**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

**April 15, 2021, 10:50 am-12:20 pm**

**Present:** Chris Bernard, Joseph J. Bielanski, Jr., Nancy Cayton, Joya Chavarin, Mary Clarke-Miller, Kuni Hay, Jenny Lowood, Linda McAllister, Catherine Nichols, Jenny Yap

**Absent:**  Fabián Banga, Lisa Cook, Barbara Des Rochers, Ari Krupnick

**Guests:** Cora Leighton, Randy Yang

Meeting took place via Zoom *#*970 1516 3347

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| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. Call to Order and Agenda Review
 | 10:55 a.m. |  |
| 1. Approval of 3/4/21 & 3/25/21 Minutes
 | Moved by J. Lowood, seconded by M. Clarke-MillerApproved: 7 yeas, 0 nays, 1 abstention. |  |
| 1. CVC Consortium, DE Infrastructure at BCC, and Peer Online Course Review
 | C. Bernard gave a brief overview of the California Virtual Campus Online Educational Initiative (CVC-OEI) Consortium and the requirements to participate. BCC is moving toward full participation. Peer Online Course Review (POCR) is required. BCC has been working on training and set up of local POCR. The first three BCC courses will now undergo OEI review. We are working toward having our courses “badged” in order to attract the most students.The DE committee has been focused on getting POCR up and running. Now it is working on setting up an infrastructure to scale up the number of courses we have in the consortium. C. Leighton discussed the committee’s ideas for setting up the infrastructure to prepare for post-pandemic DE demand. K. Hay noted that the DE committee will make a recommendation for how to move forward.The PowerPoint slides that accompanied the report are available. |  |
| 1. April CIPD Report
 | See handout with meeting materials. In addition, note that the Laney’s Virtual Production program was approved via a vote despite BCC concerns over content overlap with BCC’s multimedia programs and desire for additional time to consult on the courses and program. |  |
| IV. April CIPD Report continued | Courses without an Ethnic Studies prefix may count for CSU Area F if cross-listed with an Ethnic Studies prefix course. However, the committee needs clarification on what the minimum qualifications to teach such courses would be and whether the non-Ethnic Studies prefix course will satisfy the Area F requirements. |  |
| 1. Curriculum Plans
 | L. McAllister made an initial report on the status of the curriculum plans. The plans were due 4/1/21. Many plans are not completed. What should the committee do next? It was determined that L. McAllister will reach out to programs that have blank or incomplete plans to determine what barriers they experienced and if they plan to submit any curriculum items for 21-22. Committee members suggested that the departments that submitted on time should have priority when planning for curriculum projects for 21-22 and that those that do not submit cannot propose any new courses/programs. Committee members also suggested extending the deadline to submit the plans with the understanding that the committee will need time to review the plans and set the schedule for next year before the end of the semester. | L. McAllister will reach out to programs that have blank or incomplete plans.Curriculum plans will be put on the next department chairs’ meeting agenda. |
| 1. Committee Membership for 2021-22
 | L. McAllister asked committee members to consider if they will continue in their role again in 21-22 and/or the option of rotating membership on this committee (as well as others) within their department. Committee members will be asked to confirm their intentions at a future meeting. In addition, committee members should consider rotating assigned tech review tasks so that each can learn new tasks. | Committee members, with their departments, determine if they will continue serving on the committee for 21-22 or who else will fill the role. |
| 1. Curriculum Proposals
 | Summary of actions listed here, for complete details, see spreadsheet of curriculum actions. The following course proposals were approved: MATH 011; AFRAM 033; ASAME 011; ETHST 001, 002; M/LAT 033. There were no program proposals.Moved by C. Nichols/seconded by J. YapApproved 8 yeas, 0 nays, 0 abstentions. | MATH 011 will go on the May CIPD agenda. All other course proposals are complete at the curriculum committee level. |
| 1. Other
 | M. Clarke-Miller wants the CIPD role and processes examined because policies seem to be applied in an unfair and/or inconsistent fashion. K. Hay stated that she has not seen another district with a group that functions quite like CIPD; faculty should have more autonomy. She further noted that the existence of CIPD is not required by any laws or regulations. J. Bielanski said that due to Peralta issuing a single district transcript and the uniform course numbering system, any change to CIPD processes would have to take these factors into consideration. L. McAllister  |  |
| *VIII. Other continued* | informed the committee of a recent idea from one of the other campuses’ curriculum committee to have consultation embedded into the curriculum proposal in Curricunet for greater transparency and to ensure that the steps are followed.C. Bernard raised the question of whether courses in the CVC-OEI consortium will need some kind of articulation agreement so that students can be assured of taking courses that will meet their educational goals. For the time being, students will need to work closely with counselors in order to ensure that courses they select from the consortium will meet their goals. |  |
| 1. Adjourn
 | 12:19 p.m. |  |