**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

**February 16, 2023, 10:50 am-12:20 pm**

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

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

**Non-Voting Members:**

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

**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 | 10:52 a.m. |  |
| 1. Welcome New Member | Amy Herrera has joined the committee as Counseling Rep. C. Nichols had been serving as both Counseling Rep and committee Co-Chair. She will continue as Co-Chair |  |
| 1. Approval of Agenda | Motion by J. Bielanski, second by F. Banga . Final Resolution: Approved.  Yea: F. Banga, C. Bernard, J. Bielanski, N. Cayton, M. Clarke-Miller, B. Des Rochers,  A. Herrera, A. Krupnick, C. Leighton, C. Nichols, K. Pernell, J. Yap, D. Zhiv. |  |
| 1. Approval of 2/2/23 Minutes | Motion by D. Zhiv, second by F. Banga. Final Resolution: Approved.  F. Banga, C. Bernard, J. Bielanski, N. Cayton, M. Clarke-Miller, B. Des Rochers,  A. Herrera, C. Leighton, C. Nichols, K. Pernell, J. Yap, D. Zhiv.  Abstain: A. Krupnick |  |
| 1. Public Comment | None |  |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. Articulation Officer Report | J. Bielanski reports that later today he will participate in a meeting regarding adding information about private universities into assist.org. |  |
| 1. Guided Pathways (GP) Report | A website for GP is under development. First Floor Group is working with counselors to map how each Academic and Career Community (ACC) will be structured. Counselors will map degree paths with discipline faculty. GP group will be working on how to make “hidden prerequisites” explicit in the mapping and sequencing. |  |
| 1. February CIPD Report | Refer to [handout](https://www.berkeleycitycollege.edu/curriculum/files/2023/02/CIPD-Report-from-2-6-23.docx) provided. |  |
| 1. Review of courses in PCCD GE Area 5 (Ethnic Studies) | In preparation for the new online catalog there has been a detailed review of all course information listed in the catalog. In addition a new Ethnic Studies requirement for local degrees has been approved in Title 5. As a result of these changes, it appears that there are some courses approved for Peralta GE area 5 that may not be a good fit. Committee members are asked to review courses currently approved for this area and determine if they meet the definition as stated in AP 4100. It was noted that many of the currently approved courses were approved two decades or more ago. Also noted was students only need one course to fulfill this requirement, thus the course should be a good representative of Ethnic Studies focusing on one or more of the core disciplines. Changing the PCCD GE status of courses in this area could impact students’ ability to complete their degree in a timely fashion. Additionally, the choice to remove shared Peralta courses cannot be made by BCC-alone.  Courses recommended by our committee for approval or removal from PCCD GE Areas will be submitted to CIPD’s GE Subcommittee for review and endorsement. The subcommittee submits their recommendations to CIPD for final endorsement. | 1. Departments will be contacted to determine if they want their course to continue to in Area 5. If no, the committee will recommend removal. If so, and the outlines don’t appear to be a good match, the department will have the opportunity to update the outline to be in alignment with expectations for Ethnic Studies courses.  2. Outlines for each course currently approved for Area 5 will be provided to the committee to review prior to the 3/2 meeting. |
| 1. Curriculum Planning   *continued on next page* | A. Krupnick summarized recent approaches to curriculum planning over the last 2-3 years. The most recent approaches have emphasized meeting with members of the department and the curriculum rep during a spring semester to plan. Significant actions would be launched during the following fall. It is time intensive to do this work well and is not possible to meet with every department in a single spring semester. As a result it is suggested to move to a 3-year rotation. Departments would be grouped together that are likely to have impact on each other. With this arrangement, 1/3 of departments would plan this semester, 1/3 in 2024, and 1/3 in 2025. Departments could launch needed proposals outside of this | A. Krupnick will revise the department groupings from three into four based on committee feedback and bring the revised rotation for committee review and action at the next meeting. |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| *Curriculum Planning continued* | schedule, but it is expected that once the rotation is established the need to launch major items outside of the schedule will be greatly reduced. Instead, committee members recommended establishing four groups to make the number of departments per semester more manageable in addition, it was recommended to plan in both fall and spring terms so that there is less time between each planning period for the departments.  Planning meetings would take place outside of the committee meetings and, when plans were finalized, would be submitted for committee review and endorsement. |  |
| 1. Curriculum Committee Training | A. Krupnick did a training for the committee on the basic standards for the Associate Degree. Slides from the training may be reviewed at this [link](https://www.berkeleycitycollege.edu/curriculum/files/2023/01/CCC_Core_Competencies_Background_2022.pdf). Trainings in the near future will include more details about local degrees and Associate Degrees for Transfer (ADTs). |  |
| 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](https://www.berkeleycitycollege.edu/curriculum/files/2023/01/2-2-23-Curriculum-Items-for-Approval.xlsx) available on the committee agenda page. The following courses had proposals that were approved: ART 016; COUN 024; HUSV 117. There were no program proposals under consideration.  Motion by F. Banga second by B. Des Rochers. Final Resolution: Approved.  Yea: F. Banga, C. Bernard, J. Bielanski, N. Cayton, B. Des Rochers, A. Herrera,  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 April CIPD agenda. |
| 1. Announcements | F. Banga is working on creating a list of common degrees that are not named in the MQ requirements, but are equivalent and should be granted equivalency automatically if on the list. This is a project of the academic senate. Contact F. Banga if interested in participating. |  |
| 1. Adjourn | 12:20 p.m. |  |