

Glendale Community College
Curriculum & Instruction Committee Minutes
Wednesday, November 8, 2:00pm, SG 137

Present (Voting Members): Francien Rohrbacher (Co-Chair), Bridget Bershada, Erin Calderone, Chris Herwerth, Corey Jamieson, Paul Mayer, Suzanne Palermo, Kim Perner, Joanna Parypinski, Sophia Possidon, Karoline Rostamiani, Tobin Sparfeld, Michelle Stonis, Paul Vera, Rita Zobayan

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

Absent (Voting Members): Catherine Dudley, Reut Cohen Schorr, Aisha Conner-Gaten, Kohar Kesian, Vladimir Paransky, Michael Ritterbrown

Guests: Abraham Baca (Proxy for Kohar Kesian), Susie Chin (Proxy for Aisha Conner-Gaten), Geri Ulrey

Call to Order

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

Approval of Minutes

MSC (Sparfeld/Stonis) to approve the minutes from the October 25, 2023 Curriculum & Instruction Committee

I. Announcements

Approved DE Addenda: (none)

II. Ongoing Business

Prelim Review Deadlines for spring 2023 (new and cyclical CORs and programs)

- 1/16
- 2/13
- 3/7
- 4/3 (final deadline for spring semester)

You can submit updates (substantial/nonsubstantial/info-tech) and archives/deletions on an ongoing basis. Last day to submit non-cyclical proposals: Dec. 6.

Fran reminded everyone that when making changes to a course that is also up for cyclical review, they should submit all changes under cyclical review.

The role of C&I in promoting DEIA at GCC (Evans, Ritterbrown, Rohrbacher, C&I Committee)

- Improving curriculum vs. approving curriculum
- Let's chat about ideas for fall/spring workshops!
 - DEIA and Curriculum—Where/How Do I Start? (TBA)
 - ~~Trauma Informed Curriculum (Oct. 30, 12:30-1:30, location TBA)~~
- Ideas for spring?
 - Fran has submitted a proposal for a presentation with Alexandra to take place during the “Winter Warmer” PD series. She also invited everyone again to reach out to her with other ideas.

eLumen Updates (Rohrbacher, Traynor)

- How's it going?
- What we're noticing
 - Paul M. asked what the red bubbles on the tabs in headings mean. Nancy will look into it and get back to everyone, but she believes they represent the number of required fields to be filled out.
 - Nancy also cautioned everyone to double check unit changes for courses before submitting a program.
 - Tobin S. asked about the fake/test courses they had worked on, and Fran said they are fine.
- Degrees and Certificates
- “Stuck” items now unstuck!
 - Most were also attached to CSU degrees, which were getting stuck.

III. New Business

Articulation update (Bershad)

Regarding the Title V changes to Grad Reqs mentioned in the last meeting, new courses required for a local GE degree start in this committee and the move on to the Grad Reqs. Committee. Fran mentioned that Dr. Ritterbrown will be discussing the cultural diversity requirements at the Division Chair meeting in December. After that, it will come to C&I and then go on to Grad Reqs and possibly Senate after that. Michelle S. asked how to know what req to put classes under. Bridget asked if Nancy could change the word “major” to “grad requirement”. Nancy will look into it. Kim P. asked if there are common mistakes people are making. Fran said there has been a lot of improvement in choosing the correct workflow and hopes people are paying attention to the comments she is leaving. Michelle S. also asked about formatting differences between CMS and eLumen; faculty are having some issues there. She asked if formatting conventions could be explained ahead of time, and Nancy reminded pointed out that she made a video for that.

SLOs (Ybarra)

Yvette will not be doing Prelim review anymore, just Tech review. She will hold Zoom office hours for SLOs before Prelim. Mapping is in test and will be done at the course level only. She'll make videos as well as help people individually. She also mentioned that PLOs aren't mapping to courses within course groups. Nancy mentioned that her general videos are a good place for faculty so start for now. Fran asked what role the LO rep will have with training their divisions in course mapping. Yvette said she and David will do the training.

Curriculum Action Items (New ACCJC Standards 2.1, 2.2, 2.9)

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
	CORs								
	2nd Reads								
1	BIOL	124	Create	2 nd Read	BIOLOGY	BIOLOGY	New	Carried	Rostamiani/Calderone
	Added ENGL 101 and ESL 151 objectives.								
2	EMS	240	Create	2 nd Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
3	EMS	242	Create	2 nd Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
4	EMS	244	Create	2 nd Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
5	EMS	246	Create	2 nd Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
6	EMS	248	Create	2 nd Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
7	EMS	250	Create	2 nd Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
8	EMS	252	Create	2 nd Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
9	EMS	260	Create	2 nd Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		

10	EMS	261	Create	2 nd Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New	Tabled	Mayer/Calderone
Items 2-10 taken together. Abe hasn't met with Yvette to discuss changes to SLOs, so that needs to be done before the courses can move forward.									
11	FTVM	112	Create	2 nd Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New	Carried	Sparfeld/Ybarra
12	FTVM	212	Create	2 nd Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New		
13	FTVM	259	Create	2 nd Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New		
14	FTVM	270A	Create	2 nd Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New		
15	FTVM	270B	Create	2 nd Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New		
16	FTVM	271	Create	2 nd Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New		
Items 11-16 taken together. Made changes to 270A SLOs and objectives.									
17	ITAL	101	Revise	2 nd Rread	LANGUAGE ARTS	ITALIAN	Cyclical	Tabled	Ybarra/Mayer
No LAD rep present.									
18	LING	101H	Create	2 nd Read	ENGLISH AS A SECOND LANGUAGE (CREDIT)	LINGUISTICS	New	Carried	Vera/Calderone
19	LING	102H	Create	2 nd Read	ENGLISH AS A SECOND LANGUAGE (CREDIT)	LINGUISTICS	New		
20	LING	103	Create	2 nd Read	ENGLISH AS A SECOND LANGUAGE (CREDIT)	LINGUISTICS	New		
21	LING	103H	Create	2 nd Read	ENGLISH AS A SECOND	LINGUISTICS	New		

					LANGUAGE (CREDIT)				
Items 18-21 taken together. Piper asked if the honors courses need separate DE Addenda. Fran: They do.									
22	MUSIC	138	Create	2 nd Read	VISUAL AND PERFORMING ARTS	MUSIC	New	Carried	Sparfeld/Mayer
23	MUSIC	153	Revise	2 nd Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
Items 22-23 taken together. Suggested changes were made.									
	1st Reads								
24*	BIOL	112	Revise	1 st Read	BIOLOGY	BIOLOGY	Cyclical	Carried	Rostamiani/Vera
25*	BIOL	125	Revise	1 st Read	BIOLOGY	BIOLOGY	Cyclical		
26*	BIOL	125H	Revise	1 st Read	BIOLOGY	BIOLOGY	Cyclical		
27*	BIOL	126	Revise	1 st Read	BIOLOGY	BIOLOGY	Cyclical		
MSC to approve for a second read.								Carried	Rostamiani/Calderone
Items 24-27 taken together. Formatting, SLOs, and textbooks have been fixed.									
28*	ENGL	106	Revise	1 st Read	ENGLISH	ENGLISH	Cyclical	Carried	Parypinski/Chin
MSC to approve for a second read. The description has been updated, and the scope widened.								Carried	Parypinski/Ybarra
29	MATH	102+	Revise	1 st Read	MATHEMATICS	MATHEMATICS	Substantial	Carried	Palermo/Possidon
MSC to approve for a second read.								Carried	Palermo/Ybara
30*	MUSIC	103	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical	Carried	Sparfeld/Calderone
31*	MUSIC	135	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
32*	MUSIC	137	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		

33*	MUSIC	152	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
34*	MUSIC	155	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
35*	MUSIC	171	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
36*	MUSIC	179	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
37*	MUSIC	181	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
38*	MUSIC	186	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
39*	MUSIC	187	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
Items 30-39 taken together. Yvette said she made notes but can't see if they were addressed. Fran suggested they move forward for now and come back at the next meeting.									
40%*	MUSIC	50	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical	Carried	Sparfeld/Calderone
MSC to approve a second read.								Carried	Sparfeld/Mayer
MSC to approve advisories.								Carried	Sparfeld/Ybarra
Only Reads (Nonsubstantial)									
41	ITAL	102	Revise	OnlyR	LANGUAGE ARTS	ITALIAN	Nonsubstantial	Tabled	Calderone/Ybarra
No LAD rep present.									
Tech/Info Items									
None									
Archive									

	None								
	Programs								
	None								

Please note the list of CORs needing updates in 2023-2024, which was included in the agenda.

V. Adjournment

The meeting was adjourned at 3:00pm.

Next C&I Committee Meeting: November 22, 2023; 2-4pm, SG137

Minutes recorded and transcribed by Sarah White