

Glendale Community College
Curriculum & Instruction Committee Minutes
Wednesday, April 9, 2025
2:00-4:00PM SG 138

Present (Voting Members): Paul Vera (Co-Chair), Michael Ritterbrown (Co-Chair), Paolo Banaag, Bridget Bershad, Erin Calderone, Tamar Chavdrian, Aisha Conner-Gaten, Catherine Dudley, Samantha Garagliano, Chris Herwerth, Corey Jamieson, Elis Lee, Suzanne Palermo, Joanna Parypinski, Kim Perner, Sophia Possidon, Karoline Rostamiani, Sharon Solares, Tobin Sparfeld, Michelle Stonis

Present (Resource, Non-voting): Jolie Morris, Piper Rooney, Freddy Saucedo, Nancy Traynor, David Yamamoto, Terrence Yu

Absent (Voting Members): Abraham Baca, Paul Brazeau, Mandy Nezami, Vladimir Paransky

Guests: Paul Mayer (Proxy for Paul Brazeau), Simon Mirzayan (Proxy for Vladimir Paransky)

Call to Order

C&I Committee Co-Chair Paul Vera called the meeting to order at 2:03pm.

Approval of Minutes

MSC (Conner-Gaten/Possidon) to approve the minutes from the March 26, 2025 Curriculum & Instruction Committee.

Announcements

Approved DE Addenda (Rooney)

Prelim Review Deadlines for Spring 2025 (Vera)

 First Deadline: Friday, August 1, 2025

CORs & Programs Needing Updates (Vera)

 Course Review Cycle

 Program Review Cycle—Katie asked about waiting to update nursing programs until all of their courses are updated. Nancy said it is best to wait.

C&I Rep Training [via Zoom](#) (evening sessions coming soon)

 Programs

 Best Practices Discussion

 Your Ideas?

 Curriculum Institute: July 9 – 12, [Ontario Convention Center](#) or online

Ongoing Business

eLumen Update (Traynor)

Articulation Update (Bershad)

Common Course Numbering (Traynor) All courses are updated in eLumen and Peoplesoft. Divisions and managers have been notified. Dr. Ritterbrown suggested sending the info to the faculty list serves as well.

New Business

C&I Committee Goal: Programs Needing Updates

MSC (Stonis/Possidon) to amend the language in the goal, changing “create stage” to “preliminary review stage.” The goal is now stated as follows:

Any program listed in Fall 2023 as needing an update needs at least to be in Preliminary Review stage by the last Preliminary Review deadline in Fall 2025. If not, this program will be sent to the Academic Senate to begin archiving.

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

MSC (Stonis/Banaag) to include all equivalent courses in advisories instead of saying “or equivalent”.

Items with (*) need review. Items with (%) have advisory change.	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
Courses									
	2nd Reads								
*1	ARTH 48	COURSE	Revise	2 nd Read	VISUAL PERFORMING ARTS	ART HISTORY	Substantial	Carried	Sparfeld/Conner-Gaten
*2	CS/IS 137	COURSE	Revise	2 nd Read	BUSINESS	COMPUTER SCIENCE INFORMATION SYSTEMS	Cyclical	Carried	Mirzayan/Possidon
*3	CS/IS 151	COURSE	Revise	2 nd Read	BUSINESS	COMPUTER SCIENCE INFORMATION SYSTEMS	Cyclical		
	Items 2-3 taken together.								

Items with (*) need review. Items with (%) have advisory change.	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
*4	FIRE 170	COURSE	Create	2 nd Read	AVIATION TECH	FIRE TECHNOLOGY	New	Carried	Calderone/Conner-Gaten
*5	FIRE 171	COURSE	Create	2 nd Read	AVIATION TECH	FIRE TECHNOLOGY	New		
*6	FIRE 172	COURSE	Create	2 nd Read	AVIATION TECH	FIRE TECHNOLOGY	New		
*7	FIRE 173	COURSE	Create	2 nd Read	AVIATION TECH	FIRE TECHNOLOGY	New		
*8	FIRE 174	COURSE	Create	2 nd Read	AVIATION TECH	FIRE TECHNOLOGY	New		
*9	FIRE 175	COURSE	Create	2 nd Read	AVIATION TECH	FIRE TECHNOLOGY	New		
*10	FIRE 176	COURSE	Create	2 nd Read	AVIATION TECH	FIRE TECHNOLOGY	New		
*11	FIRE 177	COURSE	Create	2 nd Read	AVIATION TECH	FIRE TECHNOLOGY	New		
*12	FIRE 178	COURSE	Create	2 nd Read	AVIATION TECH	FIRE TECHNOLOGY	New		
*13	FIRE 179	COURSE	Create	2 nd Read	AVIATION TECH	FIRE TECHNOLOGY	New		
Items 4-13 taken together. Fire 119 added as recommended prep.									
*14	MUSIC 160	COURSE	Revise	2 nd Read	VISUAL PERFORMING ARTS	MUSIC	Cyclical	Tabled	Sparfeld/Conner-Gaten
*15	PE 215	COURSE	Revise	2 nd Read	KINESIOLOGY	PHYSICAL EDUCATION	Cyclical	Carried	Calderone/Conner-Gaten
*16	PE 216	COURSE	Revise	2 nd Read	KINESIOLOGY	PHYSICAL EDUCATION	Cyclical		
*17	PE 220	COURSE	Revise	2 nd Read	KINESIOLOGY	PHYSICAL EDUCATION	Cyclical		
*18	PE 221	COURSE	Revise	2 nd Read	KINESIOLOGY	PHYSICAL EDUCATION	Cyclical		

Items with (*) need review. Items with (%) have advisory change.	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
*19	PE 222	COURSE	Create	2 nd Read	KINESIOLOGY	PHYSICAL EDUCATION	New		
Items 15-19 taken together.									
*20	THTR 191	COURSE	Create	2 nd Read	VISUAL PERFORMING ARTS	THEATER ARTS	New	Carried	Sparfeld/Dudley
*21	THTR 193	COURSE	Create	2 nd Read	VISUAL PERFORMING ARTS	THEATER ARTS	New		
Items 20-21 taken together. THTR 193 David: the 2 nd obj is the same as the 1 st SLO. Bridget: Textbook info is missing									
	1st Reads								
*%22	ABSE 10	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial	Carried	Perner/Parypinski
*%23	ABSE 112	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%24	ABSE 113	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%25	ABSE 114	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%26	ABSE 115	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%27	ABSE 116	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%28	ABSE 117	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%29	ABSE 146	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS	Substantial		

Items with (*) need review. Items with (%) have advisory change.	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
						EDUCATION			
*%30	ABSE 15	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%31	ABSE 150	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%32	ABSE 186	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%33	ABSE 187	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%34	ABSE 20	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%35	ABSE 30	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%36	ABSE 31	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%37	ABSE 32	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%38	ABSE 33	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%39	ABSE 34	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%40	ABSE 40	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS	Substantial		

Items with (*) need review. Items with (%) have advisory change.	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
						EDUCATION			
*%41	ABSE 41	COURSE	Revise	1st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%42	ABSE 42	COURSE	Revise	1st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%43	ABSE 43	COURSE	Revise	1st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%44	ABSE 44	COURSE	Revise	1st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%45	ABSE 45	COURSE	Revise	1st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%46	ABSE 60	COURSE	Revise	1st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%47	ABSE 61	COURSE	Revise	1st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%48	ABSE 62	COURSE	Revise	1st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%49	ABSE 63	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
*%50	ABSE 65	COURSE	Revise	1 st Read	NONCREDIT BUSINESS LIFE SKILLS	ADULT BASIC SKILLS EDUCATION	Substantial		
Items 22-50 taken together. Various wording and other small corrections needed, so they will come back for a 2 nd read.									

Items with (*) need review. Items with (%) have advisory change.	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
	MSC to approve advisories. (ESL 30 added as pre-req to all courses)							Carried	Stonis/Banaag
*%51	ARMEN 115	COURSE	Revise	1 st Read	LANGUAGE ARTS	ARMENIAN	Nonsubstantial	Carried	Garagliano/Parypinski
*%52	ASL 101	COURSE	Revise	1 st Read	LANGUAGE ARTS	AMERICAN SIGN LANGUAGE	Nonsubstantial		
*%53	COMM 100	COURSE	Revise	1 st Read	LANGUAGE ARTS	COMMUNICATI ON	Nonsubstantial		
*%54	COMM 103	COURSE	Revise	1 st Read	LANGUAGE ARTS	COMMUNICATI ON	Nonsubstantial		
*%55	COMM 105	COURSE	Revise	1 st Read	LANGUAGE ARTS	COMMUNICATI ON	Nonsubstantial		
*%56	COMM 106	COURSE	Revise	1 st Read	LANGUAGE ARTS	COMMUNICATI ON	Nonsubstantial		
*%57	COMM 160	COURSE	Revise	1 st Read	LANGUAGE ARTS	COMMUNICATI ON	Nonsubstantial		
	Items 51-57, 66, 68 taken together. ENGL 100 was removed as a pre-req for ARMEN 115.								
*%58	ENGL 110	COURSE	Revise	1 st Read	ENGLISH	ENGLISH	Substantial	Carried	Parypinski/Stonis
	Items 58 & 65 taken together. MSC to approve advisories.							Carried	Parypinski/Dudley
*%59	ENGR 100	COURSE	Revise	1 st Read	TECH AVIATION	ENGINEERING	Nonsubstantial	Carried	Herwerth/Stonis
*%60	ENGR 125	COURSE	Revise	1 st Read	TECH AVIATION	ENGINEERING	Nonsubstantial		
	Items 59-60 taken together. ENGL and ESL advisories removed. MSC to approve advisories.							Carried	Herwerth/Stonis
*%61	ETH S 121	COURSE	Revise	1 st Read	SOCIAL SCIENCES	ETHNIC STUDIES	Substantial	Tabled	Stonis/Garagliano
*%62	ETH S 132	COURSE	Revise	1 st Read	SOCIAL SCIENCES	ETHNIC STUDIES	Substantial		
	Items 61, 62, 69 taken together. They are waiting for the honors equivalents to come through.								
*%63	HLTH 104	COURSE	Revise	1 st Read	KINESIOLOGY	HEALTH	Nonsubstantial	Carried	Calderone/Parypinski
	Items 63 & 67 taken together. ABSE 186 is replacing 100 as a rec. prep. MSC to approve advisories.							Carried	Calderone/Parypinski
*%64	HUMAN-140	COURSE	Revise	1st Read	ENGLISH	HUMANITIES	Substantial		

Items with (*) need review. Items with (%) have advisory change.	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
*%65	HUMAN 140	COURSE	Revise	1 st Read	ENGLISH	HUMANITIES	Nonsubstantial		
*%66	JAPAN 101	COURSE	Revise	1 st Read	LANGUAGE ARTS	JAPANESE	Nonsubstantial		
*%67	KIN 100	COURSE	Revise	1 st Read	KINESIOLOGY	KINESIOLOGY	Nonsubstantial		
*%68	KOREA 101	COURSE	Revise	1 st Read	LANGUAGE ARTS	KOREAN	Nonsubstantial		
*%69	PHILO 121	COURSE	Revise	1 st Read	SOCIAL SCIENCES	PHILOSOPHY	Nonsubstantial		
*%70	STV 72	COURSE	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Substantial	Carried	Perner/Lee
*%71	STV 95	COURSE	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Substantial		
*%72	STV 97	COURSE	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Substantial		
	Items 70-72 taken together. Hours have increased. Some courses listed as lab corrected to lecture. MSC to approve a 2 nd read							Carried	Perner/Banaag
	MSC to approve advisories.							Carried	Perner/Lee
	Read Only								
	None								
	Archive								
73	CABOT 271	PROGRAM	Archive	Read Only	BUSINESS	COMPUTER APPLICATIONS & BUSINESS OFFICE TECHNOLOGIES	Deactivate	Carried	Mirzayan/Possidon
74	CABOT 276	PROGRAM	Archive	Read Only	BUSINESS	COMPUTER APPLICATIONS & BUSINESS OFFICE TECHNOLOGIES	Deactivate		
75	CABOT 281	PROGRAM	Archive	Read Only	BUSINESS	COMPUTER APPLICATIONS & BUSINESS OFFICE	Deactivate		

Items with (*) need review. Items with (%) have advisory change.	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
						TECHNOLOGIES			
76	CS/IS 130	PROGRAM	Archive	Read Only	BUSINESS	COMPUTER SCIENCE INFORMATION TECHNOLOGY	Deactivate		
77	CS/IS 157	PROGRAM	Archive	Read Only	BUSINESS	COMPUTER SCIENCE INFORMATION TECHNOLOGY	Deactivate		
78	CS/IS 195	PROGRAM	Archive	Read Only	BUSINESS	COMPUTER SCIENCE INFORMATION TECHNOLOGY	Deactivate		
	Items 73-78 taken together.								
79	MATH 90	PROGRAM	Archive	Read Only	MATHEMATICS	MATHEMATICS	Deactivate	Carried	Palermo/Garagliano
Programs									
	2nd Reads								
*80	Engineering Technology -CAD & Design Drafting (AS)	PROGRAM	Revise	2 nd Read	TECH AVIATION	ENGINEERING	Cyclical	Carried	Herwerth/Possidon
*81	Engineering Technology -CAD & Design Drafting (Cert)	PROGRAM	Revise	2 nd Read	TECH AVIATION	ENGINEERING	Cyclical		

Items with (*) need review. Items with (%) have advisory change.	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
	Items 80-81 taken together. The title has changed to Engineering Technology-CAD.								
	1st Reads								
*82	Dental Front Office Clerk (Cert)	PROGRAM	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Substantial	Carried	Perner/Parypinski
*83	High School Diploma (Cert)	PROGRAM	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Substantial		
	Items 82-83 taken together. Nancy: Item 82 needs PLOs, 83 needs corrections in course requirements.								
*84	Information Technology Technician (Cert)	PROGRAM	Revise	1 st Read	BUSINESS	COMPUTER SCIENCE INFORMATION TECHNOLOGY	Cyclical	Carried	Mirzayan/Possidon
	Nancy: It needs information in the second table, and wording corrections in the description.								
	Only Reads								
	None								
	Archive								
*85	Computer Support Technician (Cert)	PROGRAM	Archive	Read Only	BUSINESS	COMPUTER SCIENCE INFORMATION TECHNOLOGY	Deactivate	Carried	Mirzayan/Possidon

Meeting adjourned at 3:06pm.

Next C&I Committee Meeting: April 23rd, 2025 in SG 138

Minutes recorded and transcribed by Sarah White