

Curriculum & Instruction
Committee Minutes
October 25, 2023

Glendale Community College
Curriculum & Instruction Committee Minutes
Wednesday, October 25, 2:00pm, SG 137

Present (Voting Members): Francien Rohrbacher (Co-Chair), Bridget Bershada, Reut Cohen Schorr, Aisha Conner-Gaten, Chris Herwerth, Corey Jamieson, Kohar Kesian, Paul Mayer, Suzanne Palermo, Vladimir Paransky, Joanna Parypinski, Sophia Possidon, Karoline Rostamiani, Tobin Sparfeld, Michelle Stonis, Paul Vera, Rita Zobayan

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

Absent (Voting Members): Erin Calderone, Catherine Dudley, Michael Ritterbrown

Guests: Abraham Baca, Maria Kretzman, Caryn Panec (proxy for Kim Perner), Geri Ulrey

Call to Order

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

Approval of Minutes

MSC (Paransky/Kesian) to approve the minutes from October 11, 2023 Curriculum & Instruction Committee

I. Announcements

Approved DE Addenda at the last CoDE meeting:

- FTVM 45*
- FTVM 48*
- FTVM 101
- FTVM 102
- FTVM 103
- FTVM 104
- LIB 100
- MATH 137

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II. Ongoing Business

Preliminary Review Deadlines for Spring 2023 (new and cyclical CORs and programs):

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

Fran discussed submitting updates. Substantial/nonsubstantial/info-tech updates and archives/deletions can be submitted on an ongoing basis. The last day to submit non-cyclical proposals is Dec. 6, 2023. If someone is making changes to a course that is also up for cyclical review, they should submit all changes under cyclical review so that they don't have to re-do all their work.

The role of C&I in promoting DEIA at GCC:

Fran is planning a session on DEIA and Curriculum—Where/How Do I Start?, date/time/location to be announced. She is also planning a session on Trauma Informed Curriculum, Oct. 30, 12:30-1:30, hyflex in LB 210.

Fran also asked members to share ideas and requests for future sessions. Michelle S.: SSD wants a session on mapping in eLumen. Yvette Y. and David Y. will be training everyone on how to map SLOs/PLOs. Nancy T. will be setting it up in eLumen soon and Yvette will send info to the members. Yvette will also be creating a Canvas course for this purpose. Paul M. asked Yvette if there could be in-person office hours for faculty to ask questions instead of just by email/Canvas. Yvette didn't think it was possible at this time, but she and Paul M. will meet to discuss Paul's suggestion of getting Senate support and possible funding for this idea.

eLumen Updates:

Fran advised members that the issues/glitches they're having are not user error; they're problems on the eLumen side.

Fran and Nancy explained issues with the blue button for adding cross-listed courses. They advised everyone to not click that button at all or risk losing all their work on the course. Michelle S. expressed frustration over the quality of tech support from eLumen staff. Yvette Y. has been using eLumen for a long time and suggested that the best way to deal with this is to go over our rep's head.

III. New Business

Articulation and Curriculum Regional Meeting updates (Bershad):

Associate degree Title V updates: Starting Fall 2024, GE requirements will be increasing from 18 to 21 units. There is also going to be an Ethnic Studies requirement, and no Math and English competency requirements like there are currently. Students with a previous Bachelor's degree will be exempt from GE reqs. Credits from institutionally accredited courses will also likely need to start being accepted, and students will be allowed to petition for noncredit coursework to be counted towards an Associate degree. DEIA will also need to be added to all course outlines. Common course numbering is being pushed back to Fall 2027, but it will also include identical course titles, content, and SLOs. AB 928 will require students to be put on an ADT path if there is one for their major.

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IV. 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	LING	101	Revise	2 nd Read	ENGLISH AS A SECOND LANGUAGE (CREDIT)	LINGUISTICS	Substantial	Carried	Vera/Mayer
2	ST DV	171	Create	2 nd Read	STUDENT DEVELOPMENT	STUDENT DEVELOPMENT	New	Carried	Zobayan/Conner-Gaten
	Zobayan: Description made more student-friendly, wording changed as suggested. Fran suggested reordering the sentences in the description.								
	1st Reads								
3	BIOL	124	Create	1 st Read	BIOLOGY	BIOLOGY	New	Carried	Rostamiani/Mayer
	Aisha suggested adding advisory objectives for ESL 151 and ENGL 101								
4*	CHLDV	49	Revise	1 st Read	SOCIAL SCIENCES	CHILD DEVELOPMENT	Cyclical	Carried	
5*	CHLDV	50	Revise	1 st Read	SOCIAL SCIENCES	CHILD DEVELOPMENT	Cyclical		
	Items 4-5 taken together. Nancy suggested SLO info and Resources page need to be done.								
6*	CS/IS	186	Revise	1 st Read	BUSINESS ADMINISTRATION	COMPUTER SCIENCE/INFORMATION SYSTEMS	Cyclical	Carried	Paransky/Possidon

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7*	CS/IS	190	Revise	1 st Read	BUSINESS ADMINISTRATION	COMPUTER SCIENCE/INFORMATION SYSTEMS	Cyclical		
8*	CS/IS	193	Revise	1 st Read	BUSINESS ADMINISTRATION	COMPUTER SCIENCE/INFORMATION SYSTEMS	Cyclical		
9*	CS/IS	194	Revise	1 st Read	BUSINESS ADMINISTRATION	COMPUTER SCIENCE/INFORMATION SYSTEMS	Cyclical		
10*	CS/IS	196	Revise	1 st Read	BUSINESS ADMINISTRATION	COMPUTER SCIENCE/INFORMATION SYSTEMS	Cyclical		
11*	CS/IS	197	Revise	1 st Read	BUSINESS ADMINISTRATION	COMPUTER SCIENCE/INFORMATION SYSTEMS	Cyclical		
Items 6-10 taken together. Paransky: All of Yvette's wording suggestions were addressed.									
MSC to approve for a 2 nd read.								Carried	Paransky/Possidon
12%*	EMS	240	Create	1 st Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New	Carried w/one abstention.	Kesian/Conner-Gaten Paul M. abst.
13%*	EMS	242	Create	1 st Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
14%*	EMS	244	Create	1 st Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
15%*	EMS	246	Create	1 st Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
16%*	EMS	248	Create	1 st Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
17%*	EMS	250	Create	1 st Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
18%*	EMS	252	Create	1 st Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
19%*	EMS	260	Create	1 st Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
20%*	EMS	261	Create	1 st Read	HEALTH SCIENCES	EMERGENCY MEDICAL TECHNOLOGY	New		
Items 12-20 taken together. Nancy asked Abraham B. to clarify the additional clinical hours required for each class and to make sure it's clear in the syllabi. Nancy also asked for clarification of the co-requisite courses in each group. 260 and 261 also need a course objective for the pre-reqs. Yvette Y. asked about wording notes that hadn't been addressed. Paul M. moved that the vote should be tabled until these changes were made, but it was not seconded. Fran explained that because it's new, it									

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	has to come back for a 2 nd read anyway, so it is ok to move them forward. Rita Z. also confirmed with Abraham B. that these will be part of a certificate and degree and are not the same as EMT.								
	MSC to approve requisites.							Carried	Kesian/Ybarra
21*	ENGL	103	Revise	1 st Read	ENGLISH	ENGLISH	Cyclical	Carried	Parypinski/Paransky
22*	ENGL	112	Revise	1 st Read	ENGLISH	ENGLISH	Cyclical		
23*	ENGL	114	Revise	1 st Read	ENGLISH	ENGLISH	Cyclical		
24*	ENGL	115	Revise	1 st Read	ENGLISH	ENGLISH	Cyclical		
25*	ENGL	118	Revise	1 st Read	ENGLISH	ENGLISH	Cyclical		
26*	ENGL	182	Revise	1 st Read	ENGLISH	ENGLISH	Cyclical		
27*	ENGL	212	Revise	1 st Read	ENGLISH	ENGLISH	Cyclical		
	Items 21-27 taken together. Joanna P. mentioned that ENGL 112 and 212 will be cross-listed with FTVM equivalents, and she believes both courses will need to be re-entered because of the "blue button" issue in eLumen. Aisha C. noted that the additional info section for ENGL 182 needs to be filled out.								
	MSC to approve for a 2 nd read.							Carried	Parypinski/Ybarra
28*	ESL	116	Revise	1 st Read	ENGLISH AS A SECOND LANGUAGE (CREDIT)	ENGLISH AS A SECOND LANGUAGE	Cyclical	Carried	Vera/Sparfeld
29*	ESL	146	Revise	1 st Read	ENGLISH AS A SECOND LANGUAGE (CREDIT)	ENGLISH AS A SECOND LANGUAGE	Cyclical		
	Items 28 & 29 taken together. Aisha C. suggested pre-reqs and entry standards for 116 are very similar. Fran explained that duplicate info between the two can be removed from the Entry Standards section.								
	MSC to approve for a second read.							Carried	Vera/Mayer
30*	FTVM	112	Create	1 st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New	Carried	Sparfeld/Conner-Gaten
31%*	FTVM	212	Create	1 st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New		
32%*	FTVM	259	Create	1 st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New		
33%*	FTVM	270A	Create	1 st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New		

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34%*	FTVM	270B	Create	1 st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New		
35%*	FTVM	271	Create	1 st Read	VISUAL AND PERFORMING ARTS	FILM, TELEVISION AND MEDIA	New		
Items 30-35 taken together. Yvette Y. suggested a revision of action verbs to be taken from Blooms for 259 and that the SLOs and objectives for 270A are too similar. For 270B, Yvette said they can't use "shoot" in SLOs since it's not Blooms, but will discuss it with them separately. Aisha C. asked for the ISBN-13 to be listed in the textbook section so students can find it more easily.									
MSC to approve reqs for items 31-35.								Carried	Sparfeld/Paransky
36*	HUMAN	105	Revise	1 st Read	ENGLISH	HUMANITIES	Cyclical	Tabled	Parypinski/Paransky
Yvette Y. suggested using different action verbs for honors courses to signify the increased difficulty/expectations. Nancy T. thought the wording had to be identical, so she and Fran will research and get back to the committee.									
MSC to table until 105H is "unstuck" in eLumen, then they can come through together.								Carried	Rohrbacher/Mayer
37*	LING	101H	Create	1 st Read	ENGLISH AS A SECOND LANGUAGE (CREDIT)	LINGUISTICS	New	Carried	Vera/Conner-Gaten
38*	LING	102H	Create	1 st Read	ENGLISH AS A SECOND LANGUAGE (CREDIT)	LINGUISTICS	New		
39*	LING	103	Create	1 st Read	ENGLISH AS A SECOND LANGUAGE (CREDIT)	LINGUISTICS	New		
40*	LING	103H	Create	1 st Read	ENGLISH AS A SECOND LANGUAGE (CREDIT)	LINGUISTICS	New		
Items 37-40 taken together. Paul V. has made the suggested updates/edits to all courses.									
41%	MATH	111	Revise	1 st Read	MATHEMATICS	MATHEMATICS	Substantial	Carried	Palermo/Paransky
42*	MATH	49	Revise	1 st Read	MATHEMATICS	MATHEMATICS	Cyclical		
Items 41-42 taken together. Aisha C. suggested the resources section needs to be filled out for 111 and the textbook field needs to be updated on 49. Suzanne P. made the advisory change on 49 from 103E to 105 on 49.									
MSC to approve for a 2 nd read.								Carried	Palermo/Conner-Gaten
MSC to approve a first read of pre-reqs for item 42.								Carried	Palermo/Paransky
MSC to approve a second read of pre-reqs for item 42.								Carried	Palermo/Conner-Gaten

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43%*	MUSIC	138	Create	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	New	Carried	Sparfeld/Paransky
	MSC to approve pre-reqs for a first read.							Carried	Sparfeld/Ybarra
44*	MUSIC	153	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical	Carried	Sparfeld/Ybarra
45*	MUSIC	178	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
46*	MUSIC	185	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
47*	MUSIC	49	Revise	1 st Read	VISUAL AND PERFORMING ARTS	MUSIC	Cyclical		
	Items 44-47 taken together. Aisha C. suggested a justification needed for textbooks for 153. Suzanne P. and Yvette Y. suggested the objectives wording for 153 needs to be updated—too many have “demonstrate” as the action verb. Nancy T. updated 49 with the generic description.								
	MSC to approve for a 2 nd read.							Carried	Sparfeld/Conner-Gaten
48*	ST DV	101	Revise	1 st Read	STUDENT SERVICES	STUDENT DEVELOPMENT	Cyclical	Carried	Zobayan/Ybarra
	MSC to approve for a 2 nd read.							Carried	Zobayan/Conner-Gaten
	Only Reads (Nonsubstantial)								
49	ARTH	101	Revise	OnlyR	VISUAL AND PERFORMING ARTS	ART HISTORY	Nonsubstantial	Carried	Sparfeld/Conner-Gaten
50	ARTH	101H	Revise	OnlyR	VISUAL AND PERFORMING ARTS	ART HISTORY	Nonsubstantial		
51	ARTH	102	Revise	OnlyR	VISUAL AND PERFORMING ARTS	ART HISTORY	Nonsubstantial		
52	ARTH	102H	Revise	OnlyR	VISUAL AND PERFORMING ARTS	ART HISTORY	Nonsubstantial		
	Items 49-52 taken together. Jolie M. suggested the catalog descriptions for 101 & 101H need to updated to match. She also suggested that the full course name needs to be spelled out, so Fran edited it in eLumen.								
53	LIB	48	Revise	OnlyR	LIBRARY	LIBRARY	Nonsubstantial	Carried	Conner-Gaten/Paransky
	Tech/Info Items								
	None								
	Archive								

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	None								
	Programs								
54	Biology	AS-T	Revise	1 st Read	BIOLOGY	BIOLOGY	Substantial	Carried	Rostamiani/Mayer

Rita Z. asked everyone to make event emails accessible by including a simple font, text-only attachment of the info included in their flyer. Alternatively, it can all be written out in the email.

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

V. Adjournment

The meeting was adjourned at 3:50pm.

Next C&I Committee Meeting: November 8, 2023; 2-4pm, SG137

Minutes recorded and transcribed by Sarah White