

Glendale Community College
Curriculum & Instruction Committee Minutes
Wednesday, September 24, 2025
2:00-4:00PM SG 138

Present (Voting Members): Paul Vera (Co-Chair), Bridget Bershada, Paolo Banaag, Paul Brazeau, Erin Calderone, Aisha Conner-Gaten, Catherine Dudley, Pateel Haytayan, Garo Kahwajian, Elis Lee, Suzanne Palermo, Vladimir Paransky, Kim Perner, Sophia Possidon, Heather Ramos, Michael Ritterbrown (Co-Chair), Karoline Rostamiani, Tobin Sparfeld, Michelle Stonis

Present (Resource, Non-Voting): Freddy Saucedo, Jeremy Talaoc, Nancy Traynor, Terrence Yu

Absent (Voting Members): Abraham Baca, Sam Garagliano, Corey Jamieson, Manijeh Nezami, Armen Kvryan

Guests: Melody Gunter, Rob Newman, Jorge Palma, Jeff Smith (proxy for Sam Garagliano)

Call to Order

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

Approval of Minutes

MSC (Stonis/Possidon) to approve the minutes from the June 11, 2025 Curriculum & Instruction Committee.

Announcements

Approved DE Addenda: None (Rooney)

Prelim Review Deadlines for Fall 2025 (Vera)

Last Fall Deadline: Friday, October 3, 2025

First 2026 Deadline: Friday, January 2, 2026

CORs & Programs Needing Updates (Vera)

Course Review Cycle

Program Review Cycle

Ongoing Business

eLumen/Coursedog Update (Traynor) The goal is to have it all up and running by Fall 2026.

Articulation Update (Bershada)

Common Course Numbering: Phase IIa (Traynor)

New Business

Common Course Numbering Funding (Vera)

Paul asked for ideas for how to spend the money. Some will be saved for Courseedog, some for phase 3. He suggested if anyone feels like they need compensation for the extra work CCN creates, to let him and Nancy know.

Michelle S.—maybe use some of the funds for a CCN video for students. Paolo B.—students seem to be understanding it overall, but faculty are having a harder time. Michelle S. —maybe the Chairs can work on that with their divisions.

Curriculum Institute/Vision 2030 (Vera)

Paul gave an overview of Vision 2030 and its goals.

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

COURSES

Items with (*) need review. Items with (%) have advisory change.	Course Code	Title	Action	Stage	Division	Department	Level Change	Motion	First/Second
	2nd Reads								
1	ART164	Watercolor I	Revise	2 nd Read	VISUAL PERFORMING ARTS	ART	Cyclical	Carried	Sparfeld/Possidon
2	ART165	Watercolor II	Revise	2 nd Read	VISUAL PERFORMING ARTS	ART	Cyclical		
Items 1&2 taken together. Nancy: Need to update Modes of Delivery and Cour Family									
3	AT125	Instrument Rating Ground School	Revise	2 nd Read	TECH AVIATION	AVIATION	Cyclical	Carried	Stonis/Possidon
4	AT138	Introduction Flight Attendant Training	Revise	2 nd Read	TECH AVIATION	AVIATION	Cyclical		
Items 3&4 taken together.									
	1st Reads								
5*	ACCTG101H	Financial Accounting	Revise	Create	BUSINESS	ACCOUNTING	NEW	Carried	Possidon/Conner-Gaten
6*	ACCTG102H	Honors Managerial Accounting	Revise	Create	BUSINESS	ACCOUNTING	NEW		
Items 5&6 taken together. MSC to approve advisories.								Carried	Stonis/Paransky

Items with (*) need review. Items with (%) have advisory change.	Course Code	Title	Action	Stage	Division	Department	Level Change	Motion	First/Second
7*	CS/IS270	Python for Data Analytics	Revise	1 st Read	BUSINESS	COMPUTER SCIENCE INFORMATION SYSTEMS	Non Substantial	Carried	Paransky/Possidon
Bridget: The course title can't be changed right now because of the UC transfer issue.									
8*	ENGL103	Creative Writing Workshop	Revise	1 st Read	ENGLISH	ENGLISH	Non Substantial	Carried	Ramos/Conner-Gaten
9*	ENGL103H	Honors Creative Writing Workshop	Create	1 st Read	ENGLISH	ENGLISH	New		
10*	ENGL105	Survey of English Literature from Anglo-Saxon Period to 1780	Revise	1 st Read	ENGLISH	ENGLISH	Non Substantial		
11*	ENGL105H	Honors Survey of English Literature from Anglo-Saxon Period to 1780	Create	1 st Read	ENGLISH	ENGLISH	New		
12*	ENGL106	Survey of English Literature from 1780 to the Present Time	Revise	1 st Read	ENGLISH	ENGLISH	Non Substantial		
13*	ENGL106H	Honors Survey of English Literature from 1780 to the Present Time	Create	1 st Read	ENGLISH	ENGLISH	New		
14*	ENGL122	American Literature to 1865	Revise	1 st Read	ENGLISH	ENGLISH	Non Substantial		
15*	ENGL122H	Honors American Literature to 1865	Create	1 st Read	ENGLISH	ENGLISH	New		
16*	ENGL123	American Literature from 1865 to the Present	Revise	1 st Read	ENGLISH	ENGLISH	Non Substantial		
17*	ENGL123H	Honors American Literature from 1865 to the Present	Create	1 st Read	ENGLISH	ENGLISH	New		
18*	ENGL125	Shakespeare	Revise	1 st Read	ENGLISH	ENGLISH	Non Substantial		

Items with (*) need review. Items with (%) have advisory change.	Course Code	Title	Action	Stage	Division	Department	Level Change	Motion	First/Second
19*	ENGL125H	Honors Shakespeare	Create	1 st Read	ENGLISH	ENGLISH	New		
Items 8-19 taken together.									
20*%	ESL126	*Reading and Vocabulary II	Revise	1 st Read	CREDIT ESL	CREDIT ESL	Cyclical	Carried	Lee/Dudley
21*%	ESL136	Reading and Vocabulary III	Revise	1 st Read	CREDIT ESL	CREDIT ESL	Cyclical		
Items 20&21 taken together. MSC to approve a 2 nd read.								Carried	Lee/Conner-Gaten
MSC to approve advisories.								Carried	Lee/Dudley
22*	FREN101	Beginning French I	Revise	1 st Read	LANGUAGE ARTS	FRENCH	Cyclical	Carried	Smith/Ramos
23*	FREN102	Beginning French II	Revise	1 st Read	LANGUAGE ARTS	FRENCH	Cyclical		
24*	FREN103	Intermediate French I	Revise	1 st Read	LANGUAGE ARTS	FRENCH	Cyclical		
25*	FREN104	Intermediate French II	Revise	1 st Read	LANGUAGE ARTS	FRENCH	Cyclical		
Kim P. asked if ABSE 187 can be added as an advisory. Paul V. suggested she meet with the department. MSC to approve a 2 nd read.								Carried	Smith/Sparfeld
26*	HLTH104H	Honors Personal Health and Wellness	Create	1 st Read	KINESIOLOGY	HEALTH	New	Carried	Calderone/Lee
27*	HUMAN115	World Mythology	Revise	1 st Read	ENGLISH	HUMANITIES	Non Substantial	Carried	Ramos/Stonis
28*	HUMAN115H	Honors World Mythology	Create	1 st Read	ENGLISH	HUMANITIES	New		
29*	HUMAN117	Creativity and Culture	Revise	1 st Read	ENGLISH	HUMANITIES	Cyclical		
30*	HUMAN117H	Honors Creativity and Culture	Create	1 st Read	ENGLISH	HUMANITIES	New		
31*	HUMAN 125	Crosscurrents: American Social Values	Revise	1 st Read	ENGLISH	HUMANITIES	Non Substantial		
32*	HUMAN 125H	Honors Crosscurrents: American Social Values	Create	1 st Read	ENGLISH	HUMANITIES	New		
33*	HUMAN140	Armenian-American Experience Through Arts and Letters	Revise	1 st Read	ENGLISH	HUMANITIES	Substantial		

Items with (*) need review. Items with (%) have advisory change.	Course Code	Title	Action	Stage	Division	Department	Level Change	Motion	First/Second	
34*	HUMAN140H	Honors Armenian-American Experience Through Arts and Letters	Create	1 st Read	ENGLISH	HUMANITIES	New			
Items 27-34 taken together.										
35*%	MATH102	Trigonometry	Revise	1 st Read	MATHEMATICS	MATHEMATICS	Substantial	Carried	Palermo/Paransky	
36*	MATH113	Calculus for Life Sciences I	Revise	1 st Read	MATHEMATICS	MATHEMATICS	Non Substantial			
37*	MATH114	Calculus for Life Sciences II	Revise	1 st Read	MATHEMATICS	MATHEMATICS	Non Substantial			
Items 35-37 taken together. MSC to approve Item 35 for a 2 nd read.									Carried	Palermo/Dudley
MSC to approve Item 35's advisories.									Carried	Palermo/Dudley
38*	NS204	Nursing Seminar IV	Revise	1 st Read	HEALTH SCIENCES	NURSING	Cyclical	Carried	Dudley/Calderone	
39*	NS214	Medical-Surgical Nursing IV	Revise	1 st Read	HEALTH SCIENCES	NURSING	Cyclical			
40*	NS215	Nursing Practice In Contemporary Settings	Revise	1 st Read	HEALTH SCIENCES	NURSING	Cyclical			
Items 38-40 taken together. MSC to approve a 2 nd read.									Carried	Dudley/Calderone
41*	STV219	Basic Review for California Certified Medical Assistant-Clinical	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Substantial	Carried	Perner/Stonis	
42*	STV22	Beginning Account Clerk	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Substantial			
43*	STV23	Intermediate Account Clerk	Create	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	New			
44*%	STV24	Advanced Account Clerk	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Substantial			
Items 41-44 taken together. MSC to approve Item 41 for a 2 nd read.									Carried	Perner/Paransky
MSC to approve advisories for Item 44.									Carried	Perner/Possidon
Archive										

Items with (*) need review. Items with (%) have advisory change.	Course Code	Title	Action	Stage	Division	Department	Level Change	Motion	First/Second
45	MATH133	Finite Mathematics	Archive	1 st Read	MATHEMATICS	MATHEMATICS	Deactivate	Carried	Palermo/Stonis
46	STV151	Engineering Drafting and Basic Design Mirrored Course	Archive	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Deactivate	Carried	Perner/Conner-Gaten
47	STV153	Drafting and Basic Design Mirrored Course	Archive	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Deactivate		
47A	STV250	Practical Mathematics for Trades	Archive	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Deactivate		
Items 46-47A taken together.									

PROGRAMS

Items with (*) need review. Items with (%) have advisory change.	Program Title	Action	Stage	Division	Department	Level Change	Motion	First/Second
	2nd Reads							
	None							
	1st Reads							
48*	Accounting (AS)	Revision	1 st Read	BUSINESS	ACCOUNTING	Cyclical	Tabled	Possidon/Dudley
49*	Accounting (Cert)	Revision	1 st Read	BUSINESS	ACCOUNTING	Cyclical		
Items 48-50 taken together. Items 48-49 tabled because pre-reqs, required courses, and total units need to be looked at further.								

Items with (*) need review. Items with (%) have advisory change.	Program Title	Action	Stage	Division	Department	Level Change	Motion	First/Second
50*	Tax Fundamentals (Cert)	Revision	1 st Read	BUSINESS	ACCOUNTING	Cyclical	Carried	Possidon/Dudley
	MSC to approve Item 50 for a 2 nd read.						Carried	Possidon/Paransky
51*	Account Clerk I	Revision	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Cyclical	Carried	Perner/Paransky
52*	Account Clerk II	Revision	1 ST Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Cyclical		
52A*	Account Clerk III	Create	1 ST Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	New		
	Items 51-52A taken together.							
53*	Administrative Medical Assistant	Revision	1 ST Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Cyclical	Carried	Perner/Ramos
	MSC to approve a 2 nd read. Nancy: Decide about how electives should be counted and adjust required hours if needed.						Carried	Perner/Ramos
54*	Biotechnology (AS)	Revise	1 st Read	BIOLOGY	BIOLOGY	Cyclical	Tabled	Rostamiani/Caldeorne
55*	Biotechnology (Cert)	Revise	1 st Read	BIOLOGY	BIOLOGY	Cyclical		
56*	Biotechnology Research Lab Assistant (Cert)	Revise	1 st Read	BIOLOGY	BIOLOGY	Cyclical		
57*	Biotechnology Research Lab Technician (Cert)	Revise	1 st Read	BIOLOGY	BIOLOGY	Cyclical		
	Items 54-57 taken together.							
58*	CAM & CNC 3 Axis Mill Certificate	Create	1 st Read	TECH AVIATION	COMPUTER-AIDED MANUFACTURING	New	Carried	Stonis/Paransky
59*	CAM & CNC Lathe Y-Axis Certificate	Create	1 st Read	TECH AVIATION	COMPUTER-AIDED MANUFACTURING	New		
60*	CNC & CAM Mill Advanced Certificate	Create	1 st Read	TECH AVIATION	COMPUTER-AIDED MANUFACTURING	New		
	Erin: Make the titles match (CAM & CNC).							
61*	Certified Nursing Aide	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Cyclical	Carried	Perner/Ramos
62*	EnTech Audio Certificate	Create	1 st Read	VISUAL PERFORMING ARTS	THEATRE ARTS	New		
63*	EnTech General Certificate	Create	1 st Read	VISUAL PERFORMING	THEATRE ARTS	New		

Items with (*) need review. Items with (%) have advisory change.	Program Title	Action	Stage	Division	Department	Level Change	Motion	First/Second
				ARTS				
64*	EnTech Lighting Certificate	Create	1 st Read	VISUAL PERFORMING ARTS	THEATRE ARTS	New		
Items 62-64 taken together. Nancy: Sequences should be reviewed because some of the required courses are advisories for other required courses. Melody G. will consider adjusting the sequences and/or adding multiple options.								
65*	General Office Assistant I	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Cyclical		
66*	General Office Assistant II	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Cyclical		
67*	Personal Trainer Skill Award	Revise	1 st Read	KINESIOLOGY	KINESIOLOGY	NEW	Carried	Calderone/Ramos
68*	Receptionist/Front Desk Clerk	Revise	1 st Read	NONCREDIT BUSINESS	SHORT-TERM VOCATIONAL	Cyclical		
Items 61,65,66,68 taken together. MSC to approve a 2 nd read.							Carried	Perner/Ramos
	Archive							
	None							

Information/Technical Items (Read Only)

Items	Course Code	Division	Department	Note
	None			

Discussion about how honors enhancement should be worded. MSC to leave honors enhancement language as it is. (Calderone/Stonis). Aisha C.—There should be an honors template in the future.

Meeting adjourned at 4:00pm. (MSC Calderone/Conner-Gaten)

Next C&I Committee Meeting: October 8th, 2025 in SG138.

Minutes recorded by Sarah White.