

Agenda  
Curriculum and Instruction Committee  
November 13, 2019

**Glendale Community College  
Curriculum & Instruction Committee  
Agenda  
Wednesday, November 13, 2019  
1:40p.m., SG 137**

**Approval of Minutes**

October 23, 2019 Curriculum & Instruction Committee

**I. Announcements**

Next Preliminary Review Deadline: January 13, 2020  
CoDE Approved DE Addenda  
N/A

**II. New Business**

Report from Regional Curriculum Meeting (**Rohrbacher**)

- Skill awards can't exceed 15.5 units
- COCI curriculum database decision has been pushed back to January 2020
- Noncredit streamlining process continuing, but STV will still need to be submitted to state
- Recommendation to create UCTP programs in Chemistry and Physics
- Reminder: CE courses/programs must be reviewed/revised every 2 years

OER sources on CORs (**Rohrbacher**)

- Must be comparable to commercial texts with respect to currency and stability (ASCCC, Spring 2019, Resolution 09.03)
- CSUs and UCs agree that OERs can articulate, as long as the text is "a stable, bona fide textbook, and not just a collection of links to lecture notes or other web pages" (<https://www.collegeofsanmateo.edu/articulation/docs/2013-January-GE-Reviewers-Guiding-Notes.pdf>)
- Help at GCC <https://campusguides.glendale.edu/c.php?g=800303&p=5810231>
- Work with the Library to decide on OER texts for your course(s)
- Other resources:
  - OpenStax <https://openstax.org/impact>
  - Open Textbook Library <https://open.umn.edu/opentextbooks/>

- o [https://www.sac.edu/AcademicAffairs/DistanceEd/Documents/OER\\_FAQ\\_Extended.pdf](https://www.sac.edu/AcademicAffairs/DistanceEd/Documents/OER_FAQ_Extended.pdf)

Use of OERs is a local decision, falling under the 10+1. So, how should we represent OER materials on our CORS?

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
1	ABSE 35	COURSE	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	ADULT BASIC AND SECONDARY ED	New Course
2	ABSE 36	COURSE	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	ADULT BASIC AND SECONDARY ED	New Course
3	ABSE 37	COURSE	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	ADULT BASIC AND SECONDARY ED	New Course
4	ABSE 38	COURSE	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	ADULT BASIC AND SECONDARY ED	New Course
5	ARTH 102	COURSE	Revise	1stRead	VISUAL & PERFORMING ARTS DIVISION	ART HISTORY	Nonsubstantial Change B
6	ARTH 199	COURSE	Revise	1stRead	VISUAL & PERFORMING ARTS DIVISION	ART HISTORY	Nonsubstantial Change B
7	BIOL 114	COURSE	Revise	2ndRead	BIOLOGY DIVISION	BIOLOGY	Nonsubstantial Change B
%8	CHEM 101	COURSE	Revise	OnlyR	PHYSICAL SCIENCES DIVISION	CHEMISTRY	Nonsubstantial Change A
9	CHEM 102	COURSE	Revise	TECH	PHYSICAL SCIENCES DIVISION	CHEMISTRY	Technical Change
%10	GEOL 101	COURSE	Revise	OnlyR	PHYSICAL SCIENCES DIVISION	GEOLOGY	Nonsubstantial Change A

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%11	GEOL 101H	COURSE	Revise	OnlyR	PHYSICAL SCIENCES DIVISION	GEOLOGY	Nonsubstantial Change A
%12	GEOL 105	COURSE	Revise	OnlyR	PHYSICAL SCIENCES DIVISION	GEOLOGY	Nonsubstantial Change A
13	GEOL 111	COURSE	Revise	TECH	PHYSICAL SCIENCES DIVISION	GEOLOGY	Technical Change
14	GEOL 111H	COURSE	Revise	TECH	PHYSICAL SCIENCES DIVISION	GEOLOGY	Technical Change
15	MOA 184	COURSE	Revise	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRATION	Substantial Change
16	MOA 188	COURSE	Revise	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRATION	Substantial Change
17	MOA 193	COURSE	Revise	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRATION	Substantial Change
18	MOA 194	COURSE	Revise	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRATION	Substantial Change
19	MOA 195	COURSE	Revise	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRATION	Substantial Change
20	MOA 197	COURSE	Revise	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRATION	Substantial Change
21	MUSIC 125	COURSE	Revise	1stRead	VISUAL & PERFORMING ARTS DIVISION	NON-COMMERCIAL MUSIC	Nonsubstantial Change B
22	MUSIC 126	COURSE	Revise	1stRead	VISUAL & PERFORMING ARTS DIVISION	NON-COMMERCIAL MUSIC	Nonsubstantial Change B
23	MUSIC 148	COURSE	Revise	1stRead	VISUAL & PERFORMING ARTS DIVISION	NON-COMMERCIAL MUSIC	Nonsubstantial Change B
24	MUSIC 160	COURSE	Revise	OnlyR	VISUAL & PERFORMING ARTS DIVISION	NON-COMMERCIAL MUSIC	Nonsubstantial Change A
25	MUSIC 161	COURSE	Revise	OnlyR	VISUAL & PERFORMING ARTS DIVISION	NON-COMMERCIAL MUSIC	Nonsubstantial Change A
26	PE 256	COURSE	Create	2ndRead	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	New Course
27	PE 257	COURSE	Create	2ndRead	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	New Course
28	PE 258	COURSE	Create	2ndRead	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	New Course
29	STV 151	COURSE	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	New Course
30	STV 152	COURSE	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	New Course

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31	STV 60	COURSE	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	New Course
32	STV 61	COURSE	Revise	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
33	STV 64	COURSE	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	New Course
34	STV 65	COURSE	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	New Course
35	T ART 112	COURSE	Create	2ndRead	VISUAL & PERFORMING ARTS DIVISION	THEATRE ARTS	New Course
36	Biology - AS-T	PROGRAM	Revise	2ndRead	BIOLOGY DIVISION	BIOLOGY	Substantial Change
37	Digital Photography Skill Award	PROGRAM	Create	2ndRead	VISUAL & PERFORMING ARTS DIVISION	PHOTOGRAPHY	New Program
38	Photographic Lighting Skill Award	PROGRAM	Create	2ndRead	VISUAL & PERFORMING ARTS DIVISION	PHOTOGRAPHY	New Program
39	Traditional Photography Skill Award	PROGRAM	Create	2ndRead	VISUAL & PERFORMING ARTS DIVISION	PHOTOGRAPHY	New Program

**C-ID revisions needed:**

ART 101H  
ART 107  
ART 108  
ECON 102H  
MUSIC 211  
MUSIC 236  
MUSIC 237

**CoDE Addenda That Need to Be Renewed this Semester**

LING 101  
ARCH 229

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ARCH 230  
FIRE 106  
FIRE 108  
FIRE 114  
ART 101  
MUS 127  
T ART 101

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

**DUE DATE: 2/14/20**

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

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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: 6/12/2019, or 2/15/19 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)

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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)