Glendale Community College
Curriculum & Instruction Committee
Agenda
Wednesday, June 24, 2020
2:00 p.m., online (via Zoom, Meeting ID 971 8347 5696)

Approval of Minutes

June 10, 2020 Curriculum & Instruction Committee

I.   Announcements

If you're working on outdated CORs over summer, keep track of your hours!
Next Preliminary Review deadline: July 9
Curriculum Institute, July 7-10, online
CoDE Approved DE Addenda—None

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 12:00-1:00 PM
Thursdays:	11:00-12:00 and 1:00-2:00 PM
Fridays:	By Appointment

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II.   Ongoing Business

Checking in with C&I Reps to see how COR updates are coming along **(Rohrbacher)**
- REMINDER: keep track of the hours you spend updating your CORs during summer!!!

The role of C&I in promoting inclusivity and equity **(C&I Committee)**

Some questions/thoughts
- What is our purpose as educators?
- What is the purpose of curriculum?
- the need to examine the courses/programs we offer
- inclusivity is more than classes/course content/assignments/texts
- where do we fall short of realizing the need to make our curriculum not just inclusive, but representative of what our students experience? In other words, how/where can our students see themselves in the classes they take/what they read/assignments they complete/programs they choose?
  How can we create "safe" curriculum?
- How can we keep our students at the center/heart of curriculum—how can we promote excellence/success and offer curriculum that is culturally responsive? These aren't mutually exclusive.
- What are some "small" and not so small ways that curriculum can be more inclusive? What is the "hidden curriculum" that is affirming or damaging to our students? (Alsubaie, 2015) **https://files.eric.ed.gov/fulltext/EJ1083566.pdf**
- How can we create culturally and racially affirming curriculum? (Allen, Scott & Lewis, 2013) **https://files.eric.ed.gov/fulltext/EJ1063228.pdf**
- How can we use what we know about our students' lives to design curriculum? (Villegas & Lucas, 2002) **http://www.smc.edu/StudentServices/TitleV/Documents/Faculty/Teaching_Pedagogy/Preparing_20Culturally_20Responsive_20Teachers.pdf**

III.   New Business

Articulation update **(Cortes)**

Distance Education Update (DE and outdated CORs) **(Schumacher)**

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
1st Reads							
*%1	ART 196	COURSE	Revise	OnlyR	VISUAL AND PERFORMING ARTS	CERAMICS	Nonsubstantial Change A
*%2	ENGL 117	COURSE	Revise	OnlyR	ENGLISH	ENGLISH	Nonsubstantial Change A
*%3	ESL 84	COURSE	Create	1stRead	NONCREDIT ESL	ESL NON-CREDIT	New Course
*%4	ESL 86	COURSE	Create	1stRead	NONCREDIT ESL	ESL NON-CREDIT	New Course
*%5	JOURN 102	COURSE	Revise	1stRead	LANGUAGE ARTS DIVISION	JOURNALISM	Nonsubstantial Change B
*%6	JOURN 103	COURSE	Revise	1stRead	LANGUAGE ARTS DIVISION	JOURNALISM	Nonsubstantial Change B
*7	JOURN 104	COURSE	Revise	1stRead	LANGUAGE ARTS DIVISION	JOURNALISM	Nonsubstantial Change B
*8	JOURN 106	COURSE	Revise	1stRead	LANGUAGE ARTS DIVISION	JOURNALISM	Nonsubstantial Change B
*%9	JOURN 107	COURSE	Revise	1stRead	LANGUAGE ARTS DIVISION	JOURNALISM	Nonsubstantial Change B
*%10	JOURN 110	COURSE	Revise	1stRead	LANGUAGE ARTS DIVISION	JOURNALISM	Nonsubstantial Change B
*%11	MATH 100	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A
Deletions							
12	ADMJ 130	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	ADMINISTRATION OF JUSTICE	Deletion
13	ARCH 113	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	ARCHITECTURE	Deletion
14	ARCH 150	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	ARCHITECTURE	Deletion

15	ENV T 120	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	ENVIRONMENTAL TECHNOLOGY	Deletion
16	ENV T 130	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	ENVIRONMENTAL TECHNOLOGY	Deletion
17	ENV T 150	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	ENVIRONMENTAL TECHNOLOGY	Deletion
18	FIRE 107	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	FIRE TECHNOLOGY	Deletion
19	FIRE 151	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	FIRE TECHNOLOGY	Deletion
20	FIRE 152	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	FIRE TECHNOLOGY	Deletion
21	FIRE 156	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	FIRE TECHNOLOGY	Deletion
22	FIRE 157	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	FIRE TECHNOLOGY	Deletion
23	ITECH 160	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	INDUSTRIAL TECHNOLOGY	Deletion
24	LLS 130	COURSE	Delete	OnlyR	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	LIFELONG LEARNING SEMINARS	Deletion
25	LLS 24	COURSE	Delete	OnlyR	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	LIFELONG LEARNING SEMINARS	Deletion
26	LLS 44	COURSE	Delete	OnlyR	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	LIFELONG LEARNING SEMINARS	Deletion
27	MACH 108	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	MACHINE TECHNOLOGY	Deletion
28	MATH 139	COURSE	Delete	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Deletion
29	MATH 220	COURSE	Delete	OnlyR	MATHEMATICS DIVISION	DEVELOPMENTAL MATH	Deletion
30	MATH 255	COURSE	Delete	OnlyR	MATHEMATICS DIVISION	DEVELOPMENTAL MATH	Deletion
31	PHOTO 114	COURSE	Delete	OnlyR	VISUAL & PERFORMING ARTS DIVISION	PHOTOGRAPHY	Deletion
32	PHOTO 122	COURSE	Delete	OnlyR	VISUAL & PERFORMING ARTS DIVISION	PHOTOGRAPHY	Deletion
33	SPCH 111	COURSE	Delete	OnlyR	LANGUAGE ARTS DIVISION	SPEECH COMMUNICATIONS	Deletion
34	Foreign Language - AA Degree	PROGRAM	Delete	OnlyR	LANGUAGE ARTS DIVISION	SPANISH	Deletion

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**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
Registered Nursing
Speech Communication

Certificate Programs—Non-Degree
Cinematography & Editing
Computer Programmer
Computer Support Technician
Fire Academy

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  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:**
**<mark>DUE DATE: 9/14/2020</mark>, 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)
~~Architectural Drafting and Design AS Degree or Certificate~~   (Needs to add units to end of description)
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)
~~HIT AS Degree or Certificate~~   (Needs to be shorter--no more than 3 sentences)

IT Technician II: Help Desk User Support AS Degree or Certificate   (Needs to be shorter--no more than 3 sentences)
~~Medical Office AS Degree or Certificate: Medical Coding Assistant~~   (Needs to add units to end of description)
Music AA Degree   (Needs to add units to end of description)
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)

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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)