

Glendale Community College
Curriculum & Instruction Committee
Minutes
Wednesday, May 12, 2021; 2:00 p.m. via Zoom

Present (Voting Members): Michael Ritterbrown (Co-Chair), Francien Rohrbacher (Co-Chair), Erin Calderone, Susie Chin (proxy for Aisha Conner-Gaten), Maria Czech, Byron Delto, Catherine Dudley, Flavio Frontini, Jayson Helgeson, Chris Herwerth, Maria Kretzmann, Beth Kronbeck, Araik Eric Margaryan, Paul Mayer, Brian McDonald, Suzanne Palermo, Joanna Parypinski, Rita Zobayan

Present (Resource, Non-Voting): Agnes Eguaras, Ed Karpp, Jolie Morris, Piper Rooney, Freddy Saucedo, Nancy Traynor, Yvette Ybarra, Terrence Yu

Guests: Jorge Palma, Sonali Perera, Curtis Potter, Karoline Rostamiani

Absent: Sevada Chamras, Aisha Conner-Gaten, Richard Cortes

Call to Order

C&I Committee Co-Chair Francien Rohrbacher called the meeting to order at 2:04 p.m.

Approval of Minutes

MSC (Rohrbacher/Dudley) to approve the minutes of April 28, 2021 Curriculum & Instruction Committee.

I. Announcements

Congratulations to Beth Kronbeck, this year's recipient of the Distinguished Faculty Award.

Preliminary Review. Next Preliminary Review deadline is August 6, 2021. Francien will be holding office hours for the first 10 weeks of summer session. Please contact her if you have questions on proposals you would like to submit.

Last CoDE Deadline for Spring 2021. The last CoDE deadline this semester is June 11, 2021. Courses which are being revised and are scheduled for Summer and/or Fall 2021 should be approved at the May 26th or June 9th C&I meeting. Please contact your CoDE rep regarding DE Addenda approval.

Academic Senate 2021 Curriculum Institute, July 7-9. Please consider attending the virtual event. Registration is \$200 before June 9 and \$250 after June 9. Deadline to register is June 30. The District will reimburse you the registration fee. Please go through your respective divisions to have the reimbursement processed. Event website:

<https://www.asccc.org/events/2021-07-07-150000-2021-07-09-220000/2021-curriculum-institute-virtual-event>

Course Outlines. Francien sent the list of outdated course outlines which are currently in the approval process. These courses are scheduled to be taught in the Summer and/or Fall. Except for MOA 50, courses which are highlighted in yellow risk being canceled. Please contact Francien as soon as possible.

II. Ongoing Business

The Role of C&I in promoting DEIA. Francien shared what other California community colleges, such as Hartnell College and Las Positas College, are doing to promote DEIA in their curriculum, and the link to a webinar of the ASCCC Guided Pathways Taskforce. She suggested discussing the committee's plan to further promote DEIA at the September 8th C&I meeting, which should have a light agenda. She would like to reach out to Dr. Ritterbrown, Academic Senate Pres. Roger Dickes, and April Bey, chair of the Academic Senate DEI Subcommittee, about having a DEI rep to serve as a resource person in C&I.

Daphne Dionisio, Innovation Grant Director, asked Francien about creating Canvas lessons built around the equity guide. Francien will forward names to Daphne. Please let her know if you may be interested.
(ACCJC Standard II.A.7)

III. New Business

Articulation Update. Richard sent the list of GE review decisions. Ethnic Studies courses were denied. Richard will work with Instructor Fabiola Torres to get them approved. Francien will forward Richard's email with the GE decisions to the whole committee.

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2	CAM 210	COURSE	Revise	2ndRead	TECHNOLOGY & AVIATION DIVISION	COMPUTER AIDED MANUFACTURING	Nonsubstantial Change B	Carried	Herwerth/Kretzmann
3	CAM 241	COURSE	Create	2ndRead	TECHNOLOGY & AVIATION DIVISION	COMPUTER AIDED MANUFACTURING	New Course		
4	CAM 260	COURSE	Create	2ndRead	TECHNOLOGY & AVIATION DIVISION	COMPUTER AIDED MANUFACTURING	New Course		
Palma: Item 2 needed lab component; converted 3-unit lecture to 1-unit lecture and 2-unit lab.									
Item 3 more advanced; converted 1-unit lecture to 2-unit lab. Item 4 complex programming.									
Items 2, 3, and 4 were taken together.									
5	CHLDV 160	COURSE	Revise	2ndRead	SOCIAL SCIENCES DIVISION	CHILD DEVELOPMENT	Nonsubstantial Change B	Carried	Kronbeck/Mayer
Kronbeck: Changed catalog description, content , exit standards, SLOs and out-of-class assignments									
to match title change from "Young Children" to "Children and Adolescents."									
Will change one more place in catalog statement to add "adolescents." (ACCJC Standard II.A.3)									
6	ENTRE 103	COURSE	Create	2ndRead	BUSINESS DIVISION	ENTREPRENEURSHIP	New Course	Carried	Margaryan/Frontini
Margaryan: Added Note regarding credit for mirror course BUSAD 158; deleted entry standards.									
7	ESL 33	COURSE	Create	2ndRead	NONCREDIT ESL	ESL NON-CREDIT	New Course	Carried	Mayer/Kretzmann
8	ESL 41	COURSE	Create	2ndRead	NONCREDIT ESL	ESL NON-CREDIT	New Course		
Mayer: Required 2nd read because new courses.									
Items 7 and 8 were taken together.									
9	MOA 190	COURSE	Create	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRATION	New Course	Carried	Margaryan/Kretzmann
10	MOA 191	COURSE	Create	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE	New Course		

						ADMINISTRATI ON			
11	MOA 192	COURSE	Create	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRATI ON	New Course		
Perera: Minor corrections, finished edits. Courses part of health care administration certificate.									
Rohrbacher will check entry and exit standards; English 100 not showing selected.									
Items 9, 10, and 11 were taken together.									
12	PSYCH 104	COURSE	Revise	2ndRead	SOCIAL SCIENCES DIVISION	PSYCHOLOGY	Nonsubstant ial Change B	Carried	Kronbeck/Kretzmann
Kronbeck: Corrected TOP Code.									
13	Biological Sciences - AS Degree	PROGRA M	Revise	2ndRead	BIOLOGY DIVISION	BIOLOGY	Substantial Change	Carried	Kretzmann/McDonald
14	Biology - AS-T	PROGRA M	Revise	2ndRead	BIOLOGY DIVISION	BIOLOGY	Substantial Change		
Kretzmann: Changed PLOs to reflect GP. First PLO is skill-based (correct use of lab equipment, examine and interpret data); second PLO is attainment-based (degree or transfer). (ACCJC Standards II.A.3, 11, 13)									
Items 13 and 14 were taken together.									
1st Reads									
15	ADMJ 160	COURSE	Create	1stRead	TECHNOLOGY & AVIATION DIVISION	ADMINISTRATI ON OF JUSTICE	New Course	Carried	Herwerth/McDonald
Potter: Used C-ID descriptor with C&I suggestions; changed justification, methods of eval, recommended prep, prereqs.									
Item 15 to return for 2nd Read.									
16%	AT 119	COURSE	Create	1stRead	TECHNOLOGY & AVIATION DIVISION	PILOT TRAINING	New Course	Carried	Herwerth/Kronbeck
MSC to review and approve change in advisories for Item 16								Carried	Herwerth/Czech
Potter: Specialized flight training; refresher before exam.									
17	Registered Nursing - AS Degree	PROGRA M	Revise	1stRead	HEALTH SCIENCES DIVISION	NURSING SCIENCE	Substantial Change	Carried	Dudley/Frontini

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18	Registered Nursing - Certificate	PROGRAM	Revise	1stRead	HEALTH SCIENCES DIVISION	NURSING SCIENCE	Substantial Change
	Dudley: Updated LMI data, added Board meetings, updated catalog descriptions, PLOs. (ACCJC Standard II.A.3)						
	Traynor: Need clarification from division if total prereqs part of program and about MATH 101 "eligibility."						
	Kretzmann: PLO narrative above SLO description box is different from SLO. Dudley will fix.						
	Dudley will meet with division. Will consider changing SLO #3 regarding employment.						
	Saucedo: Recommend using living wage attainment, much more current. (ACCJC Standard II.A.14)						
	Items 17 and 18 were taken together.						

V. Adjournment

The meeting was adjourned at 3:27 p.m.

Next meeting: Wednesday, May 26, 2021; 2-4 p.m. via Zoom

Minutes recorded and transcribed by Nonah Maffit.