

**GLENDALE COMMUNITY COLLEGE
CURRICULUM AND INSTRUCTION COMMITTEE
MINUTES**

Wednesday, October 10, 2012

1:40 p.m., (SF 107)

Co-chair, Kathy Bakhit called the meeting to order at 1:40 p.m.

Voting Members Present: Richard Cortes, Maria Czech, Daphne Dionisio, Barb Erfurt, Megan Ernst, Susan Hoehn, Kathy Holmes, Stacy Jazan, Kohar Kesian, Maria Kretzmann, Elis Lee, Rory Schlueter

Resources Present: Edward Karpp, Jenny McMahon, Michael Ritterbrown, Fabiola Torres, Terrence Yu

Guests Present: Dana Nartea, Monette Tiernan

I. Approval of Minutes

MSC (Schlueter/Lee) to approve the minutes of the September 26, 2012 C & I Committee meeting.

II. New Business - Curricular Actions

(S) Visual Arts Associate in Arts Degree Option 2: Two Dimensional (Degree Revision-Second Reading)

MSC (Schlueter/Kretzmann) to DELETE from the Visual Arts Associate in Arts Degree Option 2 ART 179, ART 166 and ART 280 from the of list of REQUIRED COURSES and to ADD ART 179, ART 166 and ART 280 to the list of ELECTIVE COURSES.

(S) Visual Arts Associate in Arts Degree Option 4: Three Dimensional (Degree Revision-Second Reading)

MSC (Schlueter/Kretzmann) to DELETE from the Visual Arts Associate in Arts Degree Option 4, ART 179 and ART 280 from the of list of REQUIRED COURSES and to ADD ART 179 and ART 280 to the list of ELECTIVE COURSES.

III. New Business - Other Items

1. AA-T Planning/Announcement Bakhit

A list of the AA/AS degrees currently offered at GCC and the potential corresponding TMC was reviewed and discussed. The list was provided to Dr. Mirch at a recent Sacramento meeting. She is required to report which TMC degrees GCC plans to develop by November.

Members were asked to share this information with their divisions and determine which existing traditional degrees could be developed into transfer degrees.

Statistical data indicating the number of students completing GCC AA/AS degrees will be provided to committee members to help in the process of developing transfer degrees.

Currently the 21 Transfer Model Curriculum Templates and examples of Associate Degrees for Transfer are available for review on the Chancellor's website at the following link.

<http://extranet.cccco.edu/Divisions/AcademicAffairs/CurriculumandInstructionUnit/TransferModelCurriculum.aspx>

2. **Handout: Invitation to DIGs (Discipline Input Group) Meeting - Oct. 19 & Nov. 2, 2012** (See Oct. 10, 2012 Agenda Packet for handout)

Faculty members who teach in disciplines listed on the handout were encouraged to attend the appropriate discipline input group. These meetings mark the first phase in the development of TMCs and C-ID descriptors to support AA-T and AS-T degrees. Faculty were encouraged to sign up for the discipline listservs on the C-ID website (<http://www.c.-id.net/listserv.html>).

3. **Curriculum Handbook Review of Section II--continued**

Proposed additions to handbook by section below

**SECTION III
THE CURRICULUM APPROVAL PROCESS**

Common Curricular Action Items

Information Item Only/No Action: Technical Changes to Courses

- Changes to SLO (Committee recommendation to move SLO to this section)
- Following any technical changes to CORs, indicate the current month/year and forward electronic copy of the current version to co-chairs.

Substantive Changes to Courses

- Changes in entry expectations
- Changes in course content

The Approval of Distance Education (Online and/or Hybrid Courses)

- Will insert content here based on work with CoDE.

The Addition of a New Program

Additional materials will be forthcoming based on the newest version of the PCAH.

The Addition of a New Academic Division

- Committee recommended possibly adding the Academic Affairs Committee and the Academic Senate to this section.

The meeting was adjourned at 3:20 p.m.