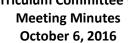


BERKELEY CITY COLLEGE Curriculum Committee (CC)





PRESENT: Fabian Banga, Joseph Bielanski, Leonard Chung, Barbara Des Rochers, Francisco Gamez, Mary Clarke-Miller, Ari Krupnick, Jennifer Lowood, Linda McAllister, Emie Mitsuno Hernandez, Alejandria Tomas, Jenny Yap

GUEST(S): Sam Abboud

	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 carries.
II.	Approval of Meeting Minutes		MOTION: The CC approved the September 15, 2016 meeting minutes. Unanimously approved. Motion carries.
III.	UC Transfer Pathways	 The following were discussed: J. Bielanski reported attending the Region IV and V Articulation Officers' Meeting. In the meeting, it was noted that the pathways do not provide a guarantee for admission. Students are given extra points on their application if they note completion of a pathway on their personal statements. We should be careful on how we advertise UC Transfer Pathway as they can be misleading. Another issue raised was that students are fluid within our District's four colleges. Students should be aware that course articulation is specific to colleges. In mapping UC Transfer Pathways to our curriculum, creating new courses to satisfy a requirement may come to mind. In these cases, we have to consider where our students transfer and enrollment history of certain courses. The completed UC Transfer Pathways templates should be shared with BCC's Faculty Advising Committee. A. Tomas asked her student worker to print Articulation Agreement by Major reports so that department chairs could identify courses that aren't but can or should be articulated. 	
IV.	CIPD Report	All course proposals except for MATH 201 and 253 were approved. District-wide action is needed to remove the deactivated MATH 251D as a prereq to those	

		two courses.	
		2. All program proposals were approved.	
		3. Consultation Procedures	
		a. Review and update	
		i. Consultation procedures for Associate Degree for Transfer	
		(ADT) programs.	
		ii. Appropriate timeline for colleges to respond to consultation.	
		iii. Curriculum management system's technological opportunities	
		and/or barriers for consultation.	
		iv. When a course, especially in the CTE areas, has been drastically	
		changed and its contents have overlapped with another course,	
		should consultation take place?	
		v. General updates to the procedure.	
		b. Form a Consultation Procedures Task Force (1 administrator, 1	
		curriculum chair, 1 curriculum specialist, 1 department chair, and 1	
		meta tech person from the district, with the understanding that all four	
		colleges should be represented)	
		4. Review of Course Outlines of Record	
		a. Non-CTE curriculum should be reviewed every 3 years along with our	
		program review cycle, and CTE curriculum 2 years to comply with Ed	
		Code	
		b. We need to build a "Course Reviewed" workflow in Meta for courses	
		where no revision is necessary.	
		c. Reporting to Academic Senate those courses that are not being	
		updated based on the schedule.	
V.	Distance Education (DE)	The following were discussed:	L. McAllister, BCC's DE
	Checklist	F. Banga, former DE Coordinator, raised the issue about student identity	Coordinator, will bring all of the
		authentication.	Curriculum Committee's concerns to the next DE
		 What does it mean to check a box in some of these fields? For example, under Student-Instructor Interaction, if an instructor checked "Video Conferencing," 	Coordinators' meeting.
		does that mean any instructor who teaches the course will be required to have	esseramators meeting.
		"Video Conferencing" as a method for interaction? It was suggested that we	
		add the option of identifying which methods are required and which are	
		optional.	
VI.	Catalog Timeline	All proposals for new and revised courses would have to be submitted to J. Bielanski	

		and A. Tomas for inclusion in the 2017-2019 college catalog. New and revised programs that have not been submitted to the state will not make it on the 2017-2019 Catalog. It	
		takes months for the state to approve programs, so if they have not been approved by the state by April 14, we will not include them in the 2017-2019 Catalog.	
VII.	Curriculum Committee By-		MOTION: The CC approved the
	Laws		Curriculum Committee By-laws.
			Unanimously approved.
			Motion carries.
			J. Bielanski will present the by-
			laws to the Academic Senate
			for their approval.
VIII	. Curriculum Overview	Below is a list of the departments who will be presenting this academic year:	
	Presentation Schedule	MMART—November 3, 2016	
		LIS—December 8, 2016	
		Science and Biotech—End of Spring 2017	
		The following departments have not confirmed their presentation dates:	
		• ASL	
		EDUC/LRNRE	
		• ESL	
IX.	Curriculum Proposals	See attached.	MOTION: The CC approved all
			of the course and program
			proposals on the agenda.
			Unanimously approved.
V	Other	Library A. Kwamish and M. Clauka Millan will process a make to first the	Motion carries.
X.	Other	J. Lowood, A. Krupnick, and M. Clarke Miller will create a website/moodle shell for the curriculum development training materials.	
XI.	Next Meeting Date	Tech Review: October 13, 2016 and Curriculum Committee: October 20, 2016	
XII.	Adjournment	11:36 a.m.	
		·	

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