



BERKELEY CITY COLLEGE
Curriculum Committee (CC)
Meeting Minutes
March 17, 2016



PRESENT: Fabian Banga, Antonio Barreiro, Leonard Chung, Mary Clarke-Miller, Thomas Kies, Ari Krupnick, Jennifer Lowood, Alejandria Tomas, Jenny Yap

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
I. Call to Order	10:06 a.m.	MOTION: The CC approved the agenda as is. Unanimously approved. Motion carries.
II. Approval of Meeting Minutes		The Curriculum Committee approved the March 3, 2016 meeting minutes as amended. J. Lowood will work with A. Tomas in revising the language regarding DE vs F2F preparation time.
III. Curriculum Overview Schedule: Modern Language	<p>Fabian Banga, Chair of the Modern Languages Department, presented his department’s curriculum overview. Materials regarding the presentation were disseminated. The following were discussed:</p> <ul style="list-style-type: none"> • All four colleges in the district share curriculum. Almost all Course Outlines of Record are identical. • The department is considering creating courses regarding the Ohlone language. • Enrollment caps should be discussed for the language acquisition courses. Smaller class size is ideal for second language acquisition courses but the challenge is productivity so it may be a good idea to have language culture/history classes that could take more students to balance productivity for the department. • Language should be taught every day, 1 hour each day, but this is problematic for students because they prefer classes that are thought 2 days a week. • The Institutional Learning Outcomes (ILOs) for SPAN 1B will be corrected. Consider Self-Awareness for language acquisition courses. • Modern Languages has done an amazing job in assessment. • The Spanish Medical Interpreter (SMI) Program is currently on standstill 	

	<p>because the program needs resources to keep running. With only 15 students, it's difficult to justify the expenses. It was suggested that SMI can partner with another program like the Public and Human Services (PHS) or Laney's.</p> <ul style="list-style-type: none"> • The Department is considering creating a general course for traveling and Foreign Language (FLANG) labs that provides instruction in language skills for students enrolled in elementary Spanish courses who need supplemental work. 	
IV. Requirements for Tech Review	<p>We would like to make sure that proposals are ready by the time it is submitted to the Curriculum Committee so that we could avoid sending proposals back. Here are ways we could do this:</p> <ul style="list-style-type: none"> • Curriculum workshop each semester • Curriculum how-to video • Handout • Consulting with Curriculum Committee Chair/Members 	
V. Justification for changes based on C-ID Descriptor		Tabled
VI. Independent Study Requisites		The Independent Study Application Form was revised. J. Lowood and A. Tomas will draft the document based on the revisions.
VII. Non-credit Curriculum	<p>The Curriculum Committee has not been informed of any updates regarding non-credit curriculum. The following were discussed:</p> <ul style="list-style-type: none"> • It was reported that the District has allocated funds to the colleges to fund non-credit curriculum development. • It was noted that grants should not drive our curriculum. Curriculum should drive grants. 	<p>Tram Vo-Kumamoto, Vice President of Instruction, should be invited to the next meeting to discuss non-credit curriculum updates.</p> <p>The Curriculum Committee will revisit the motion that was passed regarding curriculum and grants.</p>
VIII. Other		
• M		
IX. S		
X. Adjournment	11:58 p.m.	

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