

Glendale Community College  
Curriculum & Instruction Committee  
Minutes

Wednesday, September 8, 2021; 2:00 p.m. via Zoom

Present (Voting Members): Michael Ritterbrown (Co-Chair), Francien Rohrbacher (Co-Chair), Erin Calderone, Sevada Chamras, Reut Cohen, Aisha Conner-Gaten, Richard Cortes, 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): Agnes Eguaras, Ed Karpp, Jolie Morris, Piper Rooney, Freddy Saucedo, Nancy Traynor, Terrence Yu

Guests: Roger Dickes, Karoline Rostamiani

Absent: Tina Andersen-Wahlberg, Eric Hanson, Arda Najarian, Alfred Ramirez

Call to Order

C&I Committee Co-Chair Francien Rohrbacher called the meeting to order at 2:06 p.m.

Approval of Minutes

MSC (McDonald/Kretzmann) to approve the minutes of June 9, 2021 Curriculum & Instruction Committee with minor corrections.

I. Announcements

Preliminary Review. The next Preliminary Review deadline is September 10, 2021. The last Preliminary Review deadline for Fall is October 7, 2021. Francien will hold office hours tomorrow, September 9, instead of Friday (Faculty Institute Day). If you have any questions or would like to discuss your course proposal, please meet with her on Zoom.

Cyclical Revisions due Fall 2021 and Spring 2022. Please check the lists for courses which are due to expire this semester or in the Spring. The Spring 2022 list is long because it includes courses which came through in June, July or August 2020 for DE Addenda. CoDE and C&I are working to align due dates. Please let Francien know if there are discrepancies in the due dates or if your records indicate otherwise.

Please check the Programs which have been listed at the end of every meeting agenda for the past 2 years. Some do not have catalog description and others need revised, updated or shortened catalog descriptions. Guided Pathways will use this for the program mapper in Navigate.

## II. Ongoing Business

Role of C&I in promoting DEIA. Last year, C&I formed a task force which created the Equity Guide. Francien and other committee members co-facilitated DEIA workshops and hope to continue leading DEIA workshops this year. (ACCJC Standard II.A.7)

It has been strongly recommended by the Chancellor's Office to have a DEIA resource person in C&I and, in our case, it would benefit to have DEIA experience and input in Tech Review. Francien will reach out to adjunct counselor Alexandra Evans and ask if she may be interested to serve as DEIA resource person.

## III. New Business

Academic Senate Curriculum Institute, July 2021. The takeaways from the general sessions, panel discussions and breakout sessions of this year's Curriculum Institute were discussed. They included:

- Deciding how to align our CORs and DE addenda is a local decision.
- Ethnic Studies is going to be a graduation requirement for associate degrees.
- No update on the Chancellor's Office decision to move to a new curriculum database
- Equitable placement results show that student outcomes have improved across all metrics but the focus remains on outcomes and closing the equity gap. Do these metrics account for the enrollment drop since COVID?
- Guided Pathways. Divisions should review CORs and programs to "clean house"
- CBE (Competency Based Education) will be implemented soon. Eight colleges doing pilots of CBE programs
- AB 1111 (Common Course Numbering System)
- CPL (Credit for Prior Learning): useful for mirrored courses
- CE programs must be reviewed every two years and include program narrative, CORs, LMI within 2 years from date of proposal/revision, AOCRC approval, Advisory Board minutes
- 2022 Curriculum Institute will be held on July 6-9 in Riverside

Articulation (Cortes). Richard will continue to serve as Articulation Officer. No replacement has been selected.

DE Addendum in CMS (Rohrbacher, Rooney). Distance Education Addendum will be incorporated in CMS. Piper introduced the newly revised and Senate-approved DE Addendum form, which will be housed in the Supplementals section of each course proposal in CMS. The old form in Google Doc had to be revised because it did not meet Title 5 or Ed Code requirements, specifically how SLOs will be met and

assessed in the online modality. C&I reps will hopefully work closely with their division CoDE reps this first month to familiarize them with CMS. Francien will assign online access to CoDE reps and, at the September 28 CoDE meeting, she will walk them through CMS. The new form was beta-tested and contained glitches. Piper will contact the CMS technician, Pedro. It was suggested that the DE Addendum form be filled out after the course proposal is approved in C&I, to avoid confusion.

Ethnic Studies Graduation Requirement (Cortes, Ritterbrown, Rohrbacher, Traynor). Students seeking an associate degree will be required to complete a course in ethnic studies as part of their general education. This will impact AD-Ts and local degrees. Implementation is not expected until Fall 2023. We will be waiting for more information guidance from the Chancellor’s Office. Dr. Ritterbrown explained that unless the State allows us to expand the number of unit requirements for AD-Ts, an addition of units or course, such as Ethnic Studies, would mean the elimination of another course.

IV. Curriculum Action Items (ACCJC Standard II.A.2 & 16)

Items with (*) need to be reviewed. Items with (%) have new or revised advisories.	Proposal Name	Type	Action	Stage	Division	Department	Level Change	Motion	First/Second
Deletions									
1	CAM 211	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	COMPUTER AIDED MANUFACTURING	Deletion	Carried	Herwerth/McDonald
2	CAM 49	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	COMPUTER AIDED MANUFACTURING	Deletion		
3	HRM 230	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	HOTEL RESTAURANT	Deletion		

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						MANAGEMENT			
4	MACH 111	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	MACHINE TECHNOLOGY	Deletion		
5	MACH 50	COURSE	Delete	OnlyR	TECHNOLOGY & AVIATION DIVISION	MACHINE TECHNOLOGY	Deletion		
Herwerth: Courses were obsolete and are being updated.									
Items 1-5 were taken together.									
Only Reads									
6	CHLDV 133	COURSE	Revise	OnlyR	SOCIAL SCIENCES DIVISION	CHILD DEVELOPMENT	Technical Change		
7	CHLDV 141	COURSE	Revise	OnlyR	SOCIAL SCIENCES DIVISION	CHILD DEVELOPMENT	Technical Change		
No action required on Items 6 and 7.									
8	MATH 100	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A	Carried	Palermo/McDonald
9	MATH 103E	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
10	MATH 103EH	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
11	MATH 104E	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
12	MATH 104EH	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		

13	MATH 105	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
14	MATH 105H	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
15	MATH 107	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
16	MATH 107H	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
17	MATH 108	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
18	MATH 108H	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
19	MATH 110	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
20	MATH 110A	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
21	MATH 110B	COURSE	Revise	OnlyR	MATHEMATICS DIVISION	TRANSFER MATH	Nonsubstantial Change A		
Palermo: Reduced number of SLOs in higher level courses. (ACCJC Standard II.A.3)									
Items 8-21 were taken together.									
1st Reads									
22%	ANTHR 105	COURSE	Revise	1 <sup>st</sup> Read	SOCIAL SCIENCES DIVISION	ANTHROPOLOGY	Nonsubstantial Change B	Carried	Kronbeck/Cortes
MSC to approve change in advisories for Item 22.								Carried	Kronbeck/McDonald
Kronbeck: Instructor Fonarow revised catalog description. Will correct typo in catalog statement.									
Traynor: Recommended preps were updated.									
MSC to approve Item 22 for 2nd Read.								Carried	Kronbeck/Mayer

V. Adjournment

The meeting was adjourned at 3:50 p.m.

Next C&I Committee Meeting: Wednesday, September 22, 2021, 2:00 p.m.; via Zoom

Minutes recorded and transcribed by Nonah Maffit