**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

**September 19, 2024, 10:50 am-12:20 pm**

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| X | Joseph Bielanski | X | Amy Herrera | X | Kelly Pernell |
| X | Nancy Cayton | X | Michael Johnson | X | Laura Ruberto |
| 0 | Pete DuBois | X | Mary Clarke-Miller |  |  |
| X | Svetlana (Lana) Greenberg | X | Catherine Nichols |  |  |

**Non-Voting Members:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| X | Chris Lewis | X | Nghiem Thai |  |  |
| P | Stacey Shears |  |   |  |  |

**Vacant Positions:** Math, Science, and Technology Rep; People, Place, and Society Rep; Teacher Preparation, Social Work, and Helping Professions Rep,

**Guests:** Tyler Bennett

Room: 341A and via Zoom

| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| --- | --- | --- |
| 1. Call to Order and Agenda Review
 | 10:57 a.m. |  |
| 1. Approval of Agenda
 | Motion to approve by J. Bielanski, second by K. Pernell. Final Resolution: Approved.Yea: L. Greenberg, J. Bielanski, A. Herrera, N. Cayton, M. Clarke-Miller, K. Pernell, M. Johnson |  |
| 1. Approval of 9/5/24 Minutes
 | Motion by J. Bielanski second by L. Ruberto. Final Resolution: Approved.Yea: L. Greenberg, L. Ruberto, J. Bielanski, A. Herrera, N. Cayton, M. Clarke-Miller, K. Pernell, M. Johnson |  |
| 1. Public Comment
 | None |  |
| 1. Articulation Officer Report (J. Bielanski)

*Articulation Officer Report continued* | * + 1. Common Course Numbering (CCN) templates have been sent out statewide. Optional areas may need to be utilized in order to ensure that all current content is included in the revisions. 4-year schools may find the limited content of the templates insufficient to make or keep articulation agreements. CSU system is discussing how to work with the template information. There are 3 subjects that are different from what PCCD has been using. There has been discussion of courses automatically uploaded from COCI to assist.org, but this will require technical work.
		2. Courses currently approved for IGETC will continue in CalGETC without the need to resubmit for review except for Area 1C. If there are any new courses that need to be submitted, let J. Bielanski know.
 |  |
| 1. Guided Pathways (GP) Report
 | A. Herrera noted that the Counseling department will receive one of the mini-grants. N. Thai announced that he and Dean Amy Lee are the new administrative leads for GP. |  |
| 1. September CIPD Meeting Report
 | Refer to the [meeting summary](https://www.berkeleycitycollege.edu/curriculum/files/2024/09/CIPD-Report-from-9-9-24.docx) handout provided. | C. Nichols will follow up to get more information on which majors/ programs are listed in CCCApply for students to select. Is it only ADTs? |
| 1. Goal Setting
 | C. Nichols recommended that committee members review the committee’s charge when considering goals. Possible goals discussed by the committee:1. Seamless transition to Common Course Numbering and CalGETC2. Lead the discussion on the use of funds for AB 928 and 1111 work3. Support the implementation of the curriculum planning process through education (for example: workshops, handbook or cheat sheet, videos, assess how the process has worked)Specific objectives can be determined for each goal as a means of measurement | This item will be on the next agenda |
| 1. Bylaws Update
 | This item was tabled until revisions to the last draft are complete | C. Nichols will add the changes noted by members. |
| 1. Common Course Numbering Phase I
 | Refer to [slides](https://www.berkeleycitycollege.edu/curriculum/files/2024/09/CCN-Phase-I-Info-9_19_24.pdf) presented during the meeting. |  |
| 1. Consider Campus Definitions for Some Local GE Areas
 | Tabled | This item will be rescheduled to the next 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/2024/09/9-19-24-Curriculum-Items-for-Approval.xlsx) available as listed on the committee’s agenda page. Course proposals: ART 182, HUMAN 182. Program proposals: none. Motion by L. Ruberto, second by J. Bielanski. Final Resolution: Approved.Yea: L. Greenberg, L. Ruberto, J. Bielanski, A. Herrera, N. Cayton, M. Clarke-Miller, K. Pernell, M. Johnson | Approval for all items on this agenda were complete at the committee level. |
| 1. Adjourn
 | 12:14 p.m. |  |