**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

**October 7, 2021, 10:50 am-12:20 pm**

**Members Present:** Fabián Banga, Chris Bernard, Joseph J. Bielanski, Jr., Nancy Cayton, Mary Clarke-Miller, Lisa Cook, Barbara Des Rochers, Ari Krupnick, Cora Leighton, Jenny Lowood, Linda McAllister, Catherine Nichols, Jenny Yap, Dmitriy Zhiv

**Members Absent:** Pete Dubois, Kuni Hay, Christopher Lewis

**Guests:** Joya Chavarin, Heather Dodge

Meeting took place via Zoom *#*974 2179 7775

|  |  |  |
| --- | --- | --- |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. Call to Order and Agenda Review
 | 10:52 a.m. |  |
| 1. Approval of 9/16/21 Minutes
 | Moved to approve by J. Bielanski, seconded by D. Zhiv. 11 yeas, 0 nays, 0 abstentions. |  |
| 1. Report from October CIPD Meeting
 | Refer to handout for summary of CIPD meeting.  | A. Krupnick will forward the CIPD self-evaluation data provided at the October meeting |
| 1. Vote on Proposal to Faculty Senate about Functioning of CIPD
 | A. Krupnick moved to approve, F. Banga seconded. 12 yeas, 0 nays, 0 abstentions.Approved as amended. | The proposal will be presented to BCC’s Academic Senate for endorsement |
| 1. HyFlex
 | C. Leighton summarized [what HyFlex instruction is](https://library.educause.edu/-/media/files/library/2020/7/eli7173.pdf), the benefits of it, and that the DE committee is exploring using it. Delgado Community College in New Orleans, which has a similar student population at BCC has started using HyFlex. In California, Los Rios and College of the Desert have starting using it. The DE committee wanted to bring this their interest in this format to the attention of the Curriculum Committee and explore whether the DE tab in Curricunet would need revision to accommodate it. It is anticipated that the soonest a HyFlex course might be offered in Fall 2023.  | C. Leighton and C. Bernard will discuss the current description for fully online courses on the course outline with the DE committee and bring any suggested changes back to the Curriculum Committee. |
| 1. Dynamically Dated Courses
 | This item was pulled from the agenda |  |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. [Affordable Educational Materials Subcommittee](https://peralta4-my.sharepoint.com/%3Aw%3A/g/personal/hdodge_peralta_edu/EV48FwGRvzZLsJ_gAmSf7zABc3qGn9tqfPEpeu2tPY1siw?rtime=GLU8DsSJ2Ug)
 | J. Yap and H. Dodge provided information about this newly approved subcommittee of the Academic Senate. It supports any method of making instructional materials cheaper for students, not just OER. They request a representative from the Curriculum Committee to serve on this subcommittee. The subcommittee will begin meeting in the spring semester. | Anyone interested in representing the Curriculum Committee on this committee should email A. Krupnick, H. Dodge, and J. Yap. |
| 1. University of California Transfer Course Agreement (UC TCA) Approvals & Denials for 21-22
 | J. Bielanski provided a list of courses approved and denied from the most recent submission for UC review. Contact him to get details on the reason for any denial or to plan future submittals. | Contact J. Bielanski for details on denials or to submit a course in the future. |
| 1. Review Draft of Participatory Governance Manual Entry Update for Curriculum Committee
 | A. Krupnick showed a draft entry for the Curriculum Committee in the Participatory Governance Manual. Most information listed comes from committee bylaws. The committee will vote on the final version at the next meeting. | Committee members to review the document before the next meeting. Send any suggested changes to A. Krupnick before the next meeting. The document is posted on the [committee website](https://www.berkeleycitycollege.edu/curriculum/curriculum-committee-calendar/curriculum-committee-agenda/). |
| 1. Curriculum Proposals
 | The following is a list of items that the committee took action on. For complete details on each item, see spreadsheet of curriculum items. The following course proposals were approved: MATH 201; SOC 001. There were no program proposals.Moved to approve C. Nichols, seconded by J. BielanskiApproved: 13 yeas, 0 nays, 0 abstentions. | Approved items will be on the November CIPD agenda. |
| 1. Other
 | J. Lowood informed the committee that as a result of the rejection of the proposed Education program at the May CIPD meeting, the Education faculty plan to submit an alternative program this semester. M. Clarke-Miller informed the committee that the Animation and Game AA degree will be undergoing a revision. |  |
| 1. Adjourn
 | 12:19 p.m. |  |