, C. Coyne, J. Lamb, J. Macdonald, C. Pierce, TBA (Student Representative)
Guest: M. Aguilar-Beltran, M. Beyersdorf, J. Galvan, C. Kushida, M. Liang, H. Nguyen, F. Ortiz, N. Rabii, K. Ross, L. Sergeyeva, C. Umali Kopp

I. PUBLIC COMMENTS

No public comments

II. APPROVAL OF MINUTES

The Minutes from March 1, 2021 were approved.

Mover: D. Khalid

Seconded by: K. Patterson

Ayes: R. Castillo, C. Emley, M. Grant, D. Khalid, M. Kimmel, J. Mathis, K. Patterson, D. Peraza, K. Robinson, D. Roper, B. Sos, J. Tolentino

Nays: None

Abstentions: None

III. CURRICULUM

See comments and approvals in subsequent pages.

IV. CURRICULUM and INSTRUCTION COUNCIL (CIC) HANDBOOK

a. Mission Statement

B. Sos stated that J. Tolentino has taken the lead on the mission statement. J. Tolentino mentioned that he, along with this committee members which include K. Patterson, C. Emley and M. Kimmel, have set up a Teams account where faculty may share suggestions or information gathered. Conversations with the committee continue. A report will be put together and shared soon.

b. Membership

J. Tolentino is also taking the lead on this membership. He requested any feedback be shared via Teams and/or email.

c. Roles and Responsibilities

B. Sos commented that R. Castillo is at the helm of this committee. R. Castillo mentioned that the group is in its developing stages and it includes M. Grant and K. Robinson. Information for this committee may be uploaded onto Teams.

J. Tolentino reported that the Math Department has posted feedback on Roles and Responsibilities onto Teams.

V. **SECOND READ: ADMINISTRATIVE REGULATION (AR) 4232: PASS/NO PASS POLICY**

P. Canzona provided a brief synopsis outlining the need for updates to AR 4232. She reminded faculty that the update is being done in conjunction with SCC.

Discussion followed pertaining to Pass/No Pass grades being given, in some instances, and the impact on Certificates of Achievement.

A motion was made to adopt the changes to AR 4232 as presented. The motion also stated that if SCC made minor adjustments, the CIC Chair was given authority/support, to make such changes.

Mover: K. Patterson

Seconded by: D. Khalid

Ayes: R. Castillo, C. Emley, M. Grant, D. Khalid, M. Kimmel, J. Mathis, K. Patterson, D. Peraza, K. Robinson, D. Roper, B. Sos, J. Tolentino

Nays: None

Abstentions: None

VI. **FIRST READ: CORRESPONDENCE EDUCATION for OLDER ADULTS (OAP)**

D. Khalid stated that continuing education would like to offer Older Adult courses via correspondence education. This type of delivery would ensure that older adults, who have been impacted by Covid-19, may continue to receive instruction.

M. Grant asked that instead of using Covid-19 as a reason for offering correspondence education; D. Khalid suggested that the verbiage be changed to “emergency situations”.

B. Sos asked that any feedback on the document be submitted to D. Khalid. He also recommended that noncredit may begin submitting OAP courses with the correspondence education document for CIC review and approval.

VII. **REPORTS and UPDATES**

a. **Accreditation Report**

No report provided.

b. **Articulation Report**

No report provided.

c. **curriQūnet META Update**

R. Vazquez reported that the office of Academic Affairs continues to work with Governet to address the many issues related to the catalog. A meeting is scheduled for Tuesday, March 16th where Governet stated that they feel confident that a clean download of courses and programs will be presented. If that is the case, a new proof will be emailed to all no later than next week.

B. Sos mentioned that that K. Patterson has been assisting with the requisites and how they will appear in the catalog and the Course Outline of Record (COR). He further stated that the goal is to have consistent language in the requisites. A presentation on how to standardize requisites will be forthcoming.

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*

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d. Guided Pathways (GP)

No report provided.

VIII. PRESENTATION: CULTURAL AWARENESS: WHY EQUITIZING CURRICULUM IS CRITICAL

C. Umali Kopp presented a Cultural Awareness presentation. She spoke about Learning Community Behaviors, introduced the basics of tolerance vs. acceptance, equality vs. equity, diversity vs. equity, inclusion vs. social justice and what it means to be politically correct. She also engaged faculty in exploring the deeper meaning of stereotypes, prejudice and discrimination, oppression and privilege and fabric of oppression. She asked council members to examine their behavior towards dual attitudes, microaggression and intent ≠ Impact. She articulated how the concepts relate to curriculum.

C. Umali Kopp asked that she be invited back at a future time to ensure more dialogue was performed between all council members.

Positive feedback was provided by council members.

C. Umali Kopp will be sending the PowerPoint presentation to all members via the Curriculum Office.

IX. OTHER

B. Sos announced that the March 29th CIC Meeting will be a joint meeting with SCC where the Long Beach Winter Curriculum Audit will be discussed; thus, no regular CIC agenda will be forthcoming. The Curriculum Office staff will forward the link once received by SCC.

B. Sos mentioned that regular CIC business will continue on April 19th.

Meeting adjourned at 4:04 p.m.

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**III.a. CONSENT AGENDA from TECHNICAL COMMITTEE
Item 1 was approved.**

Mover: D. Khalid

Seconded by: K. Patterson

Ayes: R. Castillo, C. Emley, M. Grant, D. Khalid, M. Kimmel, J. Mathis, K. Patterson, D. Peraza,
K. Robinson, D. Roper, B. Sos, J. Tolentino

Nays: None

Abstentions: None

Revised Courses without Catalog Changes

None

Program Deletion

None

Revised Courses with Minor Catalog Changes

None to review

Course Deactivations

1. Health and Safety 875, First Aid – Noncredit

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 2 – 4 and 6 – 13 were presented and discussed.
Item 5 was tabled.

New Courses

2. Fire Academy 098-61, BFA Physical Training Preparation
 - a. Prerequisite
 - b. Distance Education
3. Vocational Automotive 670, Truck Preventative Maintenance – Noncredit
 - a. FOMA

Revised Courses

4. *Child Development 111A, Principles and Practices of Teaching Young Children
 - a. Prerequisite
 - b. Distance Education
5. English As a Second Language 704, Academic Intermediate Low – Noncredit – **TABLED**
 - a. Distance Education
6. Fire Academy 018A, Firefighter I Physical Ability Practice (Exam)
7. Pharmacy Technology 048, Introduction to Pharmacy Technology
 - a. FOMA
8. Pharmacy Technology 051, Body Systems I
 - a. FOMA
9. Vocational – Business 590, Introduction to How to Start a Small Business – Noncredit
 - a. Distance Education

New Programs

10. Introduction to Diesel Certificate of Completion – Noncredit

Revised Programs

11. Introduction to Biotechnology Certificate of Completion – Noncredit
12. Introduction to Machining Certificate of Completion – Noncredit
13. Introduction to Pharmacy Technology Certificate of Completion – Noncredit

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III.c. CURRICULUM ITEMS
ACTION ITEMS (2nd READINGS)
Items 14 – 16 were approved.

Mover: K. Patterson
Seconded by: D. Khalid
Ayes: R. Castillo, C. Emley, M. Grant, D. Khalid, M. Kimmel, J. Mathis, K. Patterson, D. Peraza, K. Robinson, D. Roper, B. Sos, J. Tolentino
Nays: None
Abstentions: None

Items 14 – 16 with prerequisites were approved.

Mover: D. Khalid
Seconded by: M. Kimmel
Ayes: R. Castillo, C. Emley, M. Grant, D. Khalid, M. Kimmel, J. Mathis, K. Patterson, D. Peraza, K. Robinson, D. Roper, B. Sos, J. Tolentino
Nays: None
Abstentions: None

Items 14 – 16 with distance education were approved.

Mover: D. Khalid
Seconded by: M. Kimmel
Ayes: R. Castillo, C. Emley, M. Grant, D. Khalid, M. Kimmel, J. Mathis, K. Patterson, D. Peraza, K. Robinson, D. Roper, B. Sos, J. Tolentino
Nays: None
Abstentions: None

New Courses

None to review

Revised Courses

14. English Multilingual for Students 110, Introduction to the Essay
 - a. Prerequisite
 - b. Distance Education
15. English Multilingual for Students 112, Advanced Composition
 - a. Prerequisite
 - b. Distance Education
16. *Mathematics 170, Pre-Calculus Mathematics
 - a. Prerequisite
 - b. Distance Education

New Programs

None to review

Revised Programs

None to review

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