

Agenda  
Curriculum and Instruction Committee  
March 27, 2019

**Glendale Community College  
Curriculum & Instruction Committee  
Agenda  
Wednesday, March 27, 2019  
1:40p.m., SG 138**

**Approval of Minutes**

March 13, 2019 Curriculum & Instruction Committee

**I. Announcements**

**C-ID revisions needed:**

~~ADMJ 116~~  
ART 101H  
ART 107  
ART 108  
ECON 102H  
~~MATH 100~~  
~~MATH 110~~  
MUSIC 211  
MUSIC 236  
MUSIC 237

**CoDE Approved DE Addenda**

HIT 182, 194, 195, 196  
ART 132, 250  
ESL 133, 136  
BUSAD 113, 115, 131, 135, 136, 141, 144, 145, 162, 165, 166, 175, 176, 180, 185, 202, 204

**These programs need a catalog**

**(program) description:**

**DUE DATE: 6/12/2019, or 2/15/19 if  
you'd like this information to appear**

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**in the next GCC Catalog and are making no other changes to the program**

AA/AA Degrees and Certificates

Accounting  
Addiction Studies Counseling  
Visual Arts - Animation

Art

Visual Arts - Two/Three dimensional

~~Biology~~

Bookkeeping

Business Administration

Entrepreneurship/Small Business

Financial Planning and Investment

General Business

International Business

~~Engineering Technology – CAD & Design~~

Drafting

Foreign Language

~~Visual Arts – Graphic Design~~

~~Health Science~~

Insurance Specialist: Property & Casualty

Interdisciplinary Humanities

Machinist

Management

Marketing

Visual Arts - Media Arts

Music

Visual Arts - Photography

Registered Nursing

~~Social Science~~

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Speech Communication  
Welding

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)
Child Development AS Degree or Certificate	(General description 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)
English AA Degree	(Needs to add units to end of description)
Fire Technology AS Degree or Certificate	(Needs to be shorter--no more than 3 sentences); (Needs to add units to end of description)
<del>Foreign Language AA Degree or Certificate (Armenian, French, Italian, Japanese, Spanish)</del>	(Needs to be shorter--no more than 3 sentences)

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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)

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)

**CMS Update—Review of current glitches**

**Curriculum Institute 2019—July 10-13 in Burlingame**

**AA 19-11: Revised unit threshold for Certificates of Achievement (Rohrbacher)**

**What Do We Expect from a COR—Methods of Instruction and Textbooks (Rohrbacher)**

Methods of Instruction:

Lists ways that instruction is delivered

Should tie into course objectives

Can include a variety of strategies (eg: lecture, lab, multimedia, collaborative learning, etc.)

Textbooks:

Should be current (within five years)—our transfer partners do look at our textbooks

If using an out of date text, provide justification

Texts also signify the rigor of the course

**II. New Business**

Articulation update (**Cortes**)

**III. New Business (Curriculum Action Items)**

Item #	Proposal Name	Type	Action	Stage	Division	Department	Level Change
1	ANTHR 48	COURSE	Revise	Info	SOCIAL SCIENCES DIVISION	ANTHROPOLOGY	Technical
2	ARCH 109	COURSE	Create	1stRead	TECHNOLOGY & AVIATION DIVISION	ARCHITECTURE	New Course
3	ARCH 143	COURSE	Create	1stRead	TECHNOLOGY & AVIATION DIVISION	ARCHITECTURE	New Course
4	ENGL 199	COURSE	Revise	2ndRead	ENGLISH DIVISION	DEVELOPMENTAL ENGLISH	Nonsubstantial Change B
5	ENGR 121	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	ENGINEERING TECHNOLOGY (21)	Nonsubstantial Change A
6	ENGR 151	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	ENGINEERING TECHNOLOGY (21)	NonSubstantial Change A
7	ESL 136	COURSE	REVISE	IstRead	CREDIT ESL	ESL READING/VOCABULARY	NonSubstantial Change B
8	GEOG 160	COURSE	Revise	Info	SOCIAL SCIENCES DIVISION	GEOGRAPHY	Technical
9	HIST 48	COURSE	Revise	Info	SOCIAL SCIENCES DIVISION	HISTORY	Technical
10	MATH 112	COURSE	Revise	1stRead	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change B
11	MATH 112+	COURSE	Create	1stRead	MATHEMATICS DIVISION	TRANSFER MATH	New Course
12	MATH 136+	COURSE	Create	1stRead	MATHEMATICS DIVISION	TRANSFER MATH	New Course

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13	POL S 48	COURSE	Revise	Info	SOCIAL SCIENCES DIVISION	POLITICAL SCIENCE	Technical
14	SOC 102	COURSE	Revise	OnlyR	SOCIAL SCIENCES DIVISION	SOCIOLOGY	Nonsubstantial Change A
15	SOC 48	COURSE	Revise	Info	SOCIAL SCIENCES DIVISION	SOCIOLOGY	Technical
16	SOC S 134	COURSE	Delete	OnlyR	SOCIAL SCIENCES DIVISION	SOCIAL SCIENCE	Nonsubstantial Change A
17	STV 100	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
18	STV 101	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
19	STV 11	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
20	STV 111	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
21	STV 113	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
22	STV 12	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
23	STV 13	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
24	STV 138	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
25	STV 14	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B

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26	STV 140	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
27	STV 150	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
28	STV 21	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
29	STV 22	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
30	STV 23	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
31	STV 250	COURSE	Create	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	New Course
32	STV 31	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
33	STV 33	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
34	STV 34	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
35	STV 40	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
36	STV 50	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
37	STV 61	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
38	STV 62	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
39	STV 63	COURSE	Create	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	New Course
40	STV 70	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B

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41	STV 80	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
42	STV 90	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
43	STV 91	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
44	STV 95	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
45	STV 97	COURSE	Revise	1stRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	Nonsubstantial Change B
46	T ART 104	COURSE	Revise	2ndRead	VISUAL & PERFORMING ARTS DIVISION	THEATRE ARTS	Nonsubstantial Change B
47	Philosophy - AA-T	PROGRAM	Revise	1stRead	SOCIAL SCIENCES DIVISION	PHILOSOPHY	Substantial Change