Present (Voting Members): Paul Vera (Co-Chair), Michael Ritterbrown (Co-Chair), Lianna Avanessian, Paolo Banaag, Bridget Bershad, Erin Calderone, Aisha Conner-Gaten, Catherine Dudley, Samantha Garagliano, Chris Herwerth, Corey Jamieson, Kohar Kesian, Elis Lee, Paul Mayer, Suzanne Palermo, Vladimir Paransky, Joanna Parypinski, Kim Perner, Sophia Possidon, Tobin Sparfeld, Michelle Stonis,

Present (Resource, Non-Voting): Meg Chil-Gevorkyan, Alexandra Evans, Ed Karpp, Jolie Morris, Freddy Saucedo, Nancy Traynor, David Yamamoto, Terrence Yu

Absent (Voting Members): Karoline Rostamiani

Guests: ASGCC representative Claris Baghossian (Proxy for Pacheco Matute), ASGCC representative Pacheco Matute, Maria Kretzmann (Proxy for Karoline Rostamiani), Mandy Nezami

Call to Order
C&I Committee Co-Chair Paul Vera called the meeting to order at 2:01 p.m.

Approval of Minutes
MSC (Conner-Gaten/Banaag) to approve the minutes from the June 12, 2024 Curriculum & Instruction Committee.

Announcements
Thank you for your service!
- Rita Zobayan, (Student Services)
- Francien Rohrbacher (Faculty C&I Chair)

Welcome, New C&I Reps!
- Paolo Banaag (Student Services)
- Elis Lee (Credit ESL)
- Maria Kretzmann (Biology proxy)

Welcome, GCC students!
- Lianna Avanessian (ASGCC)
- Pacheco Matute (ASGCC)
- Claris Boghossian (ASGCC proxy)

Hello from your New C&I Faculty Co-Chair! We're moving to Board Docs in October Approved DE Addenda (None)

Ongoing Business

Prelim Review Deadlines for fall 2024 (new and cyclical CORs and programs)
- Wednesday, September 11
- Friday, October 4 (final deadline for fall semester)

Prelim Review Deadlines for spring 2025 (new and cyclical CORs and programs)
- Friday January 10
- Wednesday, February 12
- Thursday, March 6
- Wednesday, April 3 (final deadline for spring semester)

The role of C&I in promoting DEIA at GCC **(Evans, Ritterbrown, Vera, C&I Committee)**
- Student-Friendly Language Workshop (October)
- C&I Rep Training (November)

eLumen Updates **(Vera, Traynor)**
New features were introduced: Modes of Delivery, Cyclical Review, course last offered, Course Family, Graduation Requisites, Repeatability, Material Fees, and when courses are offered. Faculty should consider whether a course really needs advisories.

New Business
Articulation update **(Bershad)**
The articulation timeline and other articulation information on the GCC website were reviewed.

Curriculum Institute 2024 takeaways **(Vera, Bershad, Traynor)**
Title 5 has to be finished very soon. Common course numbering is starting.

Title 5 Task Force **(Vera)**
This task force will recommend the minimum number of GE units that a local AA and AS require starting Fall 2025. Title 5 requires minimum 21 units, but college can add local requirements. Other colleges have reduced GE units to as low as minimum 21 units, allowing for double counting, waiving units for high-unit majors. Committee members asked which students choose to do local GE vs. other options. Per student reps, many students do not look at which courses double count. Task force recommendations will presented at the October 11 meeting.

Common Course Numbering **(Vera, Bershad, Traynor)**
The first six courses will change their names effective Fall 2025:

ENGL 101	→	ENGLC1000 Academic Reading and Writing
ENGL 104	→	ENGLC1001 Critical Thinking and Writing
SPCH 101	→	COMMC1000 Introduction to Public Speaking
MATH 136	→	STATC1000 Introduction to Statistics
POL S 101	→	POLSC1000 American Government and Politics

PSYCH 101   →   PSYCC1000 Introduction to Psychology

New Rules **(Vera)**
- End-of-year workload
  3 rules were proposed.
  1. A department that has not updated their program(s) may not submit a new course or program outline.
  2. Any program listed in Fall 2023 as needing an update needs <u>at least</u> to be in Create stage by the last meeting in Fall 2025. If not, this program will be sent to Academic Senate to begin archiving.
  3. Courses and programs are allowed one revision per academic year.

  A motion to vote on the rules was called, but tabled for now (Stonis/Kessian)

- Program Updates
  A list of all programs needing to be updated will be sent to the committee.

Reminders: Our roles as a committee
- Ask questions about course outlines
- Improve curriculum, don't approve, curriculum
- Serve the needs of students, not faculty or divisions

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
	2ⁿᵈ Reads								

#										
1	BIO 150	COURSE	Create	2nd Read	BIOLOGY	BIOLOGY	Create	Carried	Calderone/Conner/Gaten
2	ENGR 117	COURSE	Revise	2nd Read	TECH & AVIATION	ENGINEERING	Cyclical	Carried	Herwerth/Paransky
3	ENGR 120	COURSE	Revise	2nd Read	TECH & AVIATION	ENGINEERING	Cyclical		
4	ENGR 130	COURSE	Revise	2nd Read	TECH & AVIATION	ENGINEERING	Cyclical		
	Items 2-4 taken together.								
	1st Reads								
5	GEO 112	COURSE	Revise	1st Read	PHYSICAL SCIENCES	GEOLOGY	Cyclical	Carried	Sparfeld/Possidon
	MSC for a 2nd read.							Carried	Conner-Gaten/Kesian
6	HRM 115	COURSE	Revise	1st Read	TECH & AVIATION	HOTEL & RESTAURANT MANAGEMENT	Cyclical	Carried	Herwerth/Kretzmann
7	HRM 117	COURSE	Revise	1st Read	TECH & AVIATION	HOTEL & RESTAURANT MANAGEMENT	Cyclical		
8	HRM 201	COURSE	Revise	1st Read	TECH & AVIATION	HOTEL & RESTAURANT MANAGEMENT	Cyclical		
9	HRM 203	COURSE	Revise	1st Read	TECH & AVIATION	HOTEL & RESTAURANT MANAGEMENT	Cyclical		
10	HRM 214	COURSE	Revise	1st Read	TECH & AVIATION	HOTEL & RESTAURANT MANAGEMENT	Cyclical		
11	HRM 216	COURSE	Revise	1st Read	TECH & AVIATION	HOTEL & RESTAURANT MANAGEMENT	Cyclical		
12	HRM 222	COURSE	Revise	1st Read	TECH & AVIATION	HOTEL & RESTAURANT MANAGEMENT	Cyclical		
13	HRM 256	COURSE	Revise	1st Read	TECH & AVIATION	HOTEL & RESTAURANT MANAGEMENT	Cyclical		
14	HRM 50	COURSE	Revise	1st Read	TECH & AVIATION	HOTEL & RESTAURANT MANAGEMENT	Cyclical		
	Items 6-14 taken together. Some information still needs to be added. Chris will complete for 2nd Read next meeting.								
	2nd Reads								
15	Cybersecurity Specialist (Certificate)	PROGRAM	Revise	2nd Read	BUSINESS	Computer Science & Information Systems	Cyclical	Tabled	Sparfeld/Possidon
	Some information is still missing. Vlad will investigate.								
	Archive								
16	Information Technology (Certificate)		Archive	OnlyR	BUSINESS	Computer Science & Information Systems		Carried	Possidon/Paransky

17	IT Technician I: Computer Retail Sales and Support (Certificate)		Archive	OnlyR	BUSINESS	Computer Science & Information Systems			
18	IT Technician II: Help Desk User Support (Certificate)		Archive	OnlyR	BUSINESS	Computer Science & Information Systems			
19	IT Technician III (Certificate)		Archive	OnlyR	BUSINESS	Computer Science & Information Systems			
	Items 16-19 taken together. Keeping the ASs, getting rid of current certificates. Will be creating new ND certificates.								

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

Adjournment
The meeting was adjourned at 3:50 pm.
Next C&I Committee Meeting: September 25, 2-4pm, SG137
Minutes recorded and transcribed by Sarah White