

Minutes
Curriculum and Instruction Committee
June 13, 2018

**Glendale Community College
Curriculum & Instruction Committee**

Minutes

Wednesday, June 13, 2018

1:40p.m., SG 137

Co-Chairs: Francien Rohrbacher and Michael Ritterbrown called the meeting to order at 1:40 p.m.

Voting Members Present: Mary Elizabeth Barrett, Erin Calderone, Susie Chin, Richard Cortes, Maria Czech, Flavio Frontini, Julie Gamberg, Jayson Helgeson, Maria Kretzmann, Kevin Mack, Paul Mayer, Carol Paxton, Scott Rubke

Resources Present: Edward Karpp, Jolie Morris, Nancy Traynor, Freddy Saucedo, Yvette Ybarra, Terrence Yu

Minutes Recorder: Patrik Namagardi

Guests Present: Abraham Baca, Rafael Cardona (Proxy for Eric Margaryan), Sona Donoyan

Absent: Tina Andersen-Wahlberg, Mark Bowen, Byron Delto, Agnes Eguaras, Kohar Kesian, Araik Eric Margaryan, Brian McDonald, Arda Najarian, Jan Swinton, Fabiola Torres

Approval of Minutes

MSC (**Frontini/Gamberg**) to approve the minutes of May 23, 2018 Curriculum & Instruction Committee

I. Announcements

C-ID revisions needed:

ADMJ-116
ART 101H
ART 107

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ART 108
ECON 102H
~~MATH 100~~
~~MATH 110~~
MUSIC 211
MUSIC 236
MUSIC 237

CoDE Approved DE Addenda

None

Eligibility Language for Recommended Preps and Prerequisites/Co-requisites (Rohrbacher)

Under preconditions, if a course has “eligibility for” then you have to choose the course that is one level below. Paul Mayer had a concern about students who take English 101+ thinking they already have mastered the English 120 skills. English 101+ is still in a piloting phase and we are seeing how this course works out and this trial is expected to continue for a couple of semesters. We will need to see what the success rates are for this course. It would be good to see what the data looks like after two semesters.

Making comments on proposals (Rohrbacher)

There are mixed feelings in regards to making positive comments like “good job”. We will be taking more suggestions on how to make this efficient for everyone. We will talk to Pedro and maybe suggest an option where rolling the mouse over the dialog box will show the comment(s).

II. New Business

Meta-Majors (Rohrbacher/Ritterbrown/Cortes)

This is still in the early stages in the process. What we see is not the final product--it is just getting something on paper to start discussions. Paul Mayer recommends that we should have a meta major for students going into teaching because we are one of the closest community colleges to the subject of teaching and we have a lot of students who transfer to CSUN to get their teaching credentials. Flavio Frontini recommends that we use names/titles of disciplines that high school students will be able to recognize. For example, not a lot of high school students will understand what Humanities is. Dr. Ritterbrown noted that what we are presented with on the current paper are not the names we will be using but instead there to start discussion and see what is best for students. Dr. Ritterbrown and Dr. Davis state that there is a broad spectrum of careers with each meta major. With having this information on paper and starting discussions, instructors can suggest where their programs and certificates go

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because they are the subject experts. This list is just a starting point. According to Dr. Ritterbrown, meta majors provide a starting point for students. This is like a basic direction for students but without locking them in a specific path. It is just having them explore the broad subject then choosing a specific. It was also suggested that we ask students to tie their major objectives to a career or a more tangible outcome. Basically, it will be up to faculty and students to decide what meta-majors we choose, and what terms we use to describe meta-majors (we probably won't use that term). We should also look at all programs that we offer and assess the similarity between the programs, both in terms of goals and courses that are offered in each program, because similar programs could be categorized under the same meta-major.

Articulation update (**Cortes**)

None—see email about UC TCA and IGETC Approvals

III. New Business (Curriculum Action Items)

Item #	Proposal Name	Type	Action	Division	Department	Level Change	Stage	Motion	First&Second
1	BUSAD 163	COURSE	Create	BUSINESS DIVISION	BUSINESS ADMINISTRATION	New Course	2ndRead	Carried/ Unanimous	Frontini/ Rubke
	Cardona: The job market for social marketing is increasing.								
	Cardona: This course is an effort to get a certification program for us.								
	Mack: An example of a project in the course outline will be helpful.								
	Cardona: We do a mock social media plan as a project.								
	Rohrbacher: This is a perfect example.								
2	CULIN 116	COURSE	Revise	TECHNOLOGY & AVIATION DIVISION	CULINARY ARTS	Nonsubstantial Change B	2ndRead	Carried/ Unanimous	Mayer/Cortes
3	EMT 138	COURSE	Create	HEALTH SCIENCES DIVISION	EMERGENCY MEDICAL TECHNOLOGY	New Course	2ndRead	Carried/ Unanimous	Mack/ Calderone

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4	EMT 139	COURSE	Revise	HEALTH SCIENCES DIVISION	EMERGENCY MEDICAL TECHNOLOGY	Substantial Change	2ndRead		
5	EMT 140	COURSE	Revise	HEALTH SCIENCES DIVISION	EMERGENCY MEDICAL TECHNOLOGY	Substantial Change	2ndRead		
Baca: The issue about EMT 138 being only for high school students was discussed. Also the one exit standard that was discussed was corrected.									
Baca: The issue with the prerequisites for EMT 139 were corrected.									
Baca: Had to increase units in EMT 139 because of state certification regulations									
Items #3-5 were taken together.									
6	ENGR 141	COURSE	Create	TECHNOLOGY & AVIATION DIVISION	ENGINEERING, GENERAL (15)	New Course	2ndRead	Carried/ Unanimous	Rubke/ Frontini
7	ENGR 140	COURSE	Revise	TECHNOLOGY & AVIATION DIVISION	ENGINEERING, GENERAL (15)	Nonsubstantial Change B	2ndRead		
Rubke: ENGR 140 was modified to better fit the CID descriptors and ENGR 141 is the lab component for that course.									
Items #6 and #7 were taken together.									
8	ESL 35	COURSE	Create	NONCREDIT ESL	ESL NON-CREDIT	New Course	2ndRead	Carried/ Unanimous	Mayer/ Kretzmann
9	ESL 45	COURSE	Create	NONCREDIT ESL	ESL NON-CREDIT	New Course	2ndRead		
10	ESL 57	COURSE	Create	NONCREDIT ESL	ESL NON-CREDIT	New Course	2ndRead		
11	ESL 85	COURSE	Create	NONCREDIT ESL	ESL NON-CREDIT	New Course	2ndRead		
Mayer: All courses had an issue with the prerequisites populating, but this was taken care of.									
Items #8-11 were taken together.									
12	GEOG 101	COURSE	Revise	SOCIAL SCIENCES DIVISION	GEOGRAPHY	Nonsubstantial Change B	2ndRead	Carried/ Unanimous	Mack/ Frontini

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13	HRM 256	COURSE	Revise	TECHNOLOGY & AVIATION DIVISION	HOTEL RESTAURANT MANAGEMENT	Nonsubstantial Change B	2ndRead		
14	HUMAN 106	COURSE	Revise	ENGLISH DIVISION	HUMANITIES	Substantial Change	2ndRead	Carried/ Unanimous	Gamberg/ Cortes
Gamberg: All suggested changes were made.									
15	KIN 50	COURSE	Create	KINESIOLOGY DIVISION	KINESIOLOGY	New Course	2ndRead	Carried/ Unanimous	Calderone/ Rubke
16	NUTR 201	COURSE	Create	TECHNOLOGY & AVIATION DIVISION	NUTRITION	New Course	2ndRead		
Donoyan: The only change for items #2 and #13 was a defined grading system. For Item #16, information was added to the course description.									
Mack: Why is there 22 exit standards for a course?									
Donoyan: This is dictated by the competencies and skills for the Certified Dietary Manager which is required by the state. It prepares the ground for									
when the laws become final.									
Items #2, #13, and #16 were taken together.									
17	PHOTO 105	COURSE	Revise	VISUAL & PERFORMING ARTS DIVISION	PHOTOGRAPHY	Substantial Change	2ndRead	Carried/ Unanimous	Helgeson/ Cortes
Helgeson: This course had a number change to make it closer to its prerequisite, a name change, a units change, and text in the entry standards									
were updated.									
18	PE 50	COURSE	Delete	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	Nonsubstantial Change A	OnlyR		
19	PE 216	COURSE	Create	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	New Course	2ndRead		
20	PE 218	COURSE	Create	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	New Course	2ndRead		
21	PE 219	COURSE	Create	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	New Course	2ndRead		

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22	PE 220	COURSE	Create	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	New Course	2ndRead		
23	PE 221	COURSE	Create	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	New Course	2ndRead		
Calderone: There were no changes made during the first read because there was no feedback or concerns. PE 50 is replacing									
	KIN 50.								
Items #15, #18-23 were taken together.									
24	SOC S 127	COURSE	Revise	SOCIAL SCIENCES DIVISION	SOCIAL SCIENCE	Nonsubstantial Change B	2ndRead		
25	SOC 108	COURSE	Create	SOCIAL SCIENCES DIVISION	SOCIOLOGY	New Course	2ndRead		
26	Architectural Commercial Design Skill Award	PROGRAM	Create	TECHNOLOGY & AVIATION DIVISION	ARCHITECTURE	New Program	2ndRead	Carried/ Unanimous	Rubke/ Cortes
27	Architectural Interior Design Skill Award	PROGRAM	Create	TECHNOLOGY & AVIATION DIVISION	ARCHITECTURE	New Program	2ndRead		
Rohrbacher: The net annual labor demand information was received and updated.									
Items #26 and #27 were taken together.									
28	Elementary Teacher Education	PROGRAM	Create	SOCIAL SCIENCES DIVISION	CHILD DEVELOPMENT	New Program	2ndRead		
Mack: Item #12 is being aligned with the other Geography courses and going through a standard revision. Item # 24 is going through a USTCA review.									
Items #12, #24, #25, and #28 were taken together.									