

Glendale Community College
Curriculum & Instruction Committee
Minutes

Wednesday, February 23, 2022; 2:00 p.m. via Zoom

Present (Voting Members): Michael Ritterbrown (Co-Chair), Francien Rohrbacher (Co-Chair), Erin Calderone, Reut Cohen Schorr, Aisha Conner-Gaten, Richard Cortes, Maria Czech, Byron Delto, Jayson Helgeson, Chris Herwerth, Kohar Kesian, Beth Kronbeck, Araik Eric Margaryan, Paul Mayer, Brian McDonald, Richard Neufeld, Joanna Parypinski, Karoline Rostamiani, Rita Zobayan

Present (Resource, Non-Voting): Agnes Eguaras, Alexandra Evans, Ed Karpp, Jolie Morris, Piper Rooney, Freddy Saucedo, Nancy Traynor, Terrence Yu

Call to Order

C&I Committee Co-Chair Francien Rohrbacher called the meeting to order at 2:05 p.m.

Approval of Minutes

MSC (Calderone/Parypinski) to approve the minutes of December 8, 2021 Curriculum & Instruction Committee.

I. Announcements

Access to CMS. While data migration to eLumen is going on, we still have access to CMS. You may retrieve and download any PDFs if you want to preserve your course or program information, such as CIP codes, TOP codes, etc. These are courses or programs that have not gone through the approval process. Please do not enter new information in CMS.

Academic Senate Curriculum Institute 2022. This year's Curriculum Institute will be held from July 6-9, in person at the Riverside Convention Center and virtually through Pathable. Registration is not yet open. The District will reimburse you for the registration fee, and travel and hotel accommodations if you choose to attend in person. Before you register, please let Francien or Dr. Ritterbrown know if you would like to attend. Once you register, please submit your receipt to your division administrative assistant, who will forward it to Dr. Ritterbrown's office. New C&I reps and committee resource staff are encouraged to attend.

CoDE Approved Addenda. None.

II. Ongoing Business

The role of C&I in promoting DEIA. Francien and Alexandra met and discussed the committee's vision and goals with respect to DEIA and how we could integrate DEIA when reviewing or creating curriculum. In the new eLumen course or program proposals, perhaps we could include a short and simple question which would prompt the integration of DEIA in the course content and other sections. This would encourage reflection on DEIA and also help us understand how the C&I equity guide is being used.

The equity guide has received recognition outside GCC. Other colleges in the curriculum community have emailed Francien, inquiring how the equity guide was created.

Please share your sample syllabi, assignments, etc. so we could build our collection of DEIA curriculum materials.

Workshops for Spring 2022. Beth and Francien will host a workshop which was originally planned last Fall. Yvette and Francien will co-host another. Sevada and Francien will do a workshop on DEIA for the sciences. Dates will be confirmed soon. If you would like to host a workshop or have ideas, please contact Francien.

eLumen Data Migration (Dr. Michael Ritterbrown). Nancy is currently compiling the data and putting together CSV files from PeopleSoft; this is the first import, which contains our coding. The second import will be the data from Pedro (CMS). We are working directly with eLumen and may need extra assistance during this phase. We will have more information after the March 9th kick-off meeting with our C&I leadership and eLumen. By mid-March we should have a substantial update. Shortly thereafter, we will start involving C&I reps in checking the integrity of the data. We will have training for C&I reps before this. There is a migration meeting with eLumen scheduled on March 30.

Dr. Ritterbrown will confirm with the Chancellor's Office regarding a grace period for courses which have expired DE addenda and expired outlines during the transition and migration to eLumen.

We will not be reviewing COR revisions until after the migration is completed. The goal is to have the whole process completed and the new eLumen database operational by Fall 2022.

III. New Business

Articulation Update (Richard Cortes). We are waiting on the IGETC and CSU GE submission review. We will most likely receive the responses by mid to late April. Please inform your division chairs that new courses have to go through both the IGETC and CSU GE review process and approval; otherwise, students may not get credit for these courses. Please check with Richard when

drafting a course outline for a new course. Richard will be offering a workshop on IGETC and CSU GE approval process for C&I reps and division chairs.

IV. Adjournment

The meeting was adjourned at 2:55 p.m.

Next C&I meeting: Wednesday, March 9, 2022; 2 p.m. via Zoom

Minutes recorded and transcribed by Nonah Maffit.