

2020-2021 Catalog Task Force Meeting

November 13, 2019

12:00-1:30pm

E-107

Minutes

Present: L. Aguilera, S. Avedesian, R. Babeshoff, J. Coto, D. Diaz, M. Flores, T. Garbis, A. Garcia, M. Law, T. Nguyen, J. Peeken, D. Styffe, P. Tran, D. Vakil

Absent: J. Armstrong, E. Arteaga, A. Carpenter, A. Dulalas, D. Hopkins, L. Tran, J. Wagner

I. Introductions

No new introductions.

II. Timelines

A draft copy of the 2020-2021 Catalog Timeline was distributed for review.

M. Flores suggested additional information be added to 4/20, 4/27, and 5/18 in regards to catalog orders and cost. A. Garcia will send a final version of the Catalog Timeline via e-mail. Dates on the Catalog Timeline are subject to change.

J. Peeken shared the Schedule Timeline in order to streamline the Catalog and Schedule submissions. T. Nguyen and J. Coto suggested a date change from 4/20 to 4/13 (Early Welcome: Fall 2020 schedule available on WebAdvisor) due to Early Welcome starting a week early next spring 2020.

D. Styffe will reformat some areas in the catalog that they can also be applied to the schedule (such as nondiscrimination policies and educational plans) so that members don't have review items twice and to eliminate errors.

III. Assignments

The Catalog Assignments handout was distributed and thoroughly reviewed by all members. Some sections were reassigned to other members. A. Garcia will send a final version of the Catalog Assignments via e-mail.

The deadline to submit catalog assignments is Monday, March 2, 2020.

IV. Submissions to Curriculum Office

Submit catalog edits to the Curriculum Office in A-201 or curriculum@sccollege.edu

Santiago Canyon College - Mission Statement

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing accessible, transferable, and engaging education to a diverse community. (Approved by RSCCD Board of Trustees, 9-23-13)

V. Other

a. Cover Ideas

M. Law will discuss with Robbie Miller to use student artwork for the back of the catalog. The task force didn't have any special requests for the front cover.

b. Printed Catalogs

M. Flores stated that printed catalog order requests start on April 27, 2020 and are due by May 18, 2020 to the Curriculum Office. Must provide funding source and rationale.

c. Catalog Addendum 2019-2020

A. Garcia will release the 2019-2020 Catalog Addendum next week (November 20th). It will be available on SCC website.

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