

Glendale Community College  
Curriculum & Instruction Committee  
Minutes  
Wednesday March 22, 2023; 2:00 p.m. via Zoom

Present (Voting Members): Michael Ritterbrown (Co-Chair), Francien Rohrbacher (Co-Chair), Bridget Bershad, Erin Calderone, Reut Cohen Schorr, Aisha Conner-Gaten, Chris Herwerth, Corey Jamieson, Beth Kronbeck, Paul Mayer, Suzanne Palermo, Vladimir Paransky, Joanna Parypinski, Kim Perner, Karoline Rostamiani, Tobin Sparfeld, Paul Vera, Rita Zobayan

Present (Resource, Non-Voting): Meg Chil-Gevorkyan, Agnes Eguaras, Ed Karpp, Jolie Morris, Piper Rooney, Freddy Saucedo, Nancy Traynor, Yvette Ybarra, Terrence Yu

Guests: Roger Dickes

Voting Members Absent: Catherine Dudley, Kohar Kesian

Call to Order

C&I Committee Co-Chair Francien Rohrbacher called the meeting to order at 2:02 p.m.

Approval of Minutes

MSC (Sparfeld/Conner-Gaten) to approve the minutes of March 8, 2023 Curriculum & Instruction Committee.

I. Announcements

Registration is now open for the Curriculum Institute 2023 hosted by the Academic Senate for California Community Colleges (ASCCC). Themed “Delivering on the Promise of Higher Education through California Community Colleges Curriculum,” it will be held July 12-15, 2023 in Riverside and as a hybrid event. New C&I reps and resources are strongly encouraged to attend. Francien sent the link earlier. <https://www.asccc.org/events/2023-curriculum-institute-hybrid-event> The program will be posted in the coming months. The District will reimburse the registration fee, travel fees (hotel, mileage) and pay a per diem

allowance. Please go through your respective divisions to have the reimbursement processed. Priority will be given to new C&I reps.

II. Ongoing Business

The role of C&I in promoting DEIA at GCC. On Thursday, March 30, Francien, Julie Gamberg, and Caroline Hallam will host a discussion on “Choosing Texts and Materials through a DEIA Lens” from 2:00 to 3:00 via Zoom. On Monday, April 10, Francien and David Attyah will be discussing his sabbatical project and decolonizing the drawing curriculum at 12:30 in LB 210 and via Zoom (Hyflex). Please contact Francien if you would like to co-host a workshop or presentation for Spring 2023 and beyond.

Francien and Alexandra are developing the DEIA curriculum intensive for this summer, probably late July. More details to follow. (ACCJC Standard II.A.7)

eLumen Updates (Traynor). Nancy met with Bob Zemlin from eLumen before the C&I meeting. His team is still doing the health check. They are ready to backdate the CORs to reflect the Fall 2022 start term. They will load data into production when Nancy notifies them, after today’s workflow training. We hope to have the CORs published between April 10 and 17. C&I reps will have access to their courses at this time and be able to submit proposals for new courses and cyclical revisions for fall.

III. New Business

Articulation (Bershad). We are waiting for the approval of the GE submissions, which should be next month. (ACCJC Standard II.A.12)

Meeting Modality. Because C&I is not a governance committee, it is not required to meet in person. It also is not required to vote in order to choose upcoming meeting modality. We can continue to meet via Zoom, if that works for everybody. Most C&I reps preferred to meet online because of convenience, accessibility to the meeting, easy document and screen sharing, etc. Francien proposed continuing to meet via Zoom through the current academic year and, at the last C&I meeting in June, revisiting the options and deciding for the following academic year (2023-2024); and perhaps meeting once a semester to connect and see each other face-to-face, or having an in-person kick-off in September.

It may also be easier for student reps to participate in C&I meetings if the meetings were to continue to be held over Zoom.

IV. eLumen Training (Traynor)

Nancy went over the Workflow Pathways for New Course, Cyclical Review, Substantial Changes, Non Substantial Changes, Information/Technical Changes, and Course Deletion in detail. On the eLumen test site, she showed the screens for these workflows. She pointed out, page by page, the pathway labels for each box: red “S” for Substantial Change; green “NS” for Non Substantial; and blue “IT” for Information/Technical.

Nancy will create video tutorials and separate them by tab, making it easy for the user to access a specific task instead of watching a whole video. She and Francien will schedule eLumen trainings in the coming months. The videos, Workflow Pathways, and Screen Snapshot Labeled Changes will be uploaded to the C&I website.

V. Curriculum Action Items. None.

VI. Adjournment

The meeting was adjourned at 3:03 p.m.

Next C&I Committee Meeting: April 12, 2023; 2-4 p.m. via Zoom

Minutes recorded and transcribed by Nonah Maffit