**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

**September 1, 2022, 10:50 am-12:20 pm**

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

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| --- | --- | --- | --- | --- | --- |
| P | Fabián Banga | P | Barbara Des Rochers | X | Catherine Nichols |
| P | Chris Bernard | X | Ari Krupnick | X | Kelly Pernell |
| X | Joseph Bielanski | P | Charlotte Lee (Tim Rose substituted for most of meeting) | X | Jenny Yap |
| X | Nancy Cayton | X | Cora Leighton |  | Dmitriy Zhiv |
| P | Mary Clarke-Miller | P | Jenny Lowood |  |  |

**Non-Voting Members:**

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

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

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 | 10:51 a.m. |  |
| 1. Approval of Agenda | Motion by J. Bielanski, second by C. Nichols. Final Resolution: Motion Carries.  Yea: J. Bielanski, N. Cayton, A. Krupnick, C. Leighton, C. Nichols, K. Pernell, J. Yap |  |
| 1. Approval of 9/1/22 Minutes | Motion by C. Leighton, second by C. Nichols. Final Resolution: Motion Carries.  Yea: F. Banga, J. Bielanski, N. Cayton, B. Des Rochers, A. Krupnick, C. Leighton, C. Nichols, K. Pernell, J. Yap  Abstain: T. Rose |  |
| 1. Public Comment | None |  |
| 1. Articulation Officer Report | * + 1. AB 928 Singular Transfer Path: CalGETC. The final configuration will be complete by end of Dec. 2023. New path will be effective for 2024-25.     2. AB 1111 Common Course Numbering (CCN). All CCCs to adopt the system and incorporate into their catalog by July 1, 2024. There is a CCN Workgroup working on this now, no details are available yet.     3. If approved today, the five Ethnic Studies courses on the committee agenda will be submitted immediately for re-review for Area F. |  |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. Report of September CIPD Meeting | See written report. |  |
| 1. Curriculum Committee 22-23 Goals | Suggestions and ideas provided at the previous meeting were incorporated into a new draft. The goals are intended to be specific for the 2022-23 year and not long-term or on-going items. Motion to adopt the goals by B. Des Rochers, second by M. Clarke-Miller. Final Resolution: Motion Carries.  Yea: F. Banga, J. Bielanski, N. Cayton, M. Clarke-Miller, B. Des Rochers, A. Krupnick, C. Leighton, J. Lowood, C. Nichols, K. Pernell, J. Yap, T. Rose.  Abstain: C. Bernard |  |
| 1. BCC Academic Senate Appointee for CIPD Membership | BCC is looking for a volunteer from the Curriculum Committee to serve as the faculty senate appointee on CIPD. If no members are available to serve, the BCC Academic Senate will appoint someone. | Interested members should contact the Committee Chairs and Specialist. |
| 1. OER and Zero Textbook Cost Information on Course Outlines | J. Yap made a presentation requesting feedback and support on including some notation on the course outline of low and zero cost text options. “Low cost” would need to be locally defined, however, many other colleges set this around $40-50. Adding this information would make instructors aware of available materials that they might not otherwise be familiar with. C. Bernard noted that at this time the CVC allows students to sort for this feature among the available courses and POCR has added a checklist item. Ideas for how the information could be noted included adding checkboxes to the existing tab or requiring a column where a book’s price is filled in. It was noted that free and low cost materials are typically not updated as frequently as textbooks, so may exceed our 5 year requirement and require a justification. Motion to add some indication of free and low cost texts in course outline in Curricunet (exact method or design to be determined) by C. Nichols, second by B. Des Rochers. Final resolution: Motion carries.  Yea: F. Banga, C. Bernard, J. Bielanski, M. Clarke-Miller, B. Des Rochers, A. Krupnick, C. Leighton, J. Lowood, C. Nichols, K. Pernell, J. Yap, T. Rose.  Abstain: N. Cayton | J. Yap will connect with other campuses working on OER and Zero Textbook Cost to coordinate ideas and plan for changes. |
| 1. Discuss ASL 057 & MM/AN 002 Placement in PCCD GE Area 2 | N. Cayton requested that the committee review the recent approval of ASL 057 & MM/AN 002 for PCCD General Education Area 2 (Social and Behavioral Sciences) by the district GE Subcommittee as submitted at the May CIPD meeting. Based on review of the course outlines, these courses do not seem well suited for this GE area and in particular do not seem to fulfill the requirement to “help the student develop an awareness of the method of inquiry used by the social and behavioral sciences.” Students are only required to take one course in Area 2. Thus, the available courses should be limited to those that definitely provide the knowledge and skills listed required as listed in AP 4100. There are already many available in this area. | No official motion was made, but the committee will request clarification from the ASL and Multimedia departments on whether they believe their courses fit into this GE area. If so, the course outlines would need revision to clearly show how these courses meet the definition. If not, BCC can make a request at CIPD to have these items removed from Area 2. |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. Ethnic Studies: It’s Not Just Area F |  | Tabled due to lack of time, will be on next agenda. |
| 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/2022/09/9-15-22-Curriculum-Items-for-Approval.xlsx) available on the committee agenda page. The following course proposals were approved: AFRAM 001, 033; ASAME 011; ETHST 002; M/LAT 033. There were no program proposals. | Approval complete for all items. Articulation Officer will resubmit all items for Area F review prior to 9/30/22 deadline. |
| 1. Announcements | None |  |
| 1. Adjourn | 12:17 p.m. |  |