DATE: September 15, 2009
TO: Curriculum and Instruction Council
FROM: Craig Rutan, Chair
RE: Agenda for Curriculum and Instruction Council
Monday, September 28, 2009 2:00 pm, B-103

I. Minutes of September 14, 2009 Meeting
II. Articulation Officer
III. Student Learning Outcomes and Assessment
IV. CurriuUNET Update
V. Accreditation Update
VI. Technical Committee
VII. Curriculum Items
VIII. Announcements

SANTIAGO CANYON COLLEGE MISSION STATEMENT

Santiago Canyon College (SCC) is a diverse learning community dedicated to intellectual and personal growth. Our purpose is to foster a learning environment that helps students develop knowledge and understanding, critical thinking, sound decision making, cultural awareness, effective communication skills, and a commitment to local and global citizenship.

Santiago Canyon College offers a comprehensive curriculum that includes university transfer, associate degree, and certificate programs. In addition, we provide community services, career education, continuing education, basic skills development, and a range of support services for full and part-time students, including those with family and career responsibilities. At SCC we encourage students to plan, implement, and evaluate their educational progress through meaningful reflection, and interaction with both the college and community.
Date: September 15, 2009

To: Curriculum and Instruction Council

From: Craig Rutan, Chair

Re: MINUTES/September 14, 2009


Guests: P. Dillon, P. Duenez, T. Evans, L. Fasbinder, J. Kennedy, A. Mora, M. Stringer, L. Unger, J. Weispfenning

Absent: T. Kubicka-Miller, R. Lamourelle

The meeting was called to order at 2:00 pm.

I. APPROVAL OF MINUTES

The June 1, 2009 minutes were approved.

II. ARTICULATION OFFICER

Song Le-Graham is the interim Articulation Officer for SCC.

Philosophy 110, Computer Science 120, and Math 287 have been approved for UC transfer.

The Lower Division Transfer Pattern (LDTP) has been suspended due to budget cuts.

III. STUDENT LEARNING OUTCOMES AND ASSESSMENT

The Student Learning Outcomes Assessment Review Committee (SLOARC) Committee reviewed the Assessment component of the Title 5 grant proposal and will be giving feedback to Mary McMullin. Also, the committee will forward the SCC Assessment plan and timelines for 2012 to the Academic Senate for approval.

Aracely reported to the Accrediting Commission that 43% of the SCC course outlines contain Student Learning Outcomes and 1% of the courses have completed some assessment.

IV. CURRICUNET UPDATE

Beta Testing will begin soon and the course outlines are in process of being populated into CurricUNET. Mandatory Training will be required for the Curriculum and
Instruction Council membership. Primary training will be conducted by Steve Thyberg of GoverNet.

Santa Ana College will be using CurricUNET as well.

The Chancellor’s Office has contracted with CurricUNET to implement an online program submission process. Also, the Chancellor’s Office has completed the Credit Program and Course Approval Handbook. The Non Credit Program and Course Approval handbook is incomplete.

New Courses should not be created due to articulation and budget cuts.

V. ACCREDITATION UPDATE

The Accreditation Report has been submitted to the Board of Trustees. It will be on the Board agenda with the first reading on September 28th and a second reading on October 12th. It is scheduled to arrive at the Accrediting Commission on October 15th, 2009.

Please go to the H Drive, Department Directories, Accreditation Response folder to review the Accreditation report.

VI. MEMBERSHIP RESPONSIBILITIES

Representatives need to bring the curriculum cluster together for a meeting to review curriculum for approval. In some cases, curriculum clusters are comprised of several departments. The representative should then forward the approved and completed curriculum items to the Curriculum Office.

VII. STAND ALONE CERTIFICATION

Stand Alone Certification Training was conducted by Craig Rutan.

The meeting was adjourned at 3:15 pm.
DELETIONS

1) Human Development 102, Exploring Parenting Processes
2) Human Development 120, Development of the School Age Child (DS5)
3) Human Development 121, School Age Child Care Activities (DS5)
4) Human Development 210, Creative Music Experiences for Young Children
5) Human Development 214, Creative Art Experiences for Young Children
6) Human Development 225, Introduction to Anti-Bias and Peace Curricula
7) Human Development 226, Developing Teaching Tools for the Preschool Class
8) Human Development 232, Math and Science Methods for Early Learning Environments
9) Human Development 260, Mentoring Adolescents I
10) Human Development 299, Cooperative Work Experience Education
CURRICULUM AND INSTRUCTION COUNCIL

All signatures have been checked

NEW/REVISED COURSES

First reading
  1) Psychology 100, Introduction to Psychology
  2) Distance Education Addendum
DISCIPLINE, NUMBER, TITLE  Psychology 100, Introduction to Psychology

(Catalog entry 60 word limit; underline changes if a revision)

Psychology 100
Introduction to Psychology
Units: 3.
Class hours: 48 lecture, 16 laboratory total.
Prerequisite: None.

Addresses principles of research, perception, development, learning, motivation, emotion, and abnormal behavior. Emphasizes application of psychological principles to personal adjustment. An introduction to the major theories, methods, concepts, ethical issues, and findings in the major fields in psychology including (but not limited to): research methods, biological bases of behavior, perception, learning, memory, cognition, emotion, motivation, development, personality, social, and abnormal psychology. Automatic concurrent enrollment in Psychology N19, 16 hours arranged (1 hour per week in a 16 week semester).

CURRICULUM OFFICE ONLY

Top Code ____________ Prior to College Level ________ Special Class ________ Control Number ________
Basic Skills _______ Cooperative Ed. ________ Non-Credit Category ________

INFORMATION IN THIS SECTION MUST BE COMPLETED BEFORE SUBMISSION TO A CURRICULUM COMMITTEE

In which degree/cert. is this course included? List title and No. Psychology, 0610 elective __ required X
Is this course in Plan A? ______ Yes ________ Sam Priority Code ___________ E
Method of Instruction** 10 Instructor LHE: Lecture 3.0 Laboratory 0
Co/Prerequisite * N/A _____ Approval Code _____ Co/Prerequisite Course Requirement _______
Number of times repeatable for credit 0 (Maximum 3 without prior approval of VPAA) LMT _______
Classification Code A Transfer Code 3 Budget Number 0530
Is this course equated (same as) with another course? YES ______ NO X ______ Subject ID _______
Have all other departments that list this course for a degree/certificate requirement, elective or recommendation, been advised of the changes? YES ________ N/A ______

List Departments notified

If necessary, complete and attach a **Co/Prerequisite Approval Form and/or a *TMI Form.

Proposed by Cari Cannon Date 3/09/09
Division Dean Aracely Mora Date 9/2/09
Curriculum Committee Approval Date 9/2/09
Curriculum Council Approval Date Subject ID Number 4800/100/00
District Curriculum Council Date __________

Is this course shared with SAC? Yes X No

SCC DEPARTMENT CHAIR Cari Cannon DATE 3/09/09
SAC DEPARTMENT CHAIR DATE

(Signatures indicate review and approval of any advisory co/prerequisites as per Board Policy): Revised September 2008
Course Prefix and Number:  __Psych 100__________

Course Title:  __Introduction to Psychology__________

Date:  __03/09/09__________

A.  Method of Delivery (if both, check 100 % online):

_____ Hybrid   _____X_____ 100 % Online

B.  Title 5 (55204) states that “Any portion of a course conducted through distance education includes regular effective contact between instructor and students, through group or individual meetings, orientation and review sessions, supplemental seminar or study sessions, field trips, library workshops, telephone contact, correspondence, voice mail, e-mail, or other activities.” Describe/give examples of the methods of instruction which will be used in the hybrid/online course. Please include how the methods of instruction used in the traditional classroom will be modified and/or replaced in the hybrid/online classroom. How will these methods ensure that you will maintain regular effective contact with the students? Make sure that you add a statement to the “Methods Employed to Help Students Learn” section of the course outline to indicate that the internet may be used.

Several methods of instruction may be employed including, but not limited to:

- Web quests that ask students to visit high quality websites and synthesize, evaluate, and apply information found there to course problems.

- Digitized lectures (e.g., designed with a program such as Camtasia, Tegrity, or Lecshare)

- Synchronous chat room discussions/instruction

- Asynchronous discussion boards and email.

- Group projects

- Quizzes and exams

- Homework assignments
Regular effective contact between instructor and individual students will be maintained with any or all of the following:

- At minimum in all courses, weekly feedback or scores given on assignments
- Virtual office hours
- Email
- Announcements of important course reminders, college information (e.g., transfer workshops, financial aid) on the announcements page on Blackboard.
- Regular office hours or phone

C. Describe how you will promote and monitor effective student-to-student contact.

Students will participate in peer-based discussion boards, chat-room study groups, and small group activities or projects (via group pages in Blackboard).

D. Describe and give examples of how student learning will be evaluated.

A combination of evaluation methods will be used including but not limited to:

- Participation in small group and/or peer-based activities. Participation will be assessed with rubrics.
- Quiz and exam scores.
- Written assignments and projects will be assessed with rubrics.

E. List any special texts, equipment, or supplies needed for this course or sections of this course being offered through distance education.

Students will need an up-to-date computer with a good graphics card and speakers. Individual instructors may recommend or require a microphone.
F. Describe the college resources that will be required by you and your students (facilities, technology, student support services) for this course.

Ideally students should have access to help-desk style services (e.g., blackboard@scccollege.edu), and a computing center with high speed internet.

G. Section 55200 of title 5 states “In addition, instruction provided as distance education is subject to the requirements that may be imposed by the Americans with Disabilities Act (42 U.S.C. §12100 et seq.) and section 508 of the Rehabilitation Act of 1973, as amended, (29 U.S.C. §794d).” What technologies will you be using for instruction (video, flash, images, etc)? How will you ensure that instruction using these technologies is accessible to students with disabilities?

Instructors will implement the current recommendations on the http://www.section508.gov/index.cfm website, alternative tags will be used for visual material, and audio recordings will be available with close captioning or written transcripts. Instructors will work with college DSPS personnel as needed for individual students.