**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

**February 2, 2023, 10:50 am-12:20 pm**

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

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

**Non-Voting Members:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| P | 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
 | 10:53 a.m. |  |
| 1. Approval of Agenda
 | Motion by, J. Bielanski, second by B. Des Rochers . Final Resolution: Approved.Yea: J. Bielanski, N. Cayton, M. Clarke-Miller, B. Des Rochers, C. Leighton, C. Nichols, K. Pernell, J. Yap, D. Zhiv. |  |
| 1. Approval of 12/1/22 Minutes
 | Motion by D. Zhiv, second by B. Des Rochers. Final Resolution: Approved.Yea: J. Bielanski, N. Cayton, M. Clarke-Miller, B. Des Rochers, C. Leighton, C. Nichols, K. Pernell, J. Yap, D. Zhiv |  |
| 1. Public Comment
 | None |  |
| 1. Articulation Officer Report
 | J. Bielanski reports that, as typical for the start of a semester, he is responding to questions and requests. |  |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. December CIPD Report
 | Refer to [handout](https://www.berkeleycitycollege.edu/curriculum/files/2023/01/CIPD-Report-from-12-12-22.docx) provided. |  |
| 1. Report on Online Catalog/Meta Catalog Module
 | N. Cayton reported that the next catalog will be produced using the Curriqunet online catalog module. Tom Rizza is the Catalog Coordinator. N. Cayton is reviewing all course and program information now. Other sections of the catalog will be sent electronically for other members of the college to review. |  |
| 1. Meeting Format for Spring 2023
 | C. Nichols reported that the COVID health emergency has been declared to end 2/28/23 by the governor. We are waiting for legal advice from the district’s general counsel’s office on whether and how meetings may take place remotely. Some committee members noted that some employees have accommodations that allow them to work remotely, a separate issue from any Brown Act requirements, that could affect meeting format. Also, there is no clear process within the district to ask for exemptions based on this status. |  |
| 1. Minimum Qualification (MQ) for EDUC 018
 | After discussion at previous meetings the MQ for this course was tentatively Mathematics and Education plus a bachelor’s degree in mathematics. Mathematics had been added previously because the course is approved to meet the quantitative reasoning requirement for CSUs. Additionally, of 10 other colleges that have this course, all had an MQ of Mathematics alone. Education faculty were concerned that the course content is not solely mathematics skills, but also how to teach mathematics. It was confirmed that even with the proposed MQ, the course would continue to fall under the Social Sciences department and not Mathematics and the dean who supervises this area has the right of assignment.Motion to approve the Minimum Qualification assignment of Mathematics and Education plus a bachelor’s degree in mathematics to EDUC 018 by K. Pernell, second by D. Zhiv. Final resolution: Approved.Yea: F. Banga, C. Bernard, J. Bielanski, N. Cayton, M. Clarke-Miller, B. Des Rochers, C. Lee, C. Leighton, C. Nichols, K. Pernell, J. Yap, D. Zhiv.Abstain: A. Krupnick | The MQ assignment for this course will be added to BCC’s list of proposed assignments and forwarded to CIPD for discussion with all colleges at the February meeting. (Planned discussion for December was postponed to the February meeting.) |
| 1. New GE Reviewer Position in Curriqunet Workflow
 | C. Nichols and A. Krupnick reported that a new position will be added to the course approval workflow to review the GE tab and qualification for various GE paths. This is in addition to the review already done by the Articulation Officer. The person in this position would not only be checking to see that the GE tab is correct, but also looking for appropriateness to various GE areas for submission. There were no volunteers for this role. |  |
| 1. Review of courses in PCCD GE Area 5 (Ethnic Studies)
 | C. Nichols reported that due to changes in Title 5 related to the new Ethnic Studies requirement for local degrees and the associated core competencies, the committee is being asked to review the courses BCC currently has approved for this area and determine whether they meet this criteria. Materials were provided to the committee to assist in their review including a list of courses currently approved for this area, the Peralta criteria for Ethnic Studies approval for AA/AS degrees, and the core competencies. There was not sufficient time to discuss any of the courses. | This topic will be carried over to the next meeting. Committee members should review the materials provided prior to the meeting. |
| 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: BIOL 118; ESOL 550; ART 133A; CIS 230, 231; SPAN 001A, 001B. There were no program proposals to be considered. Motion by C. Leighton second by B. Des Rochers. Final Resolution: Approved.Yea: F. Banga, C. Bernard, J. Bielanski, N. Cayton, B. Des Rochers, A. Krupnick, C. Lee, C. Leighton, C. Nichols, K. Pernell, J. Yap, D. Zhiv.Abstain: M. Clarke-Miller | Items that require approval beyond the committee level will be placed on the March CIPD agenda. |
| 1. Announcements
 | None |  |
| 1. Adjourn
 | 12:12 p.m. |  |