**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

**November 5, 2020, 10:50 am-12:20 pm**

**Present:** Fabián Banga, Chris Bernard, Nancy Cayton, Joya Chavarin, Mary Clarke-Miller, Lisa Cook, Barbara Des Rochers, Kuni Hay, Ari Krupnick, Jenny Lowood, Linda McAllister, Catherine Nichols, Genesis Pulido, Jenny Yap

**Absent:**  Joseph J. Bielanski, Jr.

Meeting took place via Zoom *#*970 1516 3347

|  |  |  |
| --- | --- | --- |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. Call to Order and Agenda Review | 10:54 a.m. |  |
| 1. Approval of 10/15/20 Minutes | Moved by L. McAllister/seconded by C. Nichols  Approved. 7 yeas, 0 nays, 0 abstentions. |  |
| 1. November CIPD Report | Accompanying document has details of the meeting. (1) N. Cayton reviewed district-wide courses that need campuses to cooperate on preparing outlines for the next CIPD meeting. (2) A. Krupnick reviewed the discussion he led questioning whether COUN 200 level courses meet the definition of degree applicable. Each curriculum chair will discuss with the counseling department at their campus, but current update proposals will continue. (3) The committee reviewed a draft document provided during the CIPD tmeeting that was attempting to further define areas of the consultation process that were vague and problematic. BCC curriculum committee responses summarized here: concern that, as written, one campus could have the ability to push through changes that others don’t want/have a good reason to object to; if agreed changes are held up due to a single faculty member not doing the work in Curricunet, the campus curriculum committee should take care of it rather than instituting a harsh punishment, such as refusing to put the course in the schedule—this would hurt students, besides, the decision whether to offer courses is the purview of individual campuses and their enrollment management plan. | K. Hay will share the committee’s thoughts and concerns regarding the proposed changes to the consultation process at the VPI’s meeting.  A. Krupnick will share the committee’s thoughts and concerns egarding the proposed changes to the consultation process at the next CIPD meeting. |

|  |  |  |  |
| --- | --- | --- | --- |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | | **FOLLOW UP ACTION** |
| 1. Curriculum Proposals | Summary of actions listed here, for complete details, see spreadsheet of curriculum actions. The following courses were approved: AFRAN 001; BIOL 013; MM/DI 520B. DE update only: 94 courses in Multimedia Arts. No program prposals.  F. Banga moved/L. McAllister seconded  9 yeas, 0 nays, 0 abstentions. | These items will be on the CIPD agenda for December. | |
| 1. Other | 1. C. Bernard requesting committee thoughts on what kind of information should be approved (or not) in the new regular and effective contact section of the COR. Overall consensus that information should not be overly prescriptive and/or based solely on one instructor’s activities; a generic “boilerplate approach would likely be too general. Note any changes to directions or other information in Curricunet would have to be agreed upon by the other campuses and implemented by Curricunet for all. A. Krupnick working on a tutorial that will be available to better guide instructors and can have BCC-specific directions.  2. L. McAllister noted that Assessment Coordinator Pieter de Haan’s presentation in the most recent academic senate meeting indicated that proposed changes to ILOs would not present a problem in Curricunet and/or for the Curriculum Committee’s work. Is this assertion true? | If there are any entries of concern, C. Bernard will discuss with the committee. | |
| 1. Adjourn | 12:22 p.m. |  | |