

Minutes  
Curriculum and Instruction Committee March  
14, 2018

**Glendale Community College  
Curriculum & Instruction Committee**

**Minutes**

**Wednesday, March 14, 2018**

**1:40p.m., SG 137**

**Co-Chairs:** Francien Rohrbacher and Michael Ritterbrown called the meeting to order at 1:47 p.m.

**Voting Members Present:** Mary Elizabeth Barrett, Erin Calderone, Susie Chin, Richard Cortes, Maria Czech, Byron Delto, Julie Gamberg, Jayson Helgeson, Kohar Kesian, Maria Kretzmann, Kevin Mack, Araik Eric Margaryan, Paul Mayer, Brian Mc Donald, Carol Paxton, Scott Rubke

**Resources Present:** Edward Karpp, Jolie Morris, Nancy Traynor, Terrence Yu

**Minutes Recorder:** Patrik Namagardi

**Guests Present:** Freddy Saucedo

**Absent:** Tina Andersen-Wahlberg, Mark Bowen, Agnes Eguaras, Flavio Frontini, Arda Najarian, Alfred Ramirez, Jan Swinton, Fabiola Torres, Yvette Ybarra

**Approval of Minutes**

MSC (**Chin/Margaryan**) to approve the minutes of February 28, 2017 Curriculum & Instruction Committee

**I. Announcements**

**C-ID revisions needed:**

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ADMJ 116 ART  
101H ART 107  
ART 108  
ECON 102H  
~~MATH 100~~  
~~MATH 110~~  
MUSIC 211  
MUSIC 236  
MUSIC 237

**CoDE Approved DE Addenda—all have been turned on for distance education in CMS:**

**Fall, Sept. 26, 2017:**

Geol 101 (PSD)  
Ocean 115 (PSD)  
CS/IS 112 (BUSD)  
CS/IS 132 (BUSD)

CS/IS 133 (BUSD) CS/IS  
135 (BUSD)  
CS/IS 139 (BUSD)

**Fall, Nov. 28, 2017:**

Acctg 120 (BUSD) Acctg  
130 (BUSD)  
Math 136 (MATH) CS/IS  
190 (BUSD)  
CS/IS 193 (BUSD)  
CS/IS 194 (BUSD)  
CS/IS 196 (BUSD)  
CS/IS 197 (BUSD)

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**Spring, Feb. 27, 2018:**

ARCH 106 (TAD)  
MCOMM 101 (LAD)

ETHS 110 (SSD)  
TART 101 (VPAD)  
BUSAD 158 (BUSD)  
HIT 197 (BUSD)  
RE 140 (BUSD)  
HUMN 115 (ENGD)  
HUMN 125 (ENGD)  
PSYC 104 (SSD)  
PSYC 106 (SSD)

**Correct word usage for Learning Outcomes (Ybarra)**

Be concrete on the language used on the Student Learning Outcomes. We can no longer use the word “understand”. The website has a list of words we can use, please refer to it.

**Requesting official data for revised courses and programs**

The next preliminary review deadline is April 12, 2018. Please send items to Francien by April 5, 2018.

**Section 3 of CMS: Adding narrative for prerequisites/recommended prep (Traynor)**

If there is no recommended prep leave the box blank. When there is a recommended prep and it is “eligibility for”, mark it in the pop up box on section 3 as it is in the catalog.

**Resources for textbook search**

Susie created a handout for finding latest version of textbooks. This handout can be found on the C&I webpage under “Curriculum Related Links.”

**II. New Business**

**A. Code Alignment Project (Saucedo)**

GCC’s CTE program is working with WestEd to identify areas where our TOP, CIP, SAM, and SOC codes need to be aligned as this can affect funding. WestEd is providing funding for this year (funding ends Dec. 2018) for this project, and they will deliver their findings, which we can then bring to the CTE division to help align our codes.

Motion to approve Code Alignment Project: Calderone/Gamberg  
Carried/Unanimous

Motion to add Freddy Saucedo to C&I as a resource: Mack/Gamberg Carried/Unanimous

**B. Articulation update (Cortes) None**

**New Business (Curriculum Action Items)**

Item #	Proposal Name	Type	Action	DVSN	DPT	Level Change	Stage	Motion	First&Second
1	ENGL 212	COURSE	Revise	ENGLISH DIVISION	ENGLISH	Nonsubstantial Change B	2nd R	Gamberg/ Mack	Carried/ Unanimous
	Rohrbacher: This is just a units change because the units reported at the state are different than ours.								
	Traynor: In the justification, note what we are looking at.								
2	KIN 236	COURSE	Delete	KINESIOLOGY DIVISION	KINESIOLOGY	Deletion	Only R	Calderone/ Kesian	Carried/ Unanimous
	Calderone: Move to archive this course because it has just been sitting there.								
	Kretzmann: Have a rationale even if course is archived.								
3	PE 112	COURSE	Create	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	New Course	2ndRead	Calderone/ Cortes	Carried/ Unanimous
4	PE 212	COURSE	Create	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	New Course	2ndRead		

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	Items 3 & 4 were taken together								
5	ECON 170	COURSE	Create	SOCIAL SCIENCES DIVISION	ECONOMICS	New Course	2ndRead	Mack/ Kretzmann	Carried/ Unanimous
6	GEOG 170	COURSE	Create	SOCIAL SCIENCES DIVISION	GEOGRAPHY	New Course	2ndRead		
7	GEOG 171	COURSE	Create	SOCIAL SCIENCES DIVISION	GEOGRAPHY	New Course	2ndRead		

8	PHILO 115	COURSE	Revise	SOCIAL SCIENCES DIVISION	PHILOSOPHY	Technical Change	Only R	Mack/ Kretzmann	Carried/ Unanimous
	Mack: Philosophy 115 should be designated as cultural diversity because the two courses that were combined to create this course (PHILO 113 & PHILO 114) were designated as CD.								
9	POL S 170	COURSE	Create	SOCIAL SCIENCES DIVISION	POLITICAL SCIENCE	New Course	2ndRead		
10	POL S 171	COURSE	Create	SOCIAL SCIENCES DIVISION	POLITICAL SCIENCE	New Course	2ndRead		
11	SOC 171	COURSE	Create	SOCIAL SCIENCES DIVISION	SOCIOLOGY	New Course	2ndRead		
	Morris: Catalog note needs to state that ECON 170 can't be taken for credit if GEOG 170 or POLI S 170 have already been taken								
	Mack: Will make the change to proposal and will use same language for all 170/171 Global Studies courses								
	Items 5, 6, 7, 9, 10, & 11 were take together								
12	SOCIAL 102H COURSE	Revise		SCIENCES ANTHR DIVISION	ANTHROPOLOGY	Technical Change	Only R		
	Mack: ANTHR 102H should also be designated CD because ANTHRO 102 is a CD course								
	Rohrbacher: Remove the word "understand" from the Student Learning Outcomes								
	Items 8 & 12 were take together								

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13	ART 130	COURSE	Revise	VISUAL & PERFORMING ARTS DIVISION	GRAPHIC DESIGN	Nonsubstantial Change A	1stRead	Delto/ Kretzmann	Carried/ Unanimous
14	ART 138	COURSE	Revise	VISUAL & PERFORMING ARTS DIVISION	GRAPHIC DESIGN	Nonsubstantial Change A	1stRead		
15	DANCE 100	COURSE	Revise	VISUAL & PERFORMING ARTS DIVISION	DANCE	Technical Change	Only R		
16	DANCE 102	COURSE	Revise	VISUAL & PERFORMING ARTS DIVISION	DANCE	Technical Change	Only R		
17	DANCE 107	COURSE	Revise	VISUAL & PERFORMING ARTS DIVISION	DANCE	Technical Change	Only R		
Rohrbacher: The ART courses are going back to using studio hours rather than lab hours, but no changes are being made to the hours									
Traynor: Art 130 & 138 have to come back for a second read.									
Rohrbacher: A catalog note should be added stating that the DANCE courses do not count as physical education courses.									
Items 13-17 were taken together									