**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

**October 6, 2022, 10:50 am-12:20 pm**

**Membership:**  (Attended = marked with “X”, Partial Attendance “P”)

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| --- | --- | --- | --- | --- | --- |
| P | Fabián Banga |  | Barbara Des Rochers | X | Catherine Nichols |
| P | Chris Bernard | X | Ari Krupnick | X | Kelly Pernell |
| X | Joseph Bielanski | X | Charlotte Lee | X | Jenny Yap |
| X | Nancy Cayton | P | Cora Leighton |  | Dmitriy Zhiv |
| P | Mary Clarke-Miller |  | Jenny Lowood |  |  |

**Non-Voting Members:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Lisa Cook | P | Kuni Hay |  | Chris Lewis |
| P | Stacey Shears |  |  |  |  |

**Vacant Positions:** ASL Rep, ESOL Rep, ASBCC Rep

**Guests:** Pieter de Haan

Meeting took place via Zoom *#*958 2846 6022

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| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. Call to Order and Agenda Review | 10:52 a.m. |  |
| 1. Approval of Agenda | Motion by C. Nichols, second by J. Bielanski. Final Resolution: Motion Carries.  Yea: J. Bielanski, N. Cayton, A. Krupnick, C. Lee, C. Nichols, K. Pernell, J. Yap |  |
| 1. Approval of 9/15/22 Minutes | Motion by J. Bielanski, second by K. Pernell. Final Resolution: Motion Carries.  Yea: J. Bielanski, N. Cayton, A. Krupnick, C. Lee, C. Nichols, K. Pernell, J. Yap |  |
| 1. Public Comment | None |  |
| 1. Articulation Officer Report | * + 1. The college has received a request from SFSU for a syllabus for the purposes of articulation, but it is not easy to obtain a syllabus     2. It is important to ensure that all course outlines have a sufficient number of texts and that they have been published recently enough     3. In 2025-26 the single transfer pattern will be effective. |  |
| 1. Report of September CIPD Meeting | See written report. |  |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. Discuss ASL 057 & MM/AN 002 Placement in PCCD GE Area 2 | A meeting is planned for next week to this issue with the ASL department chair, so a decision on ASL 057 will be postponed until after that discussion. J. Bielanski noted that MM/AN 002 is already approved for area 3 and so it can’t also be approved for area 2. Adding it to area 3 was an error and it should be removed. Motion to recommend to CIPD that MM/AN 002 is removed from Area 2 by C. Lee, second by C. Bernard. Final Resolution: Motion Carries.  Yea: F. Banga, C. Bernard, J. Bielanski, N. Cayton, A. Krupnick, C. Lee, C. Leighton, C. Nichols, K. Pernell, J. Yap | Determination on ASL 057 at 10/20 meeting. Removing MM/AN 002 from Area 2 will go on CIPD agenda. |
| 1. Reactivation of LRNRE 501 | Tabled because J. Lowood who requested the discussion was not present. | Move to 10/20 agenda |
| 1. Hidden Degree Requirements | C. Nichols used a graphic of the required courses in the Environmental Science degree as well as all pre- and co-requisites that are necessary for it to discuss the true pathway for a student to complete the degree. This is only one example of programs that have such “hidden pre-requisites.” The college has not made a practice of listing pre- and co-requisites on the recommended sequence of courses. The difficulties this causes for students to efficiently complete a degree or program were noted including, some requisites were no longer being offered at this campus or in the district, no way to clearly see all of the requirements easily and in one place, multiple steps to clear requisites, the likelihood of the total units for the degree exceeding 60 and perhaps extending the number of semesters at BCC before the student can complete the degree/transfer.  Various solutions were suggested including, adding a multiple measures option to the requisites on the gatekeeper math courses; streamlining the process to clear requisites, including using the Guided Self Placement to allow students into other courses that have the same requisites as MATH 013; Science faculty to consider if the pre-requisites for their courses could be adjusted to reduce the number courses necessary before getting into the required courses, working with the Guided Pathways team to create clearer and more specific paths for all degrees, including specific GE courses.  The curriculum committee is interested in reducing barriers and streamlining the enrollment process for students. We need direction on what role we can play to support this, such as will adding a multiple measures option to course requisites assist students? | As a short term plan to make students aware of additional courses they may need in addition to the listed required courses, the committee has agreed that all programs that have “hidden” requisites will have a statement with the recommended course sequence that notes that courses in the program have requisites and they should work closely with a counselor.  As a long term plan, the committee would like to work with the GP group to ensure that paths to a degree are transparent and include all requisites, as well as explore listing specific courses to satisfy GE requirements, where applicable, to help students complete a program. M. Clare-Miller and C. Nichols agreed to bring this information to the GP group. |
| 1. Ethnic Studies: It’s Not Just Area F | Informational item to make committee members aware of IGETC/CalGETC Area 7 and AA/AS area that will also require students to complete an Ethnic Studies course in the next two years for. Refer to accompanying Power Point slides for additional information. |  |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. Curriculum Proposals | The following is a simplified list of items that the committee took action on. For complete details on each item, see the [spreadsheet of curriculum items](https://www.berkeleycitycollege.edu/curriculum/files/2022/10/10-6-22-Curriculum-Items-for-Approval.xlsx) available on the committee agenda page. The following course proposals were approved: BUS 024; ASTR 015; SOC 006. The following program proposals were approved: Physics AS-T, Environmental Science AS-T. | Approval complete for BUS 024. All other items will be forwarded to the November CIPD agenda. |
| 1. Announcements | None |  |
| 1. Adjourn | 12:15 p.m. |  |