



BERKELEY CITY COLLEGE
Curriculum Committee (CC)
Meeting Minutes
February 2, 2017



PRESENT: Fabian Banga, Chris Bernard, Joseph J. Bielanski, Jr., Joshua Boatright, Mary Clarke-Miller, Ari Krupnick, Jennifer Lowood, Linda McAllister, Emie Mitsuno Hernandez, Alejandria Tomas, Tram Vo-Kumamoto

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
I. Call to Order	10:05 a.m.	MOTION: The CC approved the agenda as is. Unanimously approved. Motion carried.
II. Approval of Meeting Minutes		MOTION: The CC approved the November 17 and December 15, 2016 meeting minutes. Unanimously approved. Motion carried.
III. Curriculum Committee Schedule for Spring 2017	A document listing the Curriculum Committee’s schedule for Spring 2017 was disseminated.	
IV. Review of Spring 2017 Curriculum Committee Members	<p>Below is a list of the Curriculum Committee Voting Members for Spring 2017: Arts and Cultural Studies-Ari Krupnick Business/CIS/Economics-Chris Bernard Counseling-Emie Mitsuno Hernandez English/ESL/Education-Jenny Lowood Library/LIS-Joshua Boatright Modern Languages-Fabian Banga Multimedia Arts-Mary Clarke-Miller Science and Biotechnology-Barbara Des Rochers Social Sciences/DE Coordinator-Linda McAllister Articulation/Curriculum Committee Chair-Joseph J. Bielanski, Jr. Curriculum and SLO Assessment Specialist-Alejandria Tomas</p> <p>American Sign Language and Mathematics do not have a representative on the Curriculum Committee at this time.</p>	MOTION: The CC approved the Spring 2017 Curriculum Committee Members. Unanimously approved. Motion carried.

	<p>Below is a list of the Curriculum Committee Non-Voting Members for Spring 2017: Vice President of Instruction-Tram Vo-Kumamoto Instructional Dean-Lisa Cook Instructional Dean-Francisco Gamez</p>	
<p>V. Articulation Reports from Departments</p>	<p>J. Bielanski, Articulation Office/Curriculum Chair, provided a list outlining the status of the articulation reports needed for the 21 UC transfer pathways for BCC. The following were discussed:</p> <ul style="list-style-type: none"> • Completed at this time for BCC: <ul style="list-style-type: none"> ○ Anthropology ○ History ○ Philosophy ○ Psychology ○ Political Science ○ Sociology • In progress at this time for BCC: <ul style="list-style-type: none"> ○ Business Administration (1) ○ Computer Science (2) ○ Biochemistry ○ Biology ○ Cell Biology ○ Chemistry ○ Economics (Business Economics) ○ English ○ Film and Media Studies (including Computer Game Science, Game Development, and similar options) ○ Mathematics ○ Molecular Biology ○ Physics • Follow-up: <ul style="list-style-type: none"> ○ Could use more input on Business Administration ○ Could use more input on Computer Science ○ Need input on Communication • We should place a statement in the catalog about UC Transfer Pathways, but we should not publish the specifics on each of the pathways as that can be very confusing to students. 	

VI. Curriculum Proposals	See attached.	MOTION: The CC approved all of the course and program proposals on the agenda. Unanimously approved. Motion carried.
VII. Other <ul style="list-style-type: none"> • Grading Policy • C-ID approval for ADT Submission 	<p>During the last Technical Review meeting, the grading options for different courses (graded or pass/no pass) were discussed.</p> <ul style="list-style-type: none"> • The advantages and disadvantages of the different options have been extensively discussed multiple times in BCC's Curriculum Committee and district CIPD meetings. Below is a summary of some of the points discussed during those meetings: <ul style="list-style-type: none"> ○ A grade of C or better is required in each of the General Education Golden Four areas (Oral Communication, Written Communication, Critical Thinking, and Mathematics). ○ A grade of C or better is also required for the courses under the major chosen by the student. ○ Having the P/NP option helps students who are struggling in certain courses. ○ Laney College has a local policy that all transfer courses should be Letter Grade Only. • J. Bielanski reported inquiring about how UCs and CSUs are treating pass/no pass for courses that are part of the student's major. He didn't receive a response from the UCs, but the CSUs inform him that a "pass" is often calculated as a grade of C in the CSUs. • This semester, the deadline for students to change their grading option is February 10th. This gives students 3 weeks into the semester to change their grading option. • What policies do the other community colleges in the state have on grading? • A note in Passport should appear to alert student when they are changing their grading option, so that they can be informed of the advantages and disadvantages of each of the options. • Faculty should be encouraged and/or trained to review their roster and compare the grading options versus the students' majors. If they notice a student opting to take the course as pass/no pass and the course is part of their major, they should speak to the students about changing their grading option to graded. <p>Tomas reported that we can now submit ADTs to the state Chancellor's Office even if not all the C-ID courses have been fully approved, as long as these courses have already been submitted into the C-ID review system. No official communication has come from</p>	

<ul style="list-style-type: none"> • Chancellor’s Office Curriculum Inventory • Spanish Medical Interpreter Certificate of Achievement 	<p>the state about this, so we are not sure when the system requirement changed, but A. Tomas has spoken with her counterparts from other districts/colleges, and they have had programs approved in this manner. Also, the prompt in the current state Curriculum Inventory has been updated to reflect this change. We have been waiting for C-ID approvals for the Global Studies AA-T and Flim, Television, and Electronic Media AS-T, but A. Tomas can now submit them to the state.</p> <p>Berkeley City College is one of the 10 pilot colleges that are beta testing the new Chancellor’s Office Curriculum Inventory (COCI). Based on the timeline provided by the state, BCC will lose access to the Curriculum Inventory from February 10th to March 20th. No proposals can be submitted, reviewed, and acted upon during this time. J. Lowood requested that we request expedited processing/approval of the Academic Composition Skills Certificate of Competency for us to be in line with the Basic Skills Initiative grant timeline. J. Bielanski will send the request to the state.</p> <p>It was discussed that the Spanish Medical Interpreter (SMI) program requires resources more than the instructional cost of teaching the classes in the program. It was suggested that the program and the courses in the program be temporarily deactivated while the college considers a strategy on how to offer the program cost-effectively.</p>	
VIII. Next Meeting Date	Tech Review: February 9, 2017 and Curriculum Committee: February 16, 2017	
IX. Adjournment	11:03 p.m.	

Berkeley City College’s mission is to promote student success, to provide our diverse community with educational opportunities, and to transform lives.