

Minutes
Curriculum and Instruction Committee
March 28, 2018

**Glendale Community College
Curriculum & Instruction Committee**

Minutes

Wednesday, March 28, 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: Mark Bowen, Erin Calderone, Susie Chin, Richard Cortes, Byron Delto, Julie Gamberg, Jayson Helgeson, Kohar Kesian, Maria Kretzmann, Kevin Mack, Araik Eric Margaryan, Paul Mayer, Brian Mc Donald, Carol Paxton, Scott Rubke

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

Minutes Recorder: Patrik Namagardi

Guests Present: Glenn Gardner

Absent: Tina Andersen-Wahlberg Mary Elizabeth Barrett, Agnes Eguaras, Maria Czech, Flavio Frontini, Arda Najarian, Alfred Ramirez, Jan Swinton, Fabiola Torres, Yvette Ybarra

Approval of Minutes

MSC (Gamberg/Margaryan) to approve the minutes of March 14, 2017 Curriculum & Instruction Committee

I. Announcements

C-ID revisions needed:

ADMJ 116

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

CoDE Approved DE Addenda—all have been turned on for distance education in CMS:
These are the most recent DE Addenda that have been approved. This list was provided to us by Alexa.

- 1.1. FIRE 108 (TAD)
- 1.2. FIRE 114 (TAD)
- 1.3. ART 101 (VPAD)
- 1.4. ART 102 (VPAD)
- 1.5. ART 133 (VPAD)
- 1.6. STDV 101 (STDV)
- 1.7. STDV 125 (STDV)
- 1.8. SPCH 104 (LAD)
- 1.9. ACCTG 150 (BUSD)
- 1.10. ACCTG 160 (BUSD)
- 1.11. ACCTG 165 (BUSD)
- 1.12. ACCTG 250 (BUSD)

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- 1.13. CSIS 183 (BUSD)
- 1.14. CSIS 186 (BUSD)
- 1.15. CSIS 151 (BUSD)
- 1.16. CSIS 157 (BUSD)
- 1.17. CSIS 166 (BUSD)
- 1.18. CSIS 180 (BUSD)
- 1.19. CSIS 185 (BUSD)
- 1.20. ENTRE 101 (BUSD)
- 1.21. HIT 193 (BUSD)
- 1.22. HIT 197 (BUSD)
- 1.23. MOA 185 (BUSD)
- 1.24. ASTRO 110 (PSD)
- 1.25. ASTRO 120 (PSD)
- 1.26. SPAN 115 (LAD)
- 1.27. MCOMM 120 (LAD)

Submit CMS requests to Francien by April 5 for April 12 preliminary review deadline.

Revising existing programs/certificates/skill awards in CMS

Currently what Patrik and Francien do when we enter programs/certificates into CMS is to put just what is in the catalog (catalog description or program learning outcomes and required courses). When C&I reps are revising or creating programs, please fill out all the narratives (program goals, catalog statement, CTE information). All possible fields need to be filled out for degrees, certificates, and skill awards, since that information is not already in CMS.

From the Senate:

Senate Resolution on course repeatability- Piper wanted this to be looked at during C&I for informative purposes. The senate believes that in certain courses, repeatability is a good thing and that students can benefit from this. They are planning to present it at the Area C Plenary in April.

Humanities update- Piper has been working with the chairs for the housing of Humanities. This will still be housed under English and faculty with minimum FSA qualifications can teach these courses. We have been out of compliance with Humanities for some time in terms of whom we allow to teach the course. The instructor needs to have a Masters in Humanities or an equivalency in the content area (Social Sciences, Philosophy, etc.). The state does not allow Humanities to be interdisciplinary so a solution can be to assign disciplines. The division chairs will assign faculty with the correct FSA to teach the Humanities classes in their discipline.

II. New Business

Articulation update (**Cortes**)

Reminder: New courses take a while to be vetted through the system. Give it at least a year.

III. New Business (Curriculum Action Items)

Item #	Proposal Name	Type	Action	DVSN	DPT	Level Change	Stage	Motion	First&Second
1	ESL 115	COURSE	Revise	CREDIT ESL DIVISION	ESL LISTENING/SPEAKING	Substantial Change	1stRead	carried/unanimous	McDonald/Kretzmann
2	ESL 125	COURSE	Revise	CREDIT ESL DIVISION	ESL LISTENING/SPEAKING	Nonsubstantial Change B	1stRead		
3	ESL 135	COURSE	Revise	CREDIT ESL DIVISION	ESL LISTENING/SPEAKING	Nonsubstantial Change B	1stRead		
4	ESL 145	COURSE	Revise	CREDIT ESL DIVISION	ESL LISTENING/SPEAKING	Nonsubstantial Change B	1stRead		

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5	ESL 155	COURSE	Revise	CREDIT ESL DIVISION	ESL LISTENING/ SPEAKING	Nonsubstantial Change B	1stRead		
Gardner: Units and hours are now aligned for all courses. Students can now take all 12 units of these courses. Standards and outcomes have been modified and the SLO's are updated as well. Aligned more with grammar and vocabulary classes.									
Mack: Out of class assignments are confusing (assignment #4), so an example would be helpful (learning comprehension summaries)									
Traynor: Need to add the language about test score prerequisite in narrative box under prerequisites in section 3									
Items 1-5 were taken together.									
6	ART 130	COURSE	Revise	VISUAL & PERFORMING ARTS	GRAPHIC DESIGN	Substantial Change	2ndRead	carried/ unanimous	Helgeson/ Gamberg
7	ART 138	COURSE	Revise	VISUAL & PERFORMING ARTS DIVISION	GRAPHIC DESIGN	Substantial Change	2ndRead		
Items 6 & 7 were taken together.									
8	PE 50	COURSE	Revise	KINESIOLOGY DIVISION	PHYSICAL EDUCATION	Nonsubstantial Change A	1stRead	tabled/NAY unanimous	Calderone/ Paxton
Calderone: Name going to be changed from PE 50 to KIN 50 because content is more aligned with KIN than PE.									
Cortes: Delete this proposal and make PE 50 inactive, then create a new proposal under KIN 50.									
Calderone: Keep PE 50 active until KIN 50 gets approved, then will archive PE 50.									
9	PHY 103	COURSE	Revise	PHYSICAL SCIENCES DIVISION	PHYSICS	Nonsubstantial Change B	1stRead	carried/ unanimous	Bowen/ Kretzmann
Bowen: The course content, SLOs, and catalog description have been updated.									
Morris: Change the title on CMS and this has been noted to align with the title coming through in the next catalog. Units in CMS match the units in the new catalog.									
Bowen: Move wording about how PHYS 102 and 103 can be taken out of order to catalog note.									
Morris: Title has been changed to Physics for Scientists and Engineers C									