**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

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

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

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

**Non-Voting Members:**

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

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

**Guests:** Joya Chavarin

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 J. Bielanski, second by M. Clarke-Miller. Final Resolution: Approved.  Yea: F. Banga, J. Bielanski, N. Cayton, M. Clarke-Miller, B. Des Rochers, A. Herrera,  A. Krupnick, C. Leighton, K. Pernell. |  |
| 1. Approval of 2/16/23 Minutes | Motion by J. Bielanski, second by B. Des Rochers. Final Resolution: Approved.  Yea: F. Banga, J. Bielanski, N. Cayton, M. Clarke-Miller, B. Des Rochers, A. Herrera,  A. Krupnick, C. Lee, C. Leighton, K. Pernell, J. Yap. |  |
| 1. Public Comment | None |  |
| 1. Articulation Officer Report | J. Bielanski reports having attended a recent AB 1111 [Task Force](https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Educational-Services-and-Support/common-course-numbering-project) meeting. This legislation requires a state-wide common course numbering system to be in effect by Fall 2024. This task is onerous and previous attempts to implement such a system have failed. The task force continues to look at various models of common numbering systems on smaller and larger scales to inform their work. The common numbering will impact our course numbering and catalogs as well as our curriculum system and shared state systems such as assist.org, C-ID, and COCI. |  |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. Guided Pathways (GP) Report | GP work is holding until the goals for each ACC and finalized. It was previously determined that each ACC needed a team to lead the work in that area and maintain the activities. However, it is not clear if there is funding to institutionalize this structure. The GP team wants to ensure that any structure set up now will be able to continue in the long-term after state GP funding ends. Lisa Cook and Martin de Mucha Flores have asked that the team confirm that any activities they plan will ensure student success. |  |
| 1. Meeting Format for Spring 2023 | The committee will continue to meet over Zoom this semester but are working toward a return to in person meetings by the fall semester. The Brown Act requires public meetings to be in person. Although there have been some modifications to the Brown Act as a result of Covid, including some provision a limited number of members to participate remotely, the number of times they may do so and reasons why they use option are limited. Additionally, these options will sunset within a few years. C. Bernard noted that members may want to follow the progress of the bill [SB 411](https://openstates.org/ca/bills/20232024/SB411/) which would permit some level of “teleconferencing” if passed. |  |
| 1. Review of courses in PCCD GE Area 5 (Ethnic Studies) | 1. In follow up to the discussion at the 2/16 meeting, A. Krupnick contacted all departments with a course in Area 5 that does not have an ethnic studies discipline. All were in agreement that the course(s) did not meet the criteria to be included and approved the removal the course(s) from Area 5. These courses will retain their status in other PCCD GE areas. The committee voted on the endorsement to remove these courses during agenda item 11. This is a recommendation to the GE subcommittee of CIPD to review. Some of the courses are shared by at least one other Peralta college.  2. There are some courses in this area that have an ethnic studies prefix, but are not approved for CSU Area F: AFRAM 033, ASAME 30, ETHST 002, M/LAT 030A (M/LAT 030B has already been removed from this category). Of these courses, all have been submitted and denied, some several times. Should we include courses that meet the Peralta ethnic studies requirement but will not meet the CSU or UC requirement? Is this too confusing for students and counselors? At this time BCC has only 4 courses that meet the Area F requirement. Due to the low number of courses that can meet the transfer requirement for ethnic studies, the committee supported keeping all courses that meet the Peralta ethnic studies requirement to stay in Area 5 to give students as many options as possible to meet the requirement. At the same time, the committee encourages more courses to be approved for Area F and forthcoming Area 7 for UC. | Committee chairs will follow up with Alejandro Wolbert Perez to determine the status of outline revision for existing ethnic studies courses without Area F approval so that they can be resubmitted and plans for any new courses. |
| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| 1. Curriculum Planning | When discussed at the 2/16 meeting, there was a proposed plan of creating three rotating groups of departments that would plan during the spring semester, one group each year. The committee recommended changing to four groups with planning taking place each semester to better manage work load. A revised rotation based on that feedback was provided for the committee to review. The groups are as follows:  1. Modern Languages, ASL, English, Library, Counseling 2. Science, Math, CIS 3. Social Science, BUS/ECON 4. Multimedia, Arts and Cultural Studies  Motion to approved the groups as listed and for planning to take place every semester by  F. Banga, second by M. Clarke-Miller. Final Resolution: Approved.  Yea: F. Banga, C. Bernard, J. Bielanski, N. Cayton, M. Clarke-Miller, B. Des Rochers,  A. Herrera, A. Krupnick, C. Lee, C. Leighton, K. Pernell, J. Yap. | The committee chairs will draft a document that outlines the details and timelines of the planning process. |
| 1. Effective Dates | To better inform decisions regarding establishing a timeline for effective dates, A. Krupnick asked K. Hay about whether the change to the online catalog will allow for any changes to catalog and addendum deadlines and/or whether the addendum could include a mid-year changes. | Committee chairs, K. Hay, and N. Cayton will discuss the catalog and addendum timelines in detail at a separate meeting and then bring the information back to the committee. |
| 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/2023/02/3-2-23-Curriculum-Items-for-Approval.xlsx) available on the committee agenda page. There were no course proposals that were under consideration, however, the following courses were recommended for removal from PCCD GE Area 5: ANTHR 055; COMM 006; ENGL 050; HIST 019; MUSIC 015A, 015B; SOC 005. The following program update was approved: Sociology AA-T.  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, K. Pernell, J. Yap, D. Zhiv. | The program update will be put on the March CIPD agenda.  Recommendations for changes to PCCD GE Areas will be submitted to CIPD’s GE Subcommittee for review and endorsement. The subcommittee, which meets in April, submits their recommendations to CIPD for final endorsement at the May meeting. |
| 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.  B. Des Rochers announced an interest in pursuing a different formula for how faculty load for lab courses is computed. |  |
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| *Announcements continued* | K. Pernell announced: 1) The Assessment Committee will be analyzing the courses currently mapped to the Ethics and Personal Responsibility ILO. Liaisons will be checking with faculty who teach these courses individually about the mapping. 2) After reviewing the submissions from Communication ILO from fall, the committee would like to increase the number of submissions; faculty with courses mapped to this ILO will be contacted.  C. Leighton noted that rubrics for the ILOs or any rubrics for use by a group of people can be placed in the Canvas Commons so that they can easily be downloaded and put into Canvas shells for use. |  |
| 1. Adjourn | 12:17 p.m. |  |