



BERKELEY CITY COLLEGE
Curriculum Committee (CC)
Meeting Minutes
November 8, 2018



Present: Fabian Banga, Chris Bernard, Joseph J. Bielanski, Jr., Nancy Cayton, Mary Clarke-Miller, Barbara Des Rochers, Ari Krupnick, Linda McAllister, Jenny Yap

Absent: Lisa Cook, Francisco Gamez, Kuni Hay, Jenny Lowood, Emie Mitsuno Hernandez

Guests: none

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
I. Call to Order and Agenda Review	10:04 a.m.	The CC approved the agenda.
II. Approval of Meeting Minutes	Minutes from 10/18/18	The CC approved the meeting minutes.
III. CIPD Report	See handout	
IV. DE Addendum Examples from Other Colleges	<p>C. Bernard provided text from Title 5 section 55206, showing changes to DE. He also provided samples of DE addendums from the College of the Redwoods, De Anza, Santa Barbara City College, and Laney. What is the curriculum committee’s role as a result of this change? In addition to the usual determination of whether a course is suitable for online education, there appears to be more needed. We could make DE consultation similar to the Library consultation. This would have the added benefit of ensuring that faculty understand the requirements of teaching online, such as accessibility. It was noted that previously in Canvas there was an accessibility check which gives instructors feedback about their site. That could be reinstated.</p> <p>The committee must determine if the current DE section of the outline meets the requirements. If not, a change to the outline would have to be agreed upon district-wide.</p>	<p>There was a request to see the accessibility checklist from College of the Redwoods.</p> <p>Student to student contact needs to be added to the drop down menu in Curricunet.</p> <p>Ari will bring this DE for discussion to CIPD or a post-CIPD meeting with the curriculum reps from the district.</p>

V. Biotechnology Program Update	B. Des Rochers discussed the proposed changes to the Biotechnology program that will be on the 11/15 agenda for approval. Changes include revised courses (including some course titles), a few new courses, and updated programs. Changes were recommended by the advisory committee so that employers can better understand the course content.	
VI. Potential New Workflow for Curriculum Approvals in CurricUNET Meta	A. Krupnick showed a sample workflow in Meta, explained some of the terminology used within Meta and what effect various selections have on workflow.	
VII. Curriculum Proposals	The following proposals for new/updated courses were approved: ART 027, MM/DI 040A, MM/DI 040LD, (both corrections). The following course proposals for deactivation were approved: ART 25, 175, 175A, 175B, PHIL 048UA-ZZ The following program was approved for deactivation: Writing for Multimedia Certificate of Proficiency.	All courses and programs will be on the December CIPD agenda
VIII. Other	None	
IX. Adjourn	11:31 a.m.	