**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

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

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

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

**Non-Voting Members:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| P | Lilia Celhay  | P | Kuni Hay | X | Chris Lewis |
| P | Stacey Shears | X | Michael Johnson (1st sem nonvoting; 2nd sem voting) |  |  |

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

**Guests:** Bibek Mainali

Room: 341A and via Zoom

| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| --- | --- | --- |
| 1. Call to Order and Agenda Review
 | 10:52 a.m. |  |
| 1. Approval of Agenda
 | Motion to approve by K. Pernell, second by F. Banga. Final Resolution: Approved.Yea: F. Banga, J. Bielanski, N. Cayton, B. Des Rochers, A. Herrera, N. Najafi Kianfar, K. Pernell, M. Swiencicki, J. Yap. |  |
| 1. Approval of 10/5/23 Minutes
 | Motion by J. Bielanski, second by J. Yap. Final Resolution: Approved.Yea: J. Bielanski, N. Cayton, B. Des Rochers, A. Herrera, N. Najafi Kianfar, K. Pernell, L. Ruberto, M. Swiencicki, J. Yap.Abstain: F. Banga |  |
| 1. Public Comment
 | None |  |
| 1. Articulation Officer Report (J. Bielanski)

*Articulation Officer report continued* | Submission for GE review is happening now through December 15. Results are expected April-May. Items submitted now for IGETC must have already been approved for UC TCA. Items planned for submission: BIOL 118, PSYCH 028 (after textbooks are updated), PSYCH 061 for Area 5B (second try, will make the argument that this course should be approved because it is approved for the same CSU area)Note that there are some courses that are only approved for CSU transfer pattern. These courses will not be part of CalGETC. There is a recommendation to review these courses and determine what action should be taken because this will reduce options for students to complete the transfer requirements, especially in area 1B Critical Thinking because logic courses will not be considered. A. Herrera recommended exploring the submission of ENGL 001B. Courses already approved for IGETC will move over to CalGETC.J. Bielanski will attend ASSIST office hours virtually.We need to ensure that the correct BCC ADT information appears in the I Can Go To College website. Counselors should report any issues to J. Bielanski.Oral Communication is a new requirement for CalGETC. Courses must be submitted for review. These courses must include the competencies listed in the CalGETC standards. J. Bielanski recommends that all PCCD college COMM faculty work together to review and update outline, including COMM 003, 004, 020, 045. C. Nichols and C. Leighton have met to discuss the situation. C. Leighton will review current outlines against the competencies to determine what, if any changes, might be necessary.CIPD has 8 goals it will focus on this year which include Work Experience, AB 928, and AB 1111. H. Sisneros, the faculty co-facilitator, will set a meeting with the Articulation Offiers regarding AP 4100, which lists the graduation requirements for our local degrees. |  |
| 1. Guided Pathways (GP) Report
 | Tom Rizza, PIO; Melina Bersamin, GP Lead; First Floor Group; and C. Nichols met to discuss where and how the program maps will appear on the college website and/or catalog. C. Nichols noted that some certificates can’t be mapped because they contain courses that aren’t taking place, so students are not able to complete them.K. Hay recommends that faculty should engage in curriculum planning and deactivate courses that have not been offered in the last 2-5 years. We have a habit of holding on to courses that aren’t taking place. The new curriculum planning policies authorizes the curriculum committee to deactivate courses that have not been offered for 3 or more years.B. Mainali informed the committee that he will be participating in a student focus group the following day regarding the college website and offered to check in with other students on topics of interest to the curriculum committee. C. Nichols asked him to find out if any of the students were unable to take courses they planned on or wanted because the class was not offered within a 2-year time frame.Luis Chavez and M. Bersamin are the GP Leads. They will be working with ACC leads to determine how to move forward with ACCs as a framework. |  |
| 1. Consider Changes to How Committee Membership is Determined
 | New term limits (approved last meeting) will impact small departments’ ability to have a member serve on the committee. Last spring, committee members suggested changing how committee membership was determined to solve this issue. Suggestions at that time included having a number of at large members selected by the senate and having on member from each ACCs. One member from each ACC was the preferred method. Current committee members are concerned that representation by ACC might end up providing insufficient expertise among members. It was further stated that meeting frequency, timing, and work requirements can be onerous, preventing many faculty from serving. L. Ruberto noted that term limits enforces the message that curriculum and all committees are everyone’s responsibility. At the same time, we need to find a way to acknowledge the labor that people are contributing.Committee members decided to try to create a list of critical representation. The following areas were suggested: library, math, English, counseling, ACS/liberal arts, social sciences, STEM, philosophy, technology, CTE, ethnic studies/DEIA/culturally relevant pedagogy, students. Other suggestions included allowing a department to select a rep from outside their area if they are unable to fill the position and/or allowing counselors to serve as a representative for an academic area, or grouping several areas together to form a cluster where the members of the cluster can rotate serving on the committee. | C. Nichols will find out if there is funding available to compensate members for serving, particularly for interested part-time members.C. Nichols will contact Matt Freeman, BCC Academic Senate President, to discuss a means to recognize committee members for their service. |
| 1. Report on Curriculum Regional Meeting 10/28
 | Tabled due to lack of time |  |
| 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: ART 003, 029; PHIL 031A; LRNRE 501; ARAB 001A, 001B; HUMAN 030A. Program proposals: Law, Public Policy, and Society AA-T; Philosophy AA-T. Motion by B. Des Rochers, second by F. Banga. Final Resolution: Approved.Yea: F. Banga, J. Bielanski, N. Cayton, B. Des Rochers, L. Greenberg, A. Herrera, N. Najafi Kianfar, K. Pernell, M. Swiencicki, J. Yap. | Items on this agenda requiring approval beyond committee level will be submitted to the November CIPD meeting. |
| 1. Adjourn
 | 12:17 p.m. |  |