

Agenda  
Curriculum and Instruction Committee  
May 13, 2020

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

**Wednesday, May 13, 2020**

**2:00 p.m., online (via Zoom, Meeting ID 920-5164-5582)**

**Approval of Minutes**

April 8, 2020 (revised), April 22, 2020 Curriculum & Instruction Committee

**I. Announcements**

CoDE Approved DE Addenda

1. (PHOTO 101 – VPAD – COR: 6/1/2018)
2. (PHOTO 103 – VPAD – COR: 6/1/2018)
3. (PHOTO 105 – VPAD – COR: 10/10/2018)
4. (PHOTO 111 – VPAD – COR: 6/1/2018)
5. (PHOTO 112 – VPAD – COR: 6/1/2018)
6. (PHOTO 132 – VPAD – COR: 6/1/2018)
7. (PHOTO 140 – VPAD – COR: 6/1/2018)
8. (PHOTO 142 – VPAD – COR: 11/1/2018)
9. (PHOTO 144 – VPAD – COR: 6/1/2018)
10. (MOA 182 – BUSD – COR: 2/26/2020)
11. (ART 130 - VPAD - COR: 6/1/2018)
12. (ART 151 - VPAD - COR: 4/30/2017)
13. (ART 179 - VPAD - COR:5/31/2017)
14. (HUM 105 - ENGD - COR: 5/01/2018)
15. (ENGL 100 - ENGD - COR: 6/2/2019)
16. (BUSAD 120 - BUSD - COR: 4/8/2020)
17. (ENTRE 101 - BUSD - COR: 4/8/2020)
18. (ENTRE 102 - BUSD - COR: 4/8/2020)
19. (MATH 110A - MATHD - COR: 2/15/2016)
20. (MATH 110B - MATHD - COR: 6/15/2016)
21. (MATH 110 - MATHD - COR: 10/15/2019)
22. (MATH 112 - MATHD - COR: 6/18/2019)
23. (ART 106 - VPAD - COR: 4/2019)
24. (ART 108 - VPAD - COR: 9/2015)
25. (MCOMM 120 - LAD - COR: 4/2019)

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- 26. (ATHPE 165 - KIND - COR: 2/5/2019)
- 27. (ENGL 212 - ENGD - COR: 6/1/2018)
- 28. (ENGL 112 - ENGD - COR: 12/1/2016)

SLOs (Ybarra)

## II. New Business

**Update to Motion 2020-18 (from the 5/7/2020 Senate meeting):** Following the strong recommendations of the State, the Committee on Distance Education (CoDE) and the Curriculum and Instruction committee (C&I), the Senate recommends that all course outlines of record (CORs) for new and/or revised courses have a Distance Education (DE) Addendum Form attached. Having approved addenda in place in case of future emergencies would prepare the District to respond. Faculty who are not DE Certified would still be able to teach Remote Synchronous Instructed classes. (Authored by Pollack/Garagliano)

### 2-in-1 Motion (Rohrbacher)

**Motion:** If a proposal for a new or revised (or just revised? do we want new stuff to go through two separate readings?) course outline of record (COR) or program is approved at its first reading at Curriculum and Instruction, with no recommended or required changes from the committee, that COR or program proposal shall be able to be approved for a second reading at that same meeting, and will not need to come to Curriculum and Instruction for a second reading.

### C&I summer schedule (Rohrbacher)

- See attachment
- C&I will meet over summer to review outdated CORs
- Preliminary and Technical review will continue over summer
- Division meetings will continue over summer
- Academic affairs will continue over summer

### C&I summer timeline for updating outdated CORs (Rohrbacher)

- See attachment
- Francien will hold scheduled online office hours via Zoom starting summer session
- Francien will present scheduled Zoom tutorials for the curriculum process and using CMS over summer
- Francien will be available for scheduled meetings to revise CORs via Zoom over summer

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 Articulation update (**Cortes**)

**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
	<b>1<sup>st</sup> Reads</b>						
%1	CHLDV 141	COURSE	Revise	1stRead	SOCIAL SCIENCES DIVISION	CHILD DEVELOPMENT	Nonsubstantial Change B
%2	CHLDV 180	COURSE	Revise	1stRead	SOCIAL SCIENCES DIVISION	CHILD DEVELOPMENT	Nonsubstantial Change B
%3	CHLDV 181	COURSE	Revise	1stRead	SOCIAL SCIENCES DIVISION	CHILD DEVELOPMENT	Nonsubstantial Change B
%4	CHLDV 182	COURSE	Revise	1stRead	SOCIAL SCIENCES DIVISION	CHILD DEVELOPMENT	Nonsubstantial Change B
	<b>2<sup>nd</sup> Reads</b>						
5	ENGL 298	COURSE	Create	2ndRead	ENGLISH DIVISION	TRANSFER ENGLISH	New Course
6	ENGL 298H	COURSE	Create	2ndRead	ENGLISH DIVISION	TRANSFER ENGLISH	New Course
7	MATH 102	COURSE	Revise	2ndRead	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change B
8	MATH 102+	COURSE	Create	2ndRead	MATHEMATICS DIVISION	TRANSFER MATH	New Course
9	MATH 102S	COURSE	Create	2ndRead	MATHEMATICS DIVISION	DEVELOPMENTAL MATH	New Course

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10	MATH 136	COURSE	Revise	2ndRead	MATHEMATICS DIVISION	TRANSFER MATH	Substantial Change
11	MATH 136+	COURSE	Revise	2ndRead	MATHEMATICS DIVISION	TRANSFER MATH	Substantial Change
12	MATH 136H	COURSE	Revise	2ndRead	MATHEMATICS DIVISION	TRANSFER MATH	Substantial Change
13	Addiction Studies Counseling - AS Degree	PROGRAM	Revise	2ndRead	HEALTH SCIENCES DIVISION	ALCOHOL/DRUG STUDIES	Substantial Change
14	Addiction Studies Counseling - Certificate	PROGRAM	Revise	2ndRead	HEALTH SCIENCES DIVISION	ALCOHOL/DRUG STUDIES	Substantial Change
15	Computer Science - AS Degree	PROGRAM	Revise	2ndRead	BUSINESS DIVISION	COMP SCIENCE/INFO SYSTEMS	Substantial Change
16	Computer Science - Certificate	PROGRAM	Revise	2ndRead	BUSINESS DIVISION	COMP SCIENCE/INFO SYSTEMS	Substantial Change
17	Critical Care Nursing Skill Award	PROGRAM	Create	2ndRead	HEALTH SCIENCES DIVISION	NURSING SCIENCE	New Program
18	Emergency Medical Responder Skill Award	PROGRAM	Create	2ndRead	HEALTH SCIENCES DIVISION	EMERGENCY MEDICAL TECHNOLOGY	New Program
19	Emergency Medical Technician Skill Award	PROGRAM	Create	2ndRead	HEALTH SCIENCES DIVISION	EMERGENCY MEDICAL TECHNOLOGY	New Program
20	History - AA-T	PROGRAM	Revise	2ndRead	SOCIAL SCIENCES DIVISION	HISTORY	Substantial Change
21	Introduction to Emergency Medical Services Skill Award	PROGRAM	Create	2ndRead	HEALTH SCIENCES DIVISION	EMERGENCY MEDICAL TECHNOLOGY	New Program
22	Social Science - AA Degree	PROGRAM	Revise	2ndRead	SOCIAL SCIENCES DIVISION	SOCIAL SCIENCE	Substantial Change

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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:**

**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)
- ~~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

Insurance Professional

Tax Preparer

Technical Theater

(Needs to add units to end of description)

(Needs to add units to end of description)

(Needs to add units to end of description)

(Move units to end of description)