

Glendale Community College
Curriculum & Instruction Committee
Minutes

Wednesday, September 27, 2023; 2:00 p.m. via Zoom

Present (Voting Members): Francien Rohrbacher (Co-Chair), Bridget Bershada, Erin Calderone, Reut Cohen Schorr, Aisha Conner-Gaten, Catherine Dudley, Chris Herwerth, Corey Jamieson, Kohar Kesian, Paul Mayer, Suzanne Palermo, Vladimir Paransky, Joanna Parypinski, Kim Perner, Karoline Rostamiani, Tobin Sparfeld, Michelle Stonis, Paul Vera, Rita Zabayon

Present (Resource, Non-Voting): Agnes Eguaras, Alexandra Evans, Jolie Morris, Piper Rooney, Freddy Saucedo, Nancy Traynor, Yvette Ybarra, Terrence Yu

Absent (Voting Members): Michael Ritterbrown

Guests: Richard Cortes, Mike Davis, Rachel Ridgway, Naomi Sato, Charlotte Schulten, Shant Shahoian, Jeremy Talaoc, Geri Ulrey, Tom Voden

Call to Order

C&I Committee Co-Chair Francien Rohrbacher called the meeting to order at 2:02 p.m.

Approval of Minutes

MSC (Sparfeld/Paransky) to approve the minutes of September 13, 2023 Curriculum & Instruction Committee.

I. Announcements

The Committee on Distance Education (CoDE) approved the addenda of the following courses at its September 26, 2023 meeting:
(New ACCJC Standard 2.6)

ACCTG 102
ACCTG 120

ACCTG 121
ACCTG 150

ACCTG 201
ACCTG 202

ACCTG 230	BUSAD 169	RE 120
BUSAD 050	BUSAD 170	RE 130
BUSAD 106	BUSAD 204	RE 140
BUSAD 110	CABOT 101	RE 150
BUSAD 111	CABOT 105	RE 161
BUSAD 112	CABOT 260	RE 162
BUSAD 113	CS/IS 112	RE 163
BUSAD 114	CS/IS 125	RE 164
BUSAD 115	CS/IS 135	RE 165
BUSAD 116	CS/IS 139	RE 180
BUSAD 131	CS/IS 165	RE 190
BUSAD 134	CS/IS 212	RE 195
BUSAD 141	CS/IS 260	RE 250
BUSAD 152	CS/IS 261	
BUSAD 158	RE 101	
BUSAD 150/ENTRE 103	RE 105	

II. Ongoing Business

Preliminary review deadlines for new and cyclical CORs and programs: October 6 (final deadline for Fall semester), January 16, February 13, March 7, and April 3 (final deadline for Spring semester).

The role of C&I in promoting DEIA at GCC. Michelle and Francien will lead a discussion on Trauma Informed Curriculum on October 30, from 12:30 to 1:30, location to be announced. Francien is planning a workshop on DEIA and Curriculum – Where/How Do I Start? More details to follow. If you are interested in hosting or co-hosting a workshop, please let Francien know.

eLumen Updates. Nancy and Francien have noticed glitches in eLumen. They would like to test eLumen by submitting dummy CORs. Please email Francien if you would like to volunteer and submit a fake COR, and let it go through the system.

Courses (Traynor): If the course may have materials fee, please type “yes” in the appropriate box (under “Materials Fee”); no need to specify the exact amount. Nancy is creating a new workflow, coming in the Winter. In the meantime, if there is a chance that the course may be taught online, please put “online, yes” in Notes for Submission.

Programs (Traynor): eLumen is now ready for programs. Nancy discussed the three documents, which were included with the Agenda: the Program Cyclical Review spreadsheet, the list of Program Completions, and a Program Timeline Flowchart. These will be useful as you start submitting new program proposals and revisions. There are also training videos and resources on the C&I webpage. Francien and Nancy will conduct eLumen training on programs during Francien’s office hours next week, which will be all on Zoom.

III. New Business

Sunsetting Programs (AR 4021) (Traynor). Per Admin Regulation 4021, Program Discontinuance: If your program is not updated within the two years of your next review cycle, which Nancy mentioned earlier (Program Timeline Flowchart), Francien, the Curriculum Chair, will be sending a list to the Vice President of Instruction. This list will then be forwarded to the Academic Senate to start a sunset process for your program. If you want to deactivate/sunset your program, the process begins with submitting your request to the Academic Senate.

Statement on composition of C&I Committee. C&I is a subcommittee of the Academic Senate. There have been discussions on who should and should not be voting members of Senate committees and subcommittees. Please email Francien with your thoughts on whether students should be voting members of C&I; and if the Vice President of Instruction should be a voting member of C&I. She will take your responses to the Senate at its next meeting.

IV. Curriculum Action Items (New ACCJC Standards 2.1, 2.2, 2.9)

Items with (*) need to be reviewed. Items with (%) have new or revised advisories.	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
	2nd Reads								
1	CS/IS 212	COURSE	Revise	2nd Read	BUSINESS ADMINISTRATION	COMPUTER SCIENCE/INFORMATION SYSTEMS	Substantial Change	Carried	Paransky/Calderone
	Paransky: Updated units. Instructor populated actual lab criteria.								
	1st Reads								
2*	ATHPE 101	COURSE	Revise	1st Read	KINESIOLOGY	ATHLETICS AND PHYSICAL EDUCATION	Cyclical	Carried	Calderone/Paransky
3*	ATHPE 122	COURSE	Revise	1st Read	KINESIOLOGY	ATHLETICS AND PHYSICAL EDUCATION	Cyclical		
4*	ATHPE 123	COURSE	Revise	1st Read	KINESIOLOGY	ATHLETICS AND PHYSICAL EDUCATION	Cyclical		
5*	ATHPE 133	COURSE	Revise	1st Read	KINESIOLOGY	ATHLETICS AND PHYSICAL EDUCATION	Cyclical		
6*	ATHPE 134	COURSE	Revise	1st Read	KINESIOLOGY	ATHLETICS AND PHYSICAL EDUCATION	Cyclical		
7*	ATHPE 135	COURSE	Revise	1st Read	KINESIOLOGY	ATHLETICS AND PHYSICAL EDUCATION	Cyclical		
8*	ATHPE 136	COURSE	Revise	1st Read	KINESIOLOGY	ATHLETICS AND PHYSICAL EDUCATION	Cyclical		
9*	ATHPE 145	COURSE	Revise	1st Read	KINESIOLOGY	ATHLETICS AND PHYSICAL EDUCATION	Cyclical		
	Calderone: Cyclical reviews; updated hours, course contents to align with DEIA, SLOs, course objectives, etc.								
	Items 2 through 9 were taken together.								
10*	ENGR 240	COURSE	Revise	1st Read	TECHNOLOGY AND AVIATION	ENGINEERING	Cyclical	Carried	Herwerth/Paransky
	Herwerth: Cyclical, revised language to be less technical and more accessible to students.								

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11*	ESL 15	COURSE	Create	1st Read	ESL, NONCREDIT	ESL, NONCREDIT	New	Carried	Mayer/Calderone
12*	ESL 25	COURSE	Create	1st Read	ESL, NONCREDIT	ESL, NONCREDIT	New		
13*	ESL 55	COURSE	Create	1st Read	ESL, NONCREDIT	ESL, NONCREDIT	New		
14*	ESL 87	COURSE	Create	1st Read	ESL, NONCREDIT	ESL, NONCREDIT	New		
15*	ESL 88	COURSE	Create	1st Read	ESL, NONCREDIT	ESL, NONCREDIT	New		
16*	ESL 95	COURSE	Create	1st Read	ESL, NONCREDIT	ESL, NONCREDIT	New		
Sato: ESL 15, 25, and 55 are Levels 1, 2, and 5 for Work. Levels 3 and 4 (ESL 35, 45) previously approved.									
ESL 87, 88, and 95 are advanced courses in slang, idiom, conversation; students and instructors expressed									
interest in higher-level courses.									
Mayer will add "U.S." before "American" in last sentence of course description ESL 87.									
Items 11 through 16 were taken together.									
17*%	FTVM 101	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New	Carried	Sparfeld/Dudley
18*%	FTVM 102	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
19*%	FTVM 103	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
20*%	FTVM 104	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
21*%	FTVM 106	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
22*%	FTVM 107	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		

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23*%	FTVM 108	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
24*	FTVM 130	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
	MSC to approve change in advisories for Items 17 through 23.							Carried	Conner-Gaten/
	Ulrey: Proposing new film studies AA degree with these courses.								Calderone
	Zobayan: Suggesting more disability representation/inclusion in FTVM 107. Ulrey will add in course content.								
	Parypinski: FTVM 101, 103, 107 still have ENGL 101, ESL 151 as pre-reqs instead of advisories (rec prep).								
	Sparfeld will correct advisories and typo in FTVM 102 course description.								
	Herwerth: C-ID descriptors? Bershad: Only one broad descriptor for media aesthetics and cinematic arts;								
	we can always submit for narrower path. Approval may take long.								
	Items 17 through 24 were taken together.								
25*%	FTVM 215	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New	Carried	Sparfeld/Parypinski
26*%	FTVM 218	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
27*%	FTVM 249	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
28*%	FTVM 255	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
29*%	FTVM 256	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
	MSC to approve change in advisories for Items 25 through 29.							Carried	Conner-Gaten/
	Ulrey: Practicum courses with restructured curriculum for technical certificates-editing, lighting, field sound, etc.								Parypinski
	Sparfeld will correct typos, verbage in SLOs in FTVM 256; consistency in capitalization of each profession.								

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	Items 25 through 29 were taken together.								
30*%	FTVM 45	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New	Carried	Sparfeld/Conner-
31*	FTVM 46	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		Gaten
32*	FTVM 47	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
33*	FTVM 48	COURSE	Create	1st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION, AND MEDIA STUDIES	New		
	MSC to approved change in advisories for Item 30.							Carried	Cohen Schorr/
	Ulrey explained distinction among the 4 courses. Will change language in SLOs, course objectives in FTVM 45.								Calderone
	FTVM 47 missing Note how many times course can be taken.								
	Discussion on difference between FTVM 46 and FTVM 47 and 48; rationale behind creation of FTVM 46.								
	Items 45 through 48 were taken together.								
34*	INT 51	COURSE	Create	1st Read	STUDENT DEVELOPMENT	STUDENT DEVELOPMENT	New	Carried	Zobayan/Conner-
	Davis: Course offered since Spring 2022 as extra-curricular, proposing to offer college credit for students								Gaten
	and FTES for district. Team-taught by career counselor and discipline instructor.								
	Zobayan: This model used in universities.								
35*	KIN 151	COURSE	Revise	1st Read	KINESIOLOGY	KINESIOLOGY	Cyclical	Carried	Calderone/Ybarra
36*	KIN 155	COURSE	Revise	1st Read	KINESIOLOGY	KINESIOLOGY	Cyclical		
37*	KIN 156	COURSE	Revise	1st Read	KINESIOLOGY	KINESIOLOGY	Cyclical		
	Calderone: Biggest update was textbook; 8th certification curriculum more economical for students.								
	Tweaked course content to reflect actual lab; revised language based on recommendations from Alexandra.								
	Items 35 through 37 were taken together.								
38*	LIB 100	COURSE	Revise	1st Read	LIBRARY	LIBRARY	Cyclical	Carried	Conner-Gaten/
	Shahonian: Changes minor but reflect changes taking place in discipline.								Calderone

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	Conner-Gaten: Updated course description, SLOs, course content, advisory, textbook, out-of-class assignments.								
39%	MATH 137	COURSE	Create	1st Read	MATHEMATICS	MATHEMATICS	New	Carried	Palermon/Conner-
	Schulten: New course on statistics plus coding, based on UC Berkeley's Data 8 course, geared toward community colleges. May be part of certificate program. Data science one of fastest growing job fields.								Gaten
	MSC to approve advisories in Item 39.							Carried	Palermo/Cohen Schorr
40*	MUSIC 113	COURSE	Revise	1st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical	Carried	Sparfeld/Kesian
41*	MUSIC 136	COURSE	Revise	1st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
42*	MUSIC 162	COURSE	Revise	1st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
43*	MUSIC 48	COURSE	Revise	1st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
	Sparfeld: Minor revisions, catalog descriptions, course objectives, SLOs, etc.								
	Items 40 through 43 were taken together.								
44*	ST DV 48	COURSE	Revise	1st Read	STUDENT DEVELOPMENT	STUDENT DEVELOPMENT	Cyclical	Carried	Zobayan/Conner-
45*	ST DV 49	COURSE	Revise	1st Read	STUDENT DEVELOPMENT	STUDENT DEVELOPMENT	Cyclical		Gaten
46*	ST DV 135	COURSE	Create	1st Read	STUDENT DEVELOPMENT	STUDENT DEVELOPMENT	New		
	Cortes: ST DV 49 adjustments to align with other disciplines' 49. Course specially beneficial to Promise+.								
	New course ST DV 135 much needed; students dealing with psychosocial, social, emotional issues.								
	ST DV 48 develops student's skill set while traveling abroad. Zobayan will change "grants" to "provides" in course description. Traynor explained Resources section (funding from district).								
	Items 44 through 46 were taken together.								
	Only Reads (Nonsubstantial)							Tabled	Stonis/Kesian
47	PHILO 116	COURSE	Revise	OnlyR	SOCIAL SCIENCES	PHILOSOPHY	Nonsubstantial		
	Stonis: Added language about gender, revised hours, updated one of the textbooks.								
	Would like to revise course description. Moved to table.								
48	ENGL 101	COURSE	Revise	OnlyR	ENGLISH	ENGLISH	Nonsubstantial	Carried	Parypinski/Calderone

	Parypinski: Removed course note requiring students enroll in ENGL 101+ on 3rd attempt; mandated by AB 1705 to								
	take one or the other.								
	Tech/Info Items								
49	MATH 112	COURSE	Update	INFO	MATHEMATICS	MATHEMATICS	INFO		
50	MATH 112+	COURSE	Update	INFO	MATHEMATICS	MATHEMATICS	INFO		
	Archive								
	None								

Please note the list of CORs needing updates in 2023-2024. It was included in the Agenda.

I. Adjournment

The meeting was adjourned at 4:03 p.m.

Next C&I Committee Meeting: October 11, 2023; 2-4 p.m. SG 137

Minutes recorded and transcribed by Nonah Maffit