**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

**September 7, 2023, 10:50 am-12:20 pm**

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| X | Fabián Banga | 0 | Amy Herrera | X | Laura Ruberto |
| X | Joseph Bielanski | 0 | Nima Kianfar | X | Mark Swiencicki |
| X | Nancy Cayton | X | Cora Leighton | X | Jenny Yap |
| X | Barbara Des Rochers | X | Catherine Nichols | 0 | Dmitriy Zhiv |
| X | Svetlana (Lana) Greenberg | X | Kelly Pernell |  |  |

**Non-Voting Members:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| P | Lilia Celhay | X | Kuni Hay | X | Chris Lewis |
| 0 | Stacey Shears |  |  |  |  |

**Vacant Positions:** ASL Rep, BUS/CIS Rep, English Rep, ESOL Rep, Student Member

**Guests:** none

Room: 341A and via Zoom

| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| --- | --- | --- |
| 1. Call to Order and Agenda Review | 10:58 a.m. |  |
| 1. Welcome New Members | C. Nichols recognized the new members of the committee |  |
| 1. Approval of Agenda | Motion to approve by J. Bielanski, second by B. Des Rochers. Final Resolution: Approved. Yea: F. Banga, J. Bielanski, N. Cayton, B. Des Rochers, L. Greenberg, C. Leighton,  K. Pernell, L. Ruberto, M. Swiencicki, J. Yap. |  |
| 1. Approval of 5/18/23 Minutes | Motion by F. Banga, second by K. Pernell. Final Resolution: Approved. Yea: F. Banga, J. Bielanski, N. Cayton, B. Des Rochers, C. Leighton, K. Pernell, J. Yap. Abstain: L. Greenberg, L. Ruberto, M. Swiencicki |  |
| 1. Public Comment | None |  |
| 1. Articulation Officer Report | J. Bielanski reported the following:  1) In order for a course to be transferrable to the UC system, it must be reviewed and approved by UC. A course with UC TCA approval can be transferred as elective credit. Further, this approval is required before it can be submitted for GE review. Of the 16 BCC courses recently submitted, 4 were approved. 2) Assist.org has undergone an update. If anyone notices any errors or feels that the information listed there isn’t right, inform J. Bielanski. |  |
| 1. Guided Pathways (GP) Report | C. Nichols reported that last year, following focus groups, flex day activities, and other discussions, six Academic and Career Communities (ACCs) were determined plus a seventh for undecided. Programs were sorted into the ACCs, names for each ACC were selected, icons for each ACC were created, and discipline faculty and counselors created pathways for each degree program. There will be two events this year to continue work in this area: 10/27 faculty and staff will meet to determine how to promote each ACC. 2/9: the ACC webpage goes live. This year’s GP Leads are Melina Bersamin and Luis Chavez.  C. Nichols is the GP Counseling Coordinator. |  |
| 1. CIPD Report for May | See accompanying [handout](https://www.berkeleycitycollege.edu/curriculum/files/2023/08/CIPD-Report-from-5-22-23.docx).  Additionally, K. Hay noted that: 1) There is a district-wide math subcommittee working to ensure we are compliant with AB 1705 requirements in regard to entry level math courses in non-STEM programs. This affects MATH 016A. 2) There have been changes to Title 5 that affect what was formerly known as Cooperative Work Experience. AP 4103 will need to be updated. Departments with a work experience course will also need to make updates | C. Nichols will contact all departments that have a work experience course. |
| 1. Committee Training | “What Does the Curriculum Committee Do?” Refer to [training slides](https://www.berkeleycitycollege.edu/curriculum/files/2023/09/What-Does-The-Curriculum-Committee-Do_.pptx). |  |
| 1. Review of 2022-23 Committee Goals and Setting 2023-34 Goals | The 2022-23 goals were reviewed. Suggestions for 2023-24 goals include:  • revising the DE tab in Curriqunet to align with Title 5 changes • consider adding a program mapping review into tech review | This topic will be on the next agenda.  Committee members can submit ideas to the chair prior to the meeting. |
| 1. Tech Review Positions | A number of members have left the committee and new members have joined. Tech review roles need to be reviewed and may be revised. New members will be paired with continuing members to learn the requirements for each tech review area. | Contact C. Nichols with any comments about the roles. |
| 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 available as listed on the [committee’s agenda page](https://www.berkeleycitycollege.edu/curriculum/curriculum-committee-calendar/curriculum-committee-agenda/). Course proposals: HUMAN 182; MM/AN 040A. Program proposals: none.  Motion by B. Des Rochers, second by F. Banga. Final Resolution: Approved.  Yea: F. Banga, J. Bielanski, N. Cayton, B. Des Rochers, L. Greenberg, C. Leighton,  K. Pernell, J. Yap.  No: L. Ruberto  Abstain: M. Swiencicki | Items on this agenda requiring approval beyond committee level will be submitted to the October CIPD meeting. |
| 1. Adjourn | 12:12 p.m. |  |