**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

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

**Membership:**  (Attended = marked with “X”, Partial Attendance = “P”, Absent = “0”)

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| --- | --- | --- | --- | --- | --- |
| 0 | Fabián Banga | P | Barbara Des Rochers | X | Kelly Pernell |
| P | Chris Bernard | X | Ari Krupnick | X | Jenny Yap |
| X | Joseph Bielanski | P | Charlotte Lee | X | Dmitriy Zhiv |
| X | Nancy Cayton | X | Cora Leighton |  |  |
| P | Mary Clarke-Miller | X | Catherine Nichols |  |  |

**Non-Voting Members:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 0 | Lisa Cook | 0 | Kuni Hay | P | Chris Lewis |
| P | Stacey Shears | 0 | Thierry Yan |  |  |

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

**Guests:** None

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, D. Zhiv, second by J. Bielanski . Final Resolution: Approved.  Yea: J. Bielanski, N. Cayton, A. Krupnick, C. Leighton, C. Nichols, K. Pernell, J. Yap, D. Zhiv. |  |
| 1. Approval of 11/17/22 Minutes | Motion by J. Bielanski, second by C. Nichols. Final Resolution: Approved.  Yea: J. Bielanski, N. Cayton, B. Des Rochers, A. Krupnick, C. Lee, C. Leighton, C. Nichols, K. Pernell, J. Yap.  Abstain: D. Zhiv |  |
| 1. Public Comment | None |  |
| 1. Articulation Officer Report | A. ASSIST.org will be undergoing changes and a new version will be effective Fall 2023 which is supposed to be easier to use  B. Keep Textbooks on Course Outlines Current  1. Reminded committee members that the textbooks listed on course outlines should be 5 years or less since publication (or with a justification for older books) |  |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| *Articulation Officer Report continued* | otherwise they will be rejected for articulation.  2. Asked if there is a process to keep texts updated.  3. A. Krupnick noted that checking the publication date of listed texts is part of the tech review for each outline. However, we don’t have a way to force departments to update their outlines. |  |
| 1. Report & Discussion of Submitted Course Minimum Qualifications | The following proposed minimum qualification (MQ) assignments were tabled at the 11/17 meeting to allow additional time for further review. Discussion resumed on these items.  1. EDUC 018: A. Krupnick checked which MQ other colleges assigned for this course and found that all those responding used the Mathematics discipline only. The purpose of the course is to provide sufficient math skills to those going into teaching so that they will have enough foundational knowledge to teach children. It is not meant to be a course on how to teach math. The C-ID descriptor (MATH 120) was reviewed and it showed that the content was almost all math skills and only a very small amount was about how to teach math.  Tabled for further discussion with Math and Social Science chairs and deans.  2. HUSV 500A & 500B: we are waiting for confirmation on whether these should also change from Psychology or Health to Health Care Ancillaries (or another non-master’s option), similar to HUSV 510A & B.  Tabled for confirmation from HUSV leads on how to proceed. | A. Krupnick will follow up with both areas regarding these 3 remaining MQ recommendations. |
| 1. Curriculum Proposals | The following is a list of items that the committee took action on. For complete details on each item, see s[preadsheet of curriculum items](https://www.berkeleycitycollege.edu/curriculum/files/2022/11/12-1-22-Curriculum-Items-for-Approval-1.xlsx) available on the committee agenda page. The following courses had proposals that were approved: ART 024, 030, 031; EDUC 502A, 502B; ESOL 255A, 255B, 255C, 255D, 550, 555A, 555B; LRNRE 100, 220, 221, 222, 501. The following programs proposals were approved: CBEST Test Preparation Certificate of Completion.  Motion by B. Des Rochers, second by C. Nichols. Final Resolution: Approved.  Yea: C. Bernard, J. Bielanski, N. Cayton, M. Clarke-Miller, B. Des Rochers, A. Krupnick, C. Lee, C. Leighton, C. Nichols, K. Pernell, J. Yap, D. Zhiv. | Items that require approval beyond the committee level will be placed on the December CIPD agenda. |
| 1. Announcements | K. Pernell encouraged people to participate in the Communication ILO assessment this semester. She will send detailed information out by email. Contact her with questions. |  |
| 1. Adjourn | 11:30 a.m. |  |