**Report of 4/19/21 CIPD Administrative Meeting**

I. Update on GoverNet Online Catalog Module

S. Brown reported that GoverNet’s catalog team would host a meeting the following week provide information about the implementation of this module. VPIs invited the people from their campuses who will work on this project to attend the meeting.

II. Updated Business Administration Transfer Model Curriculum

All campuses should create this as a new proposal (not a modification) to make the change to the new template. Proposals should be ready for approval by the October 2021 CIPD meeting to allow sufficient time for state approval and to meet catalog deadlines. The title of the program is “Business Administration 2.0.” It will replace the old AS-T in the 22-23 catalog.

III. Updated ADT Check List

A. Elmasry provided an update ADT checklist with current information in COCI and items pending approval in Curricunet. She requested that each campus review their information in the document and confirm or correct it.

IV. Update on District-Wide Consultation Process

Discussion to confirm a process for changes to shared curriculum when one or more campuses do not respond or do not agree to proposed changes. In such cases, the topic will be discussed at CIPD. CIPD will vote on whether the changes should move forward. If approved, the planned changes are documented and a timeline for all campuses to bring the items to CIPD will be approved. If a college still does not have items ready in time for the agreed upon effective date, VPIs have agreed that these courses will be removed from the schedule of classes. The courses will remain active in COCI, ASSIST, Curricunet, etc., but will not be available in PeopleSoft for scheduling until the update is complete. The concern that the negative impact of this practice will fall primarily on students, especially for transfer or degree requirement courses, was raised.

V. Online Equity and Curriculum: what is our rule?

S. Brown asked CIPD members to consider what role we play in ensuring equity as members of our campus committees and CIPD. Break out room discussions lasted for about 15 minutes to discuss this question.

VI. CIPD 2020-2021 End of Year Survey

Members had an opportunity during the meeting as well as after to complete the survey.

VII. Update on PCCD Discipline List, Fall 2021

A. Elmasry has been working on this and will continue over the summer. She believes it will be ready for review by the district academic senate in the fall.

VIII. Update on PCCD PCAH, beginning of Fall 2021

A. Elmasry will edit the current handbook to reflect changes approved at CIPD during the year as well as other required updates such as changes to included BPs/APs and regulations. Updated directions for entering DE information will be included. Work on the handbook will take place during the summer. A draft should be ready for review in fall.