GLENDALE COMMUNITY COLLEGE CURRICULUM AND INSTRUCTION COMMITTEE MINUTES

Wednesday, October 24, 2012 1:40 p.m., (SF 107)

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

Voting Members Present: Shelley Aronoff, Richard Cortes, Maria Czech, Daphne Dionisio, Barb Erfurt, Megan Ernst, Kathy Flynn (Proxy for Elis Lee), Peter Green, Susan Hoehn, Kathy Holmes, Stacy Jazan, Kohar Kesian, Maria Kretzmann, Piper Rooney, Scott Rubke, Rory Schlueter

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

Guests Present: Michael Dulay, Jeanette Farr-Hawkins, Sonali Perera, John Queen

I. Approval of Minutes

MSC (**Kretzmann/Dionisio**) to approve the minutes of the October 10, 2012 C & I Committee meeting.

II. New Business - Curricular Actions

- (M) ART 146, ART 147, ART 148 (Delete from Catalog)
 MSC (Green/Cortes) to DELETE from the Catalog ART 146, ART 147, ART 148.
- (S) Music Certificate (Certificate Revision-First Reading)
 MSC (Green/Kretzmann) to ADD MUSIC 122, 150, 153, 154, 155, 171, 185, 186 to the list of Elective Courses for the Music Certificate.
- 3. **(M)** Theatre Arts 100 (Minor Revision) **MSC** (**Green/Erfurt**) to approve TITLE CHANGE From: Acting for Non-Majors

 To: Introduction to Acting. CHANGE in Catalogue Description as follows:

 Catalogue Description: T ARTS 100 is an acting class designed for the beginner with little or no previous acting experience. Students practice techniques to develop relaxation, concentration, and stage presence in front of an audience. Class work may include group and individual exercises, theatre games, improvisation, and written critique of live theatre productions.
- 4. **(S)** Theatre Arts 160, 161, 162, 163, 164 (Substantive Change-First Reading) **MSC** (**Green/Czech**) to approve TITLE CHANGE, REMOVE REPEATABILITY and change in CATALOGUE DESCRIPTION for T ART 160, 161, 162, 163, 164. The new titles are more in alignment with the Transfer Model Curriculum (AA-T Theatre Degree) titles (e.g. "Rehearsal and Performance").

TART 160

From: Acting Styles Workshop in Musical Theatre Production **To:** Rehearsal and Performance in Musical Theatre Production

Theatre Arts 160 is a workshop designed to support musical theatre productions. The students enrolled in this course will be formed into a company to present the combined Dance, Music, and Theatre Arts Department productions at Glendale Community

College. Each student will be assigned projects in accordance with his or her interests and talents. The projects will involve some phase of theatrical production as it relates to performance skills in the style of theatre generally termed American Musical Comedy.

T ART 161

From: Acting Styles Workshop in Classical Theatre Production **To:** Rehearsal and Performance in Classical Theatre Production

Theatre Arts 161 is a workshop designed to support classical theatre production. The students enrolled in this course will be formed into a company to present the Theatre Arts Department productions at Glendale Community College. The productions will include works that belong specifically to those playwrights whose style requires a genre of acting, generally referred to as Classical, Greek, Roman, Elizabethan, Spanish Golden Age, and French Classical theatre. Each student will be assigned projects in accordance with his or her interests and talents. The projects will involve some phase of theatrical production as it relates to performance skills in the style of classical theatre.

TART 162

From: Acting Styles Workshop in Modern Theatre Production **To:** Rehearsal and Performance in Modern Theatre Production

Theatre Arts 162 is a workshop designed to support modern theatre production. The students enrolled in this course will be formed into a company to present plays from the Modern Repertoire as a part of the season of Theatre Arts Department productions at Glendale Community College. These titles will include, but are not limited to the works of the international theatre from the 1840's and the advent of Henrik Ibsen, to the mid 1950's with the work of Tennessee Williams and Eugene O'Neil. Each student will be assigned projects in accordance with his or her interests and talents regarding the selected materials. The projects will involve some phase of theatrical production as it relates to performance skills in the style of Modern Drama.

T ART 163

From: Acting Styles Workshop in Contemporary Theatre Production **To:** Rehearsal and Performance in Contemporary Theatre Production

Theatre Arts 163 is a workshop designed to support contemporary theatre production. The students enrolled in this course will be formed into a company to present contemporary plays as a part of the season in the Theatre Arts Department at Glendale Community College. Each student will be assigned projects in accordance with his or her interests and talents. The projects will involve some phase of theatrical production as it relates to performance skills in the style of Contemporary World Theatre. Included will be current or recent successful stage play scripts from Broadway, Off-Broadway, Westend London, and other world theatre centers and date back to the style changes in realism in the mid-to-late 1950's.

T ART 164

From: Acting Styles Workshop in New Works and Experimental Theatre Production **To:** Rehearsal and Performance in New Works and Experimental Theatre Production

Theatre Arts 164 is a workshop designed to support new works and experimental theatre production. The students enrolled in this course will be formed into a company to present the Theatre Arts Department productions at Glendale Community College. Each student will be assigned projects in accordance with his or her interests and talents. The projects will involve some phase of theatrical production as it relates to performance skills in the style of new plays and plays of a differently structured nature, including but not limited to non-linear, feminist, epic, etc. These productions may include work that is student written or generated by the production team.

- (N) Political Science 104 (New Course-First Reading) Dulay
 MSC (Flynn/Cortes) to approve the first reading of POL S 104.
- (N) Political Science 104 (Prerequisite-First Reading) Dulay
 MSC (Flynn/Erfurt) to approve the first reading of the prerequisite of POL S 104:
 POL S 101 or 102 or equivalent.
- (S) ESL 111, 115, 116, 118, 123, 125, 126, 128, 133, 136 (Substantive Change-First Reading) Flynn
 MSC (Kesian/Schlueter) to remove TBA hours from ESL 111, 115, 116, 118, 123, 125, 128, 133, 136.

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New Business—Other Items

8. GCC Repeatability Policy (First Reading) **Bakhit MSC (Cortes/Czech)** to approve First Reading of GCC Repeatability Policy.

Per Title 5 § 55041, most credit courses at GCC are not repeatable. See October 24, 2012 C&I packet for copy of draft proposal and details. This policy will inform GCC's revised Administrative Regulation regarding course repeatability. The committee agreed that they would like to see exceptions for student repeatability beyond what is allowed by Title 5 assuming there is no conflict with Title 5 regulations. Possible exceptions as follow:

- CTE Employer Mandated
- Discretion of Division Chair
- Individual unusual student circumstance

The following questions were raised related to the policy.

- Will GCC allow course repetition under special circumstances regardless of apportionment?
- Will GCC grant grade point credit or use a unique code on the transcript which indicates "special repeat" or other option?

Section 2: Intercollegiate athletics as defined in section § 5500, had missing text and will be provided and reviewed at next C&I meeting.

9. Changes to Course Outline of Record Template and Supporting Materials (Second Reading) **Bakhit**

MST (Schlueter/Flynn) to table based on discussions with the prerequisite task force and recommendation from the English department.

The Justification for Need has been removed from the Course Outline of Record and a new cover sheet titled **Justification for Need** is being developed. This form will be required for all new course submissions effective Spring 2013. The form will be brought to the committee for approval in the near future.

The Course Entry Expectations section was discussed and the possibility of adding written details of the Skill Level Range as follows: Math 2: Course equivalency Math 155.

10. Changes to PeopleSoft Dictionary Form and MIS Codes (Second Reading)

Bakhit

MSC (**Green/Cortes**) to approve Second Reading of the PeopleSoft Dictionary Form and MIS Codes.

Changes, additions and deletions as follows:

Section 14 - Add Pass/No Pass to this section.

Section 17 - Change to, Will this course be a prerequisite for other courses?

Section 34 - Delete this section, it is duplicated in Section 15.

Section 37 - Remove the word "Major" from this section.

Electronic version of the PeopleSoft Form will be emailed to committee members upon completion.

11. Degree/Certificate Revisions Form (First Reading) **Bakhit**

MSC (Flynn/Schlueter) to approve First Reading of the Degree Certificate Revisions Form.

Changes, additions and deletions as follows:

- Change i.e. to "e.g." in both the Course Additions and Course Deletions sections.
- Add field for "Minimum Units required"
- Add All Degree/Certificate Revisions brought to the C & I committee should have attached to it a copy of the current Major Sheet.
- 12. Divisional Review of Credit By Examination (refer to page 52 of the GCC 2012-13 catalog for this agenda item)
 - Committee members were asked to take this list to their division to verify accuracy and please bring information regarding changes to C&I co-chairs and committee.
- 13. Divisional Review of Pass/No Pass Courses **Bakhit** (refer to pages 52-53 in your catalog for this agenda item)
 - Committee members were asked to take this list to their division to verify accuracy and please bring information regarding changes to C&I co-chairs and committee.
 - Nursing department is required to offer Credit by Exam courses. Kohar Kesian Will email or bring supporting documents to C&I co-chairs as verification.
- 14. Technical Changes as Information Items for C & I **Bakhit** (refer to the 2012-2013 C&I meeting schedule available on the C&I homepage)

• The C&I Meeting Schedule functions as a resource to help C&I members and divisions understand the curriculum development process and deadlines related to the process.

Committee members were asked to share the schedule with their divisions and were encouraged to contact C&I co-chairs with any questions or assistance.

15. Curriculum Handbook Review--continued **Bakhit** (refer to September 12 agenda packet for copy of handbook)

SECTION IV COURSE DEVELOPMENT AND THE COURSE OUTLINE OF RECORD

Developing a New Course

- Update PCAH link in the handbook.
- Include the ASSIST website link and password in the handbook.

Compliance

- Clarify the following question.
 - Does the course accord with open course regulations (California Code of regulations Title 5 section 51006)?

<u>Need</u>

• Possibly change the title of this section to Justification for Need or change the title for clarity.

Note: The questions in this section are all elements which are required to be addressed in the narrative when a new course is submitted for approval to the Chancellor's office. Clarification of elements included in the Chancellor's application will be shared with the committee at the next C & I meeting.

16. Data regarding students completing GCC AA/AS degrees (**Bakhit**)
Richard Cortes shared handouts from California Post Secondary Education Committee and list of Fall-Term Transfers by Discipline to UCs. These handouts indicated the most popular transfer majors and student completion of AA degrees for Fall 2010. This list can serve as a resource for GCC with regard to developing new AA-T and AS-T degrees. Some of the more popular transfers are in the fields of Business, Social Science, Psychology, Health Science and Biological Sciences.

17. AA and AS-T degrees **Bakhit**

Time did not allow for discussion of this section and is postponed to the next C & I meeting.