

Glendale Community College  
Curriculum & Instruction Committee  
Minutes

Wednesday, June 14, 2023; 2:00 p.m. via Zoom

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

Present (Resource, Non-Voting): Alexandra Evans, Ed Karpp, Jolie Morris, Piper Rooney, Freddy Saucedo, Nancy Traynor, Yvette Ybarra

Guest: Michelle Stonis

Absent (Voting Members): Michael Ritterbrown, Catherine Dudley, Paul Vera

Call to Order

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

Approval of Minutes

MSC (Parypinski/Calderone) to approve the minutes of May 24, 2023 Curriculum & Instruction Committee.

I. Announcements

Approved DE Addenda. CoDE reviewed and approved the following courses with DE Addenda at its May 23, 2023 meeting. If you have questions, please contact Piper or your division CoDE rep. (ACCJC Standard II.A.1)

ART 132  
BIOL 048

ART 133  
BIOL 049

ART 186  
BIOL 112

ART 255  
BIOL 125

BIOL 126	BUSAD 101	BUSAD 178	CABOT 205
CABOT 265	CABOT 270	CABOT 275	CABOT 280
CABOT 285	CABOT 286	CHLDV 101	CHLDV 133
CHLDV 135	CHLDV 137	CHLDV 138	CHLDV 140
CS/IS 100	CS/IS 101	CS/IS 137	CS/IS 172
CS/IS 174	CS/IS 180	CS/IS 183	CS/IS 186
CS/IS 190	CS/IS 193	CS/IS 194	CS/IS 196
CS/IS 197	CS/IS 234	CS/IS 240	CS/IS 241
CS/IS 242	CS/IS 243	CS/IS 255	ENTRE 101
ENTRE 102	STV 035	STV 040	STV 050

## II. Ongoing Business

eLumen Update. Nancy is working on programs and plans to complete them over the summer. She will create a training video of tips and tricks for courses. If you would like to share tips that you have discovered, please email Nancy.

DE Designation in CORs (intent to offer a course 100% online). In eLumen the last tab for courses is “Curriculum Specialist/AO Approval.” It has a DE section on the right with two questions. The first asks whether the course is DE approved. The second question asks, “Will this course be taught asynchronously?” As it relates to programs, it asks whether the class will be offered with an online section, which could potentially be an online class in a program. Nancy showed how the percentage of DE courses filters to a programs page.

Since the boxes on this tab can only be checked by Nancy and Bridget, Nancy will be referring to you. Please discuss this at your division meetings and ask if the division plans to offer an asynchronous section of a course at least once a year. The COR will not have to go through C&I again. Please let Nancy know in an email.

Piper reminded the committee that the reason we have to be able to guarantee if the course is actually going to be offered at least once in an academic year (for courses which are required to obtain an AD-T) is we publish an online pathway in the California Virtual Campus. A student has to be able to complete the AD-T through the online pathway in a 2-year timeframe. We have to show that we offer an online section of a class regularly. (ACCJC Standard II.A.1)

The role of C&I in promoting DEIA at GCC. The DEIA and Curriculum Intensive for Summer 2023 has 20 people signed up. There are a few spaces left. If you or someone you know who may be interested, please contact Francien or Alexandra. We hope to have at least two workshops in the Fall, maybe discipline specific. Please contact Francien.

III. eLumen Training

Preliminary and Tech Review Committees. Francien met with both Preliminary and Tech Review Committees to train the members on eLumen. The CORs are due to come through in late August.

Updating existing CORs in eLumen. Please remember to submit your proposals twice, first as a faculty member, and then as the C&I rep. If your division has multiple departments, Beth suggested adding faculty members as authors (after you've chosen the workflow) at the start of the process so eLumen could give them access to their department outlines. Changes could still be made before the second submission. This would be the ideal time to apply a DEIA mindset: Is the language in the catalog description inviting? Is there anyway the COR could be more inclusive in terms of text, or more accessible in terms of the assignments? Alexandra suggested using the USC-CUE Document Review, which she discussed in a previous meeting.

IV. Curriculum Action Items (ACCJC Standard II.A.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
<b>2nd Reads</b>									
1	AD ST 110	COURSE	Revise	2nd Read	HEATH SCIENCES	ALCOHOL/DRUG STUDIES	Substantial Change	Carried	Salazar/Kesian

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2	AD ST 111	COURSE	Revise	2nd Read	HEATH SCIENCES	ALCOHOL/DRUG STUDIES	Substantial Change		
3	AD ST 112	COURSE	Revise	2nd Read	HEATH SCIENCES	ALCOHOL/DRUG STUDIES	Substantial Change		
4	AD ST 114	COURSE	Revise	2nd Read	HEATH SCIENCES	ALCOHOL/DRUG STUDIES	Substantial Change		
5	AD ST 154	COURSE	Revise	2nd Read	HEATH SCIENCES	ALCOHOL/DRUG STUDIES	Substantial Change		
Salazar: AD ST 110, 111, 112, and 114 added co-reqs. AD ST 154 also title change and some curriculum changes.									
Items 1 through 5 were taken together.									
6	BIOL 140	COURSE	Revise	2nd Read	BIOLOGY	BIOLOGY	Substantial Change	Carried	Rostamiani/Paransky
Rostamiani: Added IGETC approval.									
7	CS/IS 264	COURSE	Revise	2nd Read	BUSINESS ADMINISTRATION	COMPUTER SCIENCE/ INFORMATION SYSTEMS	Substantial Change	Carried	Paransky/Kronbeck
8	CS/IS 265	COURSE	Revise	2nd Read	BUSINESS ADMINISTRATION	COMPUTER SCIENCE/ INFORMATION SYSTEMS	Substantial Change		
9	CS/IS 266	COURSE	Revise	2nd Read	BUSINESS ADMINISTRATION	COMPUTER SCIENCE/ INFORMATION SYSTEMS	Substantial Change		
Paransky: 1-unit lecture converted to 1-unit lab courses.									
Items 7 through 9 were taken together.									
<b>1st Reads</b>									
10	MATH 90	COURSE	Revise	1st Read	MATHEMATICS	MATHEMATICS	Substantial Change	Carried	Palermo/Mayer
11	MATH 90+	COURSE	Revise	1st Read	MATHEMATICS	MATHEMATICS	Substantial Change		
Palermo: MATH 90 and 90+ catalog description, notes, and SLO updates; removed MATH 15 (archived).									
MATH 90+ removed placement language, added ABSE 121 as rec prep. Will check with division, return in Sept.									
MSC to approve change in advisories for MATH 90+								Carried	Palermo/Conner-Gaten
Items 10 and 11 were taken together.									

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Only Reads (Nonsubstantial)									
12	ADMJ 165	COURSE	Revise	OnlyR	TECHNOLOGY & AVIATION	ADMINISTRATION OF SOCIAL JUSTICE	Nonsubstantial Change	Carried	Herwerth/Mayer
Herwerth: ADMJ 165 received conditional approval for C-ID descriptor; needed newer textbook. Updates made.									
13	ARCH 229	COURSE	REVISE	OnlyR	TECHNOLOGY & AVIATION	ARCHITECTURE	Nonsubstantial Change	Carried	Herwerth/Calderone
Herwerth: ARCH 229 changed catalog description, added technical content on AI.									
14	SOC S 145	COURSE	REVISE	OnlyR	SOCIAL SCIENCES	SOCIAL SCIENCES	Nonsubstantial Change	Carried	Kronbeck/Paransky
Kronbeck: SOC S 145 was archived (within past 6 years); returning so American College Corps students can take as their educational component.									
Tech/Info Items									
15	NS—Generic ADN AS or CERT	PROGRAM	REVISE	INFO	HEALTH SCIENCES	NURSING	Technical		
16	SPAN AA-T	PROGRAM	REVISE	INFO	LANGUAGE ARTS	SPANISH	Technical		
Archive									
17	MATH 220S	COURSE	ARCHIVE	OnlyR	MATHEMATICS	MATHEMATICS	Archive	Carried	Palermo/Calderone
18	MATH 131	COURSE	ARCHIVE	OnlyR	MATHEMATICS	MATHEMATICS	Archive		
19	MATH 136A	COURSE	ARCHIVE	OnlyR	MATHEMATICS	MATHEMATICS	Archive		
20	MATH 136B	COURSE	ARCHIVE	OnlyR	MATHEMATICS	MATHEMATICS	Archive		
21	MATH 15	COURSE	ARCHIVE	OnlyR	MATHEMATICS	MATHEMATICS	Archive		
22	MATH 30	COURSE	ARCHIVE	OnlyR	MATHEMATICS	MATHEMATICS	Archive		
23	MATH 30+	COURSE	ARCHIVE	OnlyR	MATHEMATICS	MATHEMATICS	Archive		
Palermo: Courses cannot be offered because of AB 705.									
Items 17 through 23 were taken together.									
24	SOC S 200	COURSE	ARCHIVE	OnlyR	SOCIAL SCIENCE	SOCIAL SCIENCE	Archive	Carried	Kronbeck/Mayer
Kronbeck: SOC S 200 created for SOC and PSYCH research but CSU did not accept; replaced with SOC 200 and PSYCH 200.									

V. Adjournment

Many thanks to Beth Kronbeck for her significant contributions to C&I. We wish her well in her new role as Social Science Division Chair. Michelle Stonis will be the Social Science C&I rep in September.

The meeting was adjourned at 3:05 p.m.

Next C&I Committee Meeting: September 13, 2023; 2-4 p.m. (in-person) room TBA

Minutes recorded and transcribed by Nonah Maffit.