



SANTA ANA COLLEGE

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 – Kristen Robinson/Daniel Peraza
 Vice President of Academic Affairs – Jeffrey Lamb
 Dean – Matthew Morin
 At Large Representative – Vacant
 Business – Dori Dumon
 Continuing Education – Donna Khalid
 Counseling – Lisa Macafee
 Fine & Performing Arts – Vacant
 Humanities – Zachary Fish
 Human Services – Wendy Wang
 Kinesiology – Brian Sos
 Library – Jaki King
 Mathematics – George Sweeney
 Health Sciences – Laura Derr
 Sciences – Minhan Dinh-Mahavongtrakul
 Social Sciences – Vacant
 Student Representative – Yonathan Medina
 Student Services – Louise Janus
 Technology – Jaime Gonzalez

Non-Voting Members:

Articulation Officer – Paula Canzona
 Distance Education – Jaki King
 Matriculation Representative – Maria Aguilar Beltran
 Curriculum Specialist – Anh-Phuong Tran
 Curriculum Specialist – Reyes Vazquez
 Curriculum Specialist – Michael Zuniga
 Support Services Assistant – Vanessa Gaston

CURRICULUM and INSTRUCTION COUNCIL MINUTES

Monday, August 25, 2025 | 2:00 PM | JSC – 219 -1, 2, 3 & 4

Zoom Meeting: <https://rscdd-edu.zoom.us/j/7145646993>

Present: P. Canzona, L. Derr, M. Dinh, D. Dumon, Z. Fish, J. Gonzalez, L. Janus, D. Khalid, J. King, J. Lamb, L. Macafee, Y. Medina (student representative), M. Morin, D. Peraza, K. Robinson, B. Sos, G. Sweeney, W. Wang

Absent: M. Aguilar-Beltran

Guest: In-Person: J. Harmon, M. Macintyre, S. Mathot, D. Roper, T. Vu
 Via Zoom: K. Blackburn, V. Castaneda, C. Cecil, L. Chavez, C. Coyne, D. Durango, H. Gillette, M. Valerius

The meeting was called to order by D. Peraza, CIC Vice Chair, at 2:03 p.m.

I. Approval of Additions or Corrections to Agenda

No corrections or additions.

II. Public Comments

D. Peraza reminded members that each is permitted two online attendances per calendar year. Those wishing to attend virtually must notify the co-chairs and/or curriculum office beforehand. Members who attend virtually, require the approval from the council at the start of the meeting to vote on agenda items online. He also announced council seat vacancies for the Fine and Performing Arts and Social Sciences divisions; he and K. Robinson will contact these divisions for recruitment; K. Robinson noted that co-representatives will share the two allotted attendances and reminded members to submit Zoom attendance requests in advance.

III. Approval of Minutes

The Minutes from August 25, 2025, were approved.

Mover: D. Dumon
Seconded by: W. Wang
Ayes: L. Derr, M. Dinh, D. Dumon, Z. Fish, J. Gonzalez, L. Janus, D. Khalid, J. King, J. Lamb, L. Macafee, Y. Medina (student representative), M. Morin, D. Peraza, K. Robinson, B. Sos, G. Sweeney, W. Wang
Nays: None
Abstentions: None

IV. Curriculum

See comments and approvals in subsequent pages.

V. Chair's Report

a. Snooze/Stretch Quad Review

K. Robinson reminded the council about the one-year "snooze" or "stretch" option for the quadrennial review and recommended using this option for updates made to Title V. The co-chairs will follow up with the divisions regarding these updates.

b. Inclusion, Diversity, Equality, and Anti-Racism (IDEA)

K. Robinson stated that, under Title V, each curriculum must establish a formal procedure for reviewing Course Outlines of Record (COR) for compliance with IDEA. These reviews must be accurate to align with the new standards. She will attend CIC training to gain a better understanding of accessibility requirements for regular modality courses.

J. Lamb suggested inviting guest speakers to provide guidance on documenting evaluation within a culturally responsive curriculum framework. This approach would enable the CIC to engage in more in-depth discussion when developing new standard documentation.

c. Faculty Minimum Qualifications

K. Robinson reported that Title V now mandates the inclusion of minimum qualifications for faculty on CORs. She stated that CIC members will be provided with the *19th Edition of the Minimum Qualifications for Faculty and Administrators in California Community Colleges* as a reference for listing qualifications by discipline. She clarified that multiple qualifications may be listed using the term "or" where applicable. She further informed the council that petitions to revise minimum qualifications be submitted to the Chancellor's Office for approval by the Academic Senate. Additionally, she announced the CIC leadership is working out the final procedure to present to CIC to effectively add this information.

M. Morin explained that the intent of the CIC leads is to leverage the current primary sources for minimum qualifications that currently exist in HR and through the official equivalency process rather than create a new workflow to establish the MQs that will be placed on CORs.

d. Hanging Hours

M. Morin introduced the Standard Attendance Accounting Method, which will change how Full-Time Student (FTS) reporting is handled for state funding purposes. Under this method, the district will be funded by the unit value instead of contact hours with the exception of positive attendance sections. This may impact how the college is funded for courses that have "hanging hours" (hours that generate fractional units below .5)

J. Lamb noted that the method will help optimize student scheduling, ensuring that students gain the maximum benefit from each course to support their success.

K. Robinson stated the state has changed the student accounting method options, and we will transition in Fall of 2026. This impacts a number of blended lecture/lab courses. Faculty will be notified if the accounting for their class will change. CIC will discuss various options going forward.

e. Bachelor's Announcement

D. Peraza stated that the new Bachelor's programs have generated interest from faculty from other departments. For those considering participation, a professional development (PD) workshop is being planned. This initial workshop will primarily provide an overview on getting started with the process. Once the application has been approved by the state, a second workshop will focus on curriculum development. He suggested that non-career education disciplines (i.e., Communication Studies, Mathematics, English) get involved by developing upper division general education curriculum for Bachelor

degree programs. Additionally, he recommended that faculty interested in creating a Bachelor's degree program should get feedback from members in their advisory committees about what upper division general education courses will best support the upper-division curriculum and its related disciplines.

J. Lamb proposed creating an outline for the application process, which would include input from administration, faculty, and curriculum teams to ensure alignment with courses and programs. He also requested feedback on this process to aid in planning for the new Bachelor programs.

K. Robinson suggested that General Education participate in the Bachelor program. She informed the council that multiple applications can now be submitted for state approval.

f. Meta/Acadea updates

R. Vazquez explained that course sequence and enrollment data must be entered for each course under the "Course Requirements" tab. This information allows the system to generate the program narrative directly from CurriQunet. If all required fields are completed, the Word document for the narrative can be replaced with the program narrative report generated by the curriculum platform. K. Robinson and R. Vazquez reminded the council to reach out to the curriculum office for any assistance related to Meta/Acadea.

VI. First Read

None

VII. Action Items

None

VIII. Other

D. Dumon requested information about Meta. K. Robinson and R. Vazquez reminded faculty that the link to enrollment and completer projections, available through the Research Dashboard, can be found on the sac.edu/curriculum page. AP Tran then presented the steps to access the page. D. Dumon asked for the deadline to add items to the next agenda for a first reading. D. Peraza clarified that all submissions must be received by October 13th.

Meeting adjourned at 3:38 p.m.

IV.a. CONSENT AGENDA from TECHNICAL COMMITTEE

Items 1-4 were approved.

Mover: Z. Fish

Seconded by: D. Dumon

Ayes: L. Derr, M. Dinh, D. Dumon, Z. Fish, J. Gonzalez, L. Janus, D. Khalid, J. King, J. Lamb, L. Macafee, Y. Medina (student representative), M. Morin, D. Peraza, K. Robinson, B. Sos, G. Sweeney, 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. Critical and Academic Reading 101, Introduction to Academic Reading
2. Critical and Academic Reading 102, Academic Reading
3. Critical and Academic 150, Critical Reading
4. English 222, Essential Information for English Major Success

Course Enrollment Maximums

None to review

Removal of Deactivated Courses from General Education Plans

None to review

Course Distance Education Revisions Only

None to review

Course Student Learning Outcomes (SLOs) Revisions Only

None to review

Course Materials Revisions Only

None to review

Revised programs with Minor Catalog Changes

None to review

Program Deletion

None to review

Program SLO Revisions

None to review

IV.b. CURRICULUM ITEMS

DISCUSSION ITEMS (1st READINGS)

Items 5-39 were discussed.

New Courses

5. Vocational – Automotive 678, Electrical Fundamentals
 - a. Recommended Preparation
 - b. Distance Education
6. Vocational – Automotive 680, Introduction to Hybrid/Electric Vehicles
 - a. Recommended Preparation
 - b. Distance Education
7. Vocational – Fine Performing Arts 107A, Dance Concert Performance I
 - a. Prerequisite
 - b. Distance Education
8. Vocational – Fine Performing Arts 122A, Commercial Dance I
 - a. FOMA
9. Vocational – Fine Performing Arts 122B, Commercial Dance II
 - a. Recommended Preparation
 - b. FOMA
10. Vocational – Fine Performing Arts 133A, Musical Theatre Dance Techniques I
 - a. Recommended Preparation
 - b. FOMA
11. Vocational – Fine Performing Arts 201A, Ballet I
 - a. Distance Education
12. Vocational – Fine Performing Arts 201B, Ballet II
 - a. Recommended Preparation
 - b. Distance Education
13. Vocational – Fine Performing Arts 204A, Dance Production I
 - a. Prerequisite
 - b. Distance Education
14. Vocational – Fine Performing Arts 206A, Modern Dance I
 - a. FOMA
15. Vocational – Fine Performing Arts 206B, Modern Dance II
 - a. Recommended Preparation
 - b. FOMA
16. Vocational – Fine Performing Arts 219A, Jazz Dance I
 - a. FOMA
17. Vocational – Fine Performing Arts 219B, Jazz Dance II
 - a. Recommended Preparation
 - b. FOMA
18. Vocational – Fine Performing Arts 240A, Repertory I
 - a. Prerequisite
 - b. FOMA
19. Vocational – Fine Performing Arts 240B, Repertory II
 - a. Prerequisite
 - b. FOMA
20. Vocational – Fine Performing Arts 250A, Hip-Hop Dance I
 - a. Distance Education
21. Vocational – Fine Performing Arts 250B, Hip-Hop Dance II

- a. Recommended Preparation
- b. Distance Education
- 22. Vocational—Health 414, Introduction to Mental Health Disorders
 - a. Distance Education
- 23. Vocational—Health 415, Introduction to Mental Health Services/Careers
 - a. Corequisite
 - b. Distance Education

Revised Courses

- 24. Criminal Justice Academies 099C, Level 2 Modular Police Academy
 - a. Prerequisite
- 25. Culinary Arts 100, Introduction to Culinary Art and Hospitality
 - a. Distance Education
- 26. Culinary Arts 120, Culinary Fundamentals I
 - a. Corequisite
 - b. Recommended Preparation
 - c. Distance Education
- 27. Culinary Arts 160, Principles of Beverage Service
 - a. Corequisite
 - b. Recommended Preparation
 - c. Distance Education
- 28. Culinary Arts 220, Culinary Fundamentals II
 - a. Prerequisite
 - b. Recommended Preparation
 - c. Distance Education
- 29. Culinary Arts 230, Regional American Cuisine
 - a. Prerequisite
 - b. Recommended Preparation
 - c. Distance Education
- 30. Culinary Arts 240, Vegetarian & Vegan Cuisine
 - a. Corequisite
 - b. Recommended Preparation
 - c. Distance Education
- 31. Culinary Arts 250, Modern and Sustainable Cuisine
 - a. Prerequisite
 - b. Recommended Preparation
 - c. Distance Education
- 32. Psychology 260, Psychopharmacology
 - a. Distance Education
 - b. General Education: Plan 2: Area 4
- 33. Psychology 270, Introduction to Cognitive Science
 - a. Distance Education
 - b. General Education: Plan 2: Area 4
- 34. Vocational – Manufacturing 680, Basic Machining Concepts and Operations – Noncredit

New Programs

- 35. Introduction to Electric and Hybrid Vehicles – Certificate of Completion – Noncredit
- 36. Mental Health and Wellness Career Pathways – Certificate of Completion – Noncredit

Revised Programs

- 37. Career & Professional Success – Certificate of Competency – Noncredit
- 38. Leadership Capstone – Certificate of Competency – Noncredit
- 39. Spanish Literacy Core Capstone – Certificate of Competency - Noncredit

IV.c. CURRICULUM ITEMS

ACTION ITEMS (2nd READINGS)

A motion was made to approve items 40-48.

Mover: D. Khalid
Seconded by: W. Wang
Ayes: L. Derr, M. Dinh, D. Dumon, Z. Fish, J. Gonzalez, L. Janus, D. Khalid, J. King, J. Lamb, Y. Medina (student representative), M. Morin, D. Peraza, K. Robinson, B. Sos, G. Sweeney, W. Wang
Nays: None
Abstentions: None

Items 41-43, 45-47 with prerequisites and recommended preparation were approved.

Mover: D. Khalid
Seconded by: W. Wang
Ayes: L. Derr, M. Dinh, D. Dumon, Z. Fish, J. Gonzalez, L. Janus, D. Khalid, J. King, J. Lamb, Y. Medina (student representative), M. Morin, D. Peraza, K. Robinson, B. Sos, G. Sweeney, W. Wang
Nays: None
Abstentions: None

A motion was made to approve items 49-52.

Mover: D. Khalid
Seconded by: L. Janus
Ayes: L. Derr, M. Dinh, D. Dumon, Z. Fish, J. Gonzalez, L. Janus, D. Khalid, J. King, J. Lamb, L. Macafee, J. Lamb, L. Macafee, Y. Medina (student representative), M. Morin, D. Peraza, K. Robinson, B. Sos, G. Sweeney, W. Wang
Nays: None
Abstentions: None

New Courses

None to review

Revised Courses

- 40. Criminal Justice Academies 035, Continued Professional Development Training for Civilians
 - a. Distance Education
- 41. Criminal Justice Academies 042B, Crisis Intervention Training II
 - a. Prerequisite
 - b. Distance Education
- 42. Criminal Justice Academies 042C, Crisis Intervention Training III
 - a. Prerequisite
 - b. Distance Education
- 43. Criminal Justice Academies 042D, Crisis Intervention Training for Dispatchers
 - a. Prerequisite
 - b. Distance Education

- 44. Criminal Justice Academies 050, Introduction to Drone Laws
 - a. Distance Education
- 45. Criminal Justice Academies 059, Law Enforcement Supervisory Course
 - a. Prerequisite
- 46. Fire Officer Training 079, S-404 Safety Officer
 - a. Recommended Preparation
 - b. FOMA
- 47. Fire Officer Training 079B, S-231 Engine Boss
 - a. Prerequisite
 - b. Recommended Preparation
 - c. FOMA
- 48. Fire Officer Training 080, Motion Picture / Television Safety Officer
 - a. FOMA

New Programs

None to review

Revised Programs

- 49. Adult Basic Education Certificate of Competency
- 50. Adult Basic Education/Adult Secondary Education Math Proficiency Certificate of Competency—Noncredit
- 51. Adult Basic Education/ Adult Secondary Education Reading Proficiency Certificate of Competency—Noncredit
- 52. Adult Basic Education/Adult Secondary Education Writing Proficiency Certificate of Competency—Noncredit