

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.

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new or revised advisories.									
	Only R								
*1	ACCTG 150	COURSE	Revise	OnlyR	BUSINESS DIVISION	ACCOUNTING	Nonsubstantial Change A	Carried	Margaryan/Parypinski
Margaryan: Per committee suggestion, consulted with division and removed entry standards.									
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 advisories for Items 2, 3, and 4.								Carried	Parypinski/Kretzmann
Parypinski: Changed prereq ENGL 120 to recommended prep ENGL 100 or ESL 151.									
Items 2, 3, and 4 were taken 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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14%	ENGL 123	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial Change B			
15%	ENGL 125	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial Change B			
16%	ENGL 127	COURSE	Revise	1stRead	ENGLISH DIVISION	TRANSFER ENGLISH	Nonsubstantial Change B			
	MSC to approve change in advisories for Items 5 through 16.								Carried	Parypinski/McDonald
	Parypinski: Changed prereq ENGL 120 to recommended prep ENGL 100 or ESL 151.									
	MSC to approve Items 5 through 16 for 2nd Read.								Carried	Parypinski/Kretzmann
	Items 5 through 16 were taken together.									
*17	ESL 80	COURSE	Revise	1stRead	NONCREDIT ESL	ESL NON-CREDIT	Substantial Change	Carried	Mayer/Kretzmann	
*18	ESL 81	COURSE	Revise	1stRead	NONCREDIT ESL	ESL NON-CREDIT	Substantial Change			
*19	ESL 82	COURSE	Revise	1stRead	NONCREDIT ESL	ESL NON-CREDIT	Substantial Change			
	Mayer: Changed SLOs, exit standards, course content, catalog statements. Per Zobayan's suggestion, will add "disabilities" to diversity line in course content for all 4. (ACCJC Standard II.A.7)									
	Kretzmann: Suggest to have Item 17 as rec prep for Item 18; Item 18 rec prep for Item 19. Mayer will add.									
	Traynor: Items 18 and 19 have Pass/No Pass as option.									
	Mayer: Will remove Pass/No Pass option for Items 18 and 19. Will add missing SLO in Item 18.									
	Will replace "is designed to help" with "helps" in catalog statement.									
	Items 17 through 19 will return for 2nd Read.									
	Items 17 through 19 were taken together.									
*20	ESL 90	COURSE	Revise	1stRead	NONCREDIT ESL	ESL NON-CREDIT	Substantial Change	Carried	Mayer/Kronbeck	
	Mayer: Citizenship course. Changed catalog statement, updated SLOs, exit standards, course content. (ACCJC Standard II.A.3)									
	MSC to approve Item 20 for 2nd 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 change in advisories for Items 21 through 27.								Carried	Parypinski/Czech
	Parypinski: Changed prereq ENGL 120 to recommended prep ENGL 100 or ESL 151.									
	MSC to approve Items 21 through 27 for 2nd Read.							Carried	Parypinski/Calderone	
	2nd Read									
28	HLTH 105	COURSE	Create	2ndRead	KINESIOLOGY DIVISION	HEALTH	New Course	Carried	Calderone/Kronbeck	
	Calderone: Fixed redundancy in SLO. Reached out to Library re textbook; will revisit in 2 years (cyclical review). (ACCJC Standard II.A.3)									
29	HUMAN 140	COURSE	Create	2ndRead	ENGLISH DIVISION	HUMANITIES	New Course	Carried	Parypinski/Kretzmann	
	Parypinski: Added "disabilities" language in course content. (ACCJC Standard II.A.7)									
30	JAPAN 48	COURSE	Create	2ndRead	LANGUAGE ARTS DIVISION	JAPANESE	New Course	Tabled	Kretzmann/Mayer	
	MST; Cohen Schorr not present.									
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 suggested at 1st Read.									
32	Google Workspace	PROGRAM	Create	2ndRead	NONCREDIT BUSINESS & LIFE SKILLS DIVISION	SHORT TERM VOCATIONAL	New Program		Carried	Czech/Kretzmann
	No revisions suggested at 1st Read.									
33	Healthcare Administration AS Degree	PROGRAM	Create	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRATION	New Program		Carried	Margaryan/Calderone
34	Healthcare Administration Certificate	PROGRAM	Create	2ndRead	BUSINESS DIVISION	MEDICAL OFFICE ADMINISTRATION	New Program			
	Traynor: No issues to fix from 1st Read.									

V. Adjournment

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.