

Berkeley City College Shared Governance Manual

Curriculum Committee

Chair: Elected by Curriculum Committee members and approved by the Academic Senate

Membership: Ratified by the academic senate

1. One voting faculty representative from each instructional department, including library and counseling.
2. Curriculum Committee Chairperson
3. Articulation Officer
4. Planning for Institutional Effectiveness (PIE)/Student Learning Outcomes and Assessment Coordinator (SLOAC) Chair (or designee)
5. Distance Education (DE) Coordinator
6. Curriculum and Student Learning Outcomes Assessment Specialist
7. One (1) student representative appointed by the Associated Students of Berkeley City College (ASBCC).
8. The Deans and Vice Presidents are non-voting, ex-officio members.

Purpose

The curriculum committee will:

- ▶ provide guidance, advocacy, and oversight for the college's curriculum;
- ▶ ensure that the curriculum is academically sound, comprehensive, and responsive to the evolving needs of the community;
- ▶ ensure that the college mission, goals, and educational delivery to students are well served;
- ▶ review and recommend course and program additions, revisions, and deletions;
- ▶ recommend policy related to academic offerings to the district's Council of Instruction, Planning, and Development (CIPD);
- ▶ provides oversight of all new courses and programs to ensure that academic standards are maintained;
- ▶ recommend all new credit and noncredit courses for approval by the Peralta Board of Trustees, through CIPD;
- ▶ recommend program changes and course revisions for approval by the Peralta Board of Trustees, through CIPD;
- ▶ recommend graduation requirements and general education requirements for the associate of arts and associate of sciences degrees to the general education subcommittee of CIPD;
- ▶ assure the district and the Peralta Board of Trustees that all of the above comply with the standards set forth by the Education Code and Title 5;
- ▶ provide a forum for innovation in teaching and learning;
- ▶ review programs and courses in a systematic manner on a regular basis to ensure that courses are kept current and relevant.

Recommends to: Vice President of Instruction, Academic Senate, District Curriculum Committee, and Board of Trustees

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Frequency of Meetings: twice per month on the 1st and 3rd Thursdays during the academic year.