Glendale Community College Curriculum & Instruction Committee Minutes

Wednesday, November 10, 2021; 2:00 p.m. via Zoom

Present (Voting Members): Michael Ritterbrown (Co-Chair), Erin Calderone, Aisha Conner-Gaten, Maria Czech, Byron Delto, Jayson Helgeson, Chris Herwerth, Kohar Kesian, Maria Kretzmann, Beth Kronbeck, Araik Eric Margaryan, Paul Mayer, Brian McDonald, Suzanne Palermo, Joanna Parypinski, Rita Zobayan

Present (Resource, Non-Voting): Richard Cortes, Agnes Eguaras, Alexandra Evans, Ed Karpp, Jolie Morris, Piper Rooney, Nancy Traynor, Yvette Ybarra

Absent (Voting Members): Sevada Chamras, Reut Cohen Schorr

Guests: Roger Dickes, Richard Neufeld, Karoline Rostamiani

Call to Order

C&I Committee Co-Chair Michael Ritterbrown called the meeting to order at 2:08 p.m.

Approval of Minutes

MSC (McDonald/Calderone) to approve the minutes of October 27, 2021 Curriculum & Instruction Committee.

I. Announcements

Preliminary Review. The next preliminary review deadline for cyclical revisions is January 13, 2022. If you have course outlines that need corrections or have advisories that need to be updated, please submit them through Fall 2021. The deadlines to submit them are November 17 for the November 24th agenda and December 1 for the December 8th agenda.

CORs Cyclical Review. The updated list of course outlines which need cyclical review before Winter/Spring 2022 were listed on the Agenda. These must be submitted by end of Fall 2021.

II. Ongoing Business

DE Addendum Form in CMS (Rooney). There continues to be technical problems with the form. They should be resolved soon.

III. New Business

Curriculum Database (Ritterbrown, Traynor). Dr. Ritterbrown and Nancy met with IT. IT is ready to support the transition from CMS to eLumen. A large-scale eLumen demo will be scheduled soon. Please invite whomever you think would be interested.

Dr. Ritterbrown reiterated that we would need to prepare for the transition. He will request data transfer in a flat file from CMS. We should anticipate problems with the transfer and ensure that all information will have migrated correctly. Ideally, he hopes to beta-test elumen in the summer and start using it for the Fall curriculum cycle.

Articulation (Cortes). Richard shared the PowerPoint file of the ASCCC Curriculum Regional, which was held in October. He discussed takeaways such as Assembly Bill 982 (Student Transfer Achievement Reform Act) and AB 1111 (Common Course Numbering System).

Please note IGETC submissions are due in December.

IV. <u>Curriculum Action Items</u> (ACCJC Standard II.A.16)

					,				
Items with	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
(*) need									
to be									
reviewed.									
Items with									
(%) have									

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rage 3 Oi										
new or revised advisories.										
	Only R									
*1	ACCTG 150	COURSE	Revise	OnlyR	BUSINESS DIVISION	ACCOUNTING	Nonsubstantial (Change A	Carried	Margaryan/Parypinski
	Margaryan: Per c	ommittee su	iggestion, c	onsulted w	ith division and	removed entry st	andards.			
2%	ENGL 111	COURSE	Revise	OnlyR	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial (Change A	Carried	Parypinski/Calderone
3%	ENGL 130	COURSE	Revise	OnlyR	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial (Change A		
4%	HUMAN 106	COURSE	Revise	OnlyR	ENGLISH DIVISION	HUMANITIES	Nonsubstantial (Change A		
	MSC to approve	change in ad	visories for	Items 2, 3,	and 4.				Carried	Parypinski/Kretzmann
	Parypinski: Chang	ged prereq E	NGL 120 to	recomme	nded prep ENGL	100 or ESL 151.				
	Items 2, 3, and 4	were taken t	together.							
	1st Read									
5%	ENGL 101	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial (Change B	Carried	Parypinski/Kretzmann
6%	ENGL 101+	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial (Change B		
7%	ENGL 101H	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial (Change B		
8%	ENGL 103	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial (Change B		
9%	ENGL 105	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial (Change B		
10%	ENGL 106	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial (Change B		
11%	ENGL 109	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial (Change B		
12%	ENGL 112	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial (Change B		
13%	ENGL 122	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial (Change B		

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- 0										
14%	ENGL 123	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial Change B			
15%	ENGL 125	COURSE	Revise	1stRead	ENGLISH	TRANSFER	Nonsubstantial Change B			
1370	21102 123	COUNSE	INCVISC	13011000	DIVISION	ENGLISH	Tronsabstantian	change B		
16%	ENGL 127	COURSE	Revise	1stRead	ENGLISH	TRANSFER	Nonsubstantial (^hange B		
1070	LINGE 127	COUNSE	INCVISC	istricad	DIVISION	ENGLISH	Nonsabstantial	change b		
	MSC to approve c	hange in ad	visories for	Items 5 thr		ENGLISH			Carried	Parypinski/McDonald
	Parypinski: Chang					100 or FSL 151			Carrica	T di ypinski/iviebonala
	MSC to approve It				lued prep LivoL	100 01 131 131.			Carried	Parypinski/Kretzmann
	• •			illu Neau.					Carried	Taryphiskij kretzmami
	Items 5 through 1 together.	6 were take	en							
*17	ESL 80	COURSE	Revise	1stRead	NONCREDIT	ESL NON-	Substantial Char		Carried	Mayer/Kretzmann
.17	ESL 80	COURSE	Revise	Istread	ESL	CREDIT	Substantial Char	ige	Carried	Mayer/Kretzmann
*18	ESL 81	COURSE	Revise	1stRead	NONCREDIT	ESL NON-	Substantial Char	200		
10	E3F 91	COURSE	Revise	ISLREAU	ESL	CREDIT	Substantial Change			
*19	ESL 82	COURSE	Revise	1stRead	NONCREDIT	ESL NON-	Substantial Change			
19	LJL 02	COURSE	Revise	Istreau	ESL	CREDIT	Substantial Change			
	Mayer: Changed S	I Os evit st:	andards co	lirse contei						
	Zobayan's	olos, exit sta	aridards, co	dise contei	it, catalog state	ments. i ei				
	suggestion, will ac	dd "disabiliti	ies" to dive	rsity line in	course content	for all 4. (ACCJC S	tandard II.A.7)			
	Kretzmann: Sugge									
	add.				•		,			
	Traynor: Items 18	and 19 hav	e Pass/No P	ass as opti	on.					
	Mayer: Will remo					dd missing SLO in	Item 18.			
	Will replace "is de	-	-							
	statement.									
	Items 17 through	19 will retu	rn for 2nd R	Read.						
	Items 17 through									
	together.									
*20	ESL 90	COURSE	Revise	1stRead	NONCREDIT	ESL NON-	Substantial Char	nge	Carried	Mayer/Kronbeck
					ESL	CREDIT		5		, , , , , , , , , , , , , , , , , , , ,
	Mayer: Citizenshi	p course. Ch	anged cata	log stateme	ent, updated SLC	Os, exit standards	, course content.			
	(ACCJC Standard I									
	MSC to approve It	tem 20 for 2	nd Read.						Carried	Mayer/Czech

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21%	HUMAN 105	COURSE	Revise	1stRead	ENGLISH DIVISION	HUMANITIES	Nonsubstantial Change B		Carried	Parypinski/Calderone
22%	HUMAN 105H	COURSE	Revise	1stRead	ENGLISH DIVISION	HUMANITIES	Nonsubstantial Change B			
23%	HUMAN 110	COURSE	Revise	1stRead	ENGLISH DIVISION	HUMANITIES	Nonsubstantial (Change B		
24%	HUMAN 111	COURSE	Revise	1stRead	ENGLISH DIVISION	HUMANITIES	Nonsubstantial (Change B		
25%	HUMAN 115	COURSE	Revise	1stRead	ENGLISH DIVISION	HUMANITIES	Nonsubstantial (Change B		
26%	HUMAN 117	COURSE	Revise	1stRead	ENGLISH DIVISION	HUMANITIES	Nonsubstantial Change B			
27%	HUMAN 125	COURSE	Revise	1stRead	ENGLISH DIVISION	HUMANITIES	Nonsubstantial Change B			
	MSC to approve c	hange in ad	visories for	Items 21 th	rough 27.				Carried	Parypinski/Czech
	Parypinski: Chang	ed prereq E	NGL 120 to	recommer	nded prep ENGL	100 or ESL 151.				
	MSC to approve It Read.	ems 21 thro	ough 27 for	2nd					Carried	Parypinski/Calderone
	2nd Read									
28	HLTH 105	COURSE	Create	2ndRead	KINESIOLOGY DIVISION	HEALTH	New Course		Carried	Calderone/Kronbeck
	Calderone: Fixed I	redundancy	in SLO. Rea	ched out to	Library re text	ook; will revisit i	n 2 years (cyclical			
	review). (ACCJC St	andard II.A.	3)							
29	HUMAN 140	COURSE	Create	2ndRead	ENGLISH DIVISION	HUMANITIES	New Course		Carried	Parypinski/Kretzmann
	Parypinski: Added	"disabilitie:								
30	JAPAN 48	COURSE	Create	2ndRead	LANGUAGE ARTS DIVISION	JAPANESE	New Course		Tabled	Kretzmann/Mayer
	MST; Cohen School present.	rr not								
31	Drafting and Basic Interior Design	PROGRAM	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	New Program		Carried	Czech/Cortes

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	No revisions sugge	No revisions suggested at 1st Read.							
3.	2 Google Workspace	PROGRAM	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	New Program	Carried	Czech/Kretzmann
	No revisions sugge	No revisions suggested at 1st Read.							
3.	Healthcare Administration AS Degree	PROGRAM	Create	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRAT ION	New Program	Carried	Margaryan/Calderone
3.	Healthcare Administration Certificate	PROGRAM	Create	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRAT ION	New Program		
	Traynor: No issues	s to fix from	1st Read.						

V. <u>Adjournment</u>

The meeting was adjourned at 2:58 p.m.

Next C&I meeting: Wednesday, November 24, 2021; 2 p.m. via Zoom

Minutes recorded and transcribed by Nonah Maffit.