

Agenda  
Curriculum and Instruction Committee  
June 10, 2020

**Glendale Community College  
Curriculum & Instruction Committee  
Agenda**

**Wednesday, June 10, 2020  
2:00 p.m., online (via Zoom, Meeting ID 995 8815 8841)**

**Approval of Minutes**

May 27, 2020 Curriculum & Instruction Committee

**I. Announcements**

Next Preliminary Review deadline: July 9

CoDE Approved DE Addenda—None

Curriculum Institute, July 7-10, online

<https://www.asccc.org/events/2020-07-07-150000-2020-07-10-230000/2020-curriculum-institute-virtual-conference>

- Cost is \$200 if you register by June 19; \$250 for late registration by June 29
- GCC will reimburse registration costs
- When registering, select Area C

**Francien’s Summer 2020 C&I/CMS Tutorial and Office Hours Schedule (June 15-August 21):**

**C&I/CMS Tutorials**—meant for folks who are unfamiliar with or new to the curriculum process and our curriculum database (CMS). Explains how to create new proposals in CMS, where to find proposals in progress, and how to revise proposals according to feedback from C&I. Also explains the curriculum process.

---

Mondays: 10:00-11:00 AM  
Wednesdays: 7:00-8:00 PM

**C&I/CMS Office Hours**—meant for folks who are currently revising proposals and have questions about what to include/revise in their proposal(s) or have questions about feedback from C&I.

---

Mondays: 1:00-2:00 PM and 7:00-8:00 PM  
Tuesdays: 10:00-11:00 AM and 1:00-2:00 PM  
Wednesdays: 10:00-11:00 AM and 1:00-2:00 PM  
Thursdays: 1:00-2:00 PM and 7:00-8:00 PM  
Fridays: By Appointment

**II. Old Business**

Checking in with C&I Reps to see how COR updates are coming along **(Rohrbacher)**

**III. New Business**

AP 4022 and 4235 **(Ritterbrown and Rohrbacher)**

Articulation update **(Cortes)**

Institutional equity and C&I: What should be C&I’s role in encouraging and developing and fostering equitable, culturally responsive curriculum? What might this look like? **(Rohrbacher)**

**Curriculum Action Items**

Items with (*) need to be reviewed. Items with (%) have new or revised advisories.	Proposal Name	Type	Action	Stage	Division	Department	Level Change
2 <sup>nd</sup> Reads							
1	ESL 1	COURSE	Revise	2ndRead	NONCREDIT ESL	ESL NON-CREDIT	Substantial Change
2	ESL 10	COURSE	Revise	2ndRead	NONCREDIT ESL	ESL NON-CREDIT	Substantial Change
3	ESL 20	COURSE	Revise	2ndRead	NONCREDIT ESL	ESL NON-CREDIT	Substantial Change
4	ESL 30	COURSE	Revise	2ndRead	NONCREDIT ESL	ESL NON-CREDIT	Substantial Change
5	ESL 40	COURSE	Revise	2ndRead	NONCREDIT ESL	ESL NON-CREDIT	Substantial Change
6	ESL 50	COURSE	Revise	2ndRead	NONCREDIT ESL	ESL NON-CREDIT	Substantial Change
7	MUSIC 121	COURSE	Revise	2ndRead	VISUAL & PERFORMING ARTS DIVISION	NON-COMMERCIAL MUSIC	Nonsubstantial Change B

Agenda  
 Curriculum and Instruction Committee  
 June 10, 2020

8	MUSIC 122	COURSE	Revise	2ndRead	VISUAL & PERFORMING ARTS DIVISION	NON-COMMERCIAL MUSIC	Nonsubstantial Change B
9	PHOTO 136	COURSE	Create	2ndRead	VISUAL & PERFORMING ARTS DIVISION	PHOTOGRAPHY	New Course
<b>Deletions</b>							
10	SOC S 146	COURSE	Delete	OnlyR	SOCIAL SCIENCES DIVISION	SOCIAL SCIENCE	Deletion

**These programs need a catalog (program) description:**

**DUE DATE: 9/14/20**

AA/AA Degrees and Certificates

Accounting

Visual Arts - Animation

Art

Visual Arts - Two/Three dimensional

Bookkeeping

Business Administration

Entrepreneurship/Small Business

Financial Planning and Investment

General Business

International Business

~~Foreign Language~~

Insurance Specialist: Property & Casualty

Interdisciplinary Humanities

Machinist

Management

Marketing

Visual Arts - Media Arts

Music

Visual Arts - Photography

Agenda  
Curriculum and Instruction Committee  
June 10, 2020  
Registered Nursing  
Speech Communication

Certificate Programs—Non-Degree

Cinematography & Editing  
Computer Programmer  
Computer Support Technician  
Fire Academy  
Verdugo Recruit Fire Academy  
Dental Front Office/Billing Coding  
Basic Medical Billing and Coding  
Unix/Linux System Administrator

**These programs need to revise  
their current catalog (program) description:**

**DUE DATE: 9/14/2020, or 2/15/2020 if you'd like this information to appear in the next GCC Catalog and are making no other changes to the program**

AS/AA Degrees and Certificates

Administration of Justice AS Degree or Certificate	(Needs to be shorter--no more than 3 sentences)
<del>Architectural Drafting and Design AS Degree or Certificate</del>	<del>(Needs to add units to end of description)</del>
Visual Arts--Art History AA Degree	(Needs to add units to end of description)
Aviation and Transportation AS Degree or Certificate	(Needs to add units to end of description)
Ceramics AS Degree or Certificate	(Needs to be shorter--no more than 3 sentences)
CABOT AS Degree or Certificate	(Needs to be shorter--no more than 3 sentences)
Computer Science AS Degree or Certificate	(Needs to be shorter--no more than 3 sentences)
Fire Technology AS Degree or Certificate	(Needs to be shorter--no more than 3 sentences); (Needs to add units to end of description)
<del>HIT AS Degree or Certificate</del>	<del>(Needs to be shorter--no more than 3 sentences)</del>
IT Technician II: Help Desk User Support AS Degree or Certificate	(Needs to be shorter--no more than 3 sentences)
<del>Medical Office AS Degree or Certificate: Medical Coding Assistant</del>	<del>(Needs to add units to end of description)</del>
Music AA Degree	(Needs to add units to end of description)

Agenda

Curriculum and Instruction Committee

June 10, 2020

Photography AS Degree or Certificate

(Needs to be shorter--no more than 3 sentences); (Needs to add units to end of description)

Real Estate Broker AS Degree or Certificate

(Needs to be shorter--no more than 3 sentences); (Needs to add units to end of description)

Restaurant Management AS Degree or Certificate

(Needs to add units to end of description)

Certificate Programs--Non-Degree

Business Information Worker

(Needs to be shorter--no more than 3 sentences)

Computerized Accounting Specialist

(Needs to add units to end of description)

Insurance Professional

(Needs to add units to end of description)

Tax Preparer

(Needs to add units to end of description)

Technical Theater

(Move units to end of description)