



**BERKELEY CITY COLLEGE**  
**Curriculum Committee (CC)**  
**Meeting Minutes**  
**October 19, 2017**



**PRESENT:** Fabian Banga, Chris Bernard, Joseph J. Bielanski, Jr., Mary Clarke-Miller, Barbara Des Rochers, Ari Krupnick, Jennifer Lowood, Linda McAllister, Emie Mitsuno Hernandez, Rowena Tomaneng, Jenny Yap, Nancy Cayton  
 Guests: Joe Doyle, Amy Herrera

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
<b>I.</b> Call to Order	10:07 a.m.	MOTION: The CC approved the agenda. Unanimously approved. Motion carried.
<b>II.</b> Approval of Meeting Minutes		MOTION: The CC approved the October 5, 2017 meeting minutes. Unanimously approved. Motion carried.
<b>III.</b> Clarification of COPED Proposal Discussion from 10/12	<p>Information was provided to the committee regarding the number of minimum and maximum hours, how those were calculated, rationale from Jayne Matthews about why the maximum enrollment was set at 125, and information about repeatability for COPED courses. (See attached).</p> <p>Committee discussed these items. Decided to send the course forward to CIPD in November as previously agreed. Joseph will contact Amany about the discrepancy in hours with the other campuses. Joseph is awaiting a response from PFT President Jennifer Shanoski regarding the maximum enrollment for COPED because it is in the union contract. Course is repeatable.</p>	
<b>IV.</b> Discussion of Timeline for Multimedia Non-Credit Certificate Proposal	It was agreed that the MM/DI non-credit certificate would go to the November CIPD meeting.	
<b>V.</b> Discussion of Timeline	It was agreed that courses would go to CIPD as programs were completed.	

for Multimedia Course Proposals to CIPD		
<b>VI.</b> Curriculum Proposals	See attached.	
<b>VII.</b> Tech Review for Multimedia Curriculum Changes	See attached.	
<b>VIII.</b> Next Meeting Date	Tech Review: November 2, 2017 and Curriculum Committee: November 16, 2017	
<b>IX.</b> Adjournment	12:22 p.m.	