**BERKELEY CITY COLLEGE**

**Curriculum Committee**

**Meeting Minutes**

**April 18, 2024, 10:50 am-12:20 pm**

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

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

**Non-Voting Members:**

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

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

**Guests:** Norman Alfe

Room: 341A and via Zoom

| **AGENDA ITEM** | **SUMMARY OF DISCUSSION** | **FOLLOW UP ACTION** |
| --- | --- | --- |
| 1. Call to Order and Agenda Review | 10:53 a.m. |  |
| 1. Approval of Agenda | Motion to approve by J. Bielanski, second by B. Des Rochers. Final Resolution: Approved. Yea: J. Bielanski, B. Des Rochers, S. Greenberg, A. Herrera, M. Johnson, L. McAllister, N. Kianfar, K. Pernell, L. Ruberto, J. Yap **unanimous** |  |
| 1. Approval of 4/4/24 Minutes | Motion by B. Des Rochers, second by J. Bielanski. Final Resolution: Approved. Yea: J. Bielanski, B. Des Rochers, S. Greenberg, A. Herrera, M. Johnson, L. McAllister, N. Kianfar, K. Pernell, L. Ruberto, J. Yap  **unanimous**. |  |
| 1. Public Comment | None |  |
| 1. Articulation Officer Report (J. Bielanski) | We received the info about common course numbering. We will talk about this later in the agenda. Concern: We hope there is a way for the Peralta district to talk together.  Courses submitted to UC TCA (UC Transfer Course Agreement) in June will be in effect for the 25-26 academic year. Submitting courses for transfer status happens once per year. |  |
| 1. Guided Pathways (GP) Report | BCC PIO Tom Rizza is developing a Web site for Guided Pathways/our ACCs.  People within an ACC don't often know what they are supposed to do. Should we have specific counselors that they can go to for advice?  There are some initiative grants to provide support for the ACC pathways.  There is a lot of work to do to transition to Cal-GETC. This affects Guided Pathways work. |  |
| 1. April CIPD Report | Math 118 and 219A were approved by CIPD.  BIOL 25A was approved and includes a lecture and lab.  BIOL 25 will still be offered. This course has no lab.  Laney submitted a formal request to create a new discipline for Artificial Intelligence. However, we may need more concrete information in order to move forward with approval of this new discipline.  Heather Cisneros is stepping down as CIPD co-chair at the District (Tina Vasconcellos, VC of Academic Affairs, is the other Co-Chair). We need to elect a new faculty co-chair. The position is vetted through the campus Curriculum Chairs.  Issue with faculty taking on the Co-chair of CIPD because there is no re-assign time, and it is a lot of work.  Common Course Numbering: Leadership has not started a process to initiate this district-wide project. T. Vasconcellos needs to initiate this process as soon as possible.  (see handout for additional meeting details) |  |
| 1. ASL Department Curriculum Plan (Action)   *ASL Department Curriculum Plan continued*  *ASL Department Curriculum Plan continued* | Noted about the plan:   * + 1. The semesters listed for updates are too far in the future.     2. ASL AA degree updates need to be made in Fall 24 in order to be in compliance with state requirements.     3. Unfortunately, upon review, this degree cannot be completed in 2 years.     4. ASL 200B and 202B taken place very infrequently. This is a real issue. They often get canceled due to low enrollment.   Noted about the program:   1. AA and Certificate awards are on average 5-7 per year. 2. ASL 55A is only offered in Fall and ASL 055B is only offered in Spring. 3. Students sometimes choose to opt out of the ASL degree if they feel they cannot get the required courses to earn the degree. Word gets out quickly, too. 4. Substitutions are a struggle. 5. Higher level ASL classes have lower enrollment. 6. Faculty and dean are playing with course modalities to increase enrollment and access. 7. BCC is reaching out to the high schools for enrollment as well. 8. Ohlone College also offers ASL classes. BCC is reaching out to collaborate to ensure enrollment at both schools. 9. ASL students are very passionate about this program, especially for equity and social justice intentions   Discussion:  Can we, as a committee, make a memo/recommendation to the Dean? Yes, we can. If we do, we should report our recommendations to the Academic Senate.  ASL is a signature program at BCC and is only offered at a few colleges in the state. BCC ought to support the viability of this program.  However, BCC's ASL program does not include all courses required to become a certified ASL Interpreter. ASL Department will need to develop new courses and add them to the ASL programs for students to be able to seek jobs as interpreters.  Deans report that required classes in a program usually get canceled when the enrollment is 7 students, not the typical "lower than 25" rule for cancellation. Administration tries to help program completion.  Peralta is one of the only districts in the area that does NOT award extra re-assign time for large class sizes beyond class caps. Larger class caps can help support low-enrolled required courses stay on the schedule. This is a contract issue to negotiate.  ASL is a signature program that will only work with established supports to ensure completion.  Motion to approve plan as proposed with the addition that the committee will advocate for this program with a memo to Dean and cc to Academic Senate and VPI; memo/recommendation to be reviewed by Curriculum Committee before submission.  Moved by by B Des Rochers. Seconded by: Linda McAllister  Because no representative for ASL is present for this discussion it was recommended to table this action.  Motion to strike the current motion and table approval of this plan until a representative from ASL is present to advocate for it. Moved by K. Pernell Seconded by B. Des Rochers  Resolution:  Yes: Unanimous to table.  J. Bielanski, B. Des Rochers, S. Greenberg, A. Herrera, M. Johnson, L. McAllister, N. Kianfar, K. Pernell, L. Ruberto, J. Yap **Unanimous** | Draft a memo to administrators asking for more resources to secure this program. Include a recommendation to ASL chairs to look into what courses should be added that will certify students for ASL interpreters. |
| 1. Counseling Department Curriculum Plan (Action) | What will be the role of the COUN 24 and 57 courses when Cal-GETC becomes effective? These courses will not satisfy any Cal-GETC requirements and would be stand-alone which would make them ineligible for financial aid. Certificate proposed by Society of Scholars faculty would include these courses, which would make them not stand-alone. Working title for certificate: Self Advocacy and Social Awareness Certificate of Achievement  To-Do List: Replace the CSU and IGETC certificates with a new Cal-GETC certificate, effective Fall 2025. Catalog rights will put the CSU GE certificate into a "phase out" status.  Tabled for action until next meeting. |  |
| 1. CIS Discipline Curriculum Plan | Move to next meeting. Need more information. |  |
| 1. Consider Creating a Template for ADT Description (Discussion and Action) | Please review the docs sent by Nancy regarding common descriptions for program descriptions. Please come with ideas to the next meeting. Email Catherine/Nancy with ideas in the meantime. |  |
| 1. Common Course Numbering Council Has Selected First Set of Courses to Receive a Descriptor   *Common Course Numbering Council Has Selected First Set of Courses to Receive a Descriptor continued* | Common Course Numbering should be easier for counselors and students.  Fall 27 is the new implementation date.  First set of courses to receive common numbers/descriptor: English (Areas 1A, 1B), Public Speaking (Area 1C), Math 13 Intro to Statistics, Intro to American Government and Politics, and Intro to Psychology.  To date, there has been no discussion at CIPD nor at BCC on this project. There is a lot of work on the horizon to prepare for this implementation.  Titles of courses won't change, but the numbering will is the understanding. Has there been an update?  ENGL 5 and COMM 5 fulfill the same requirements but are different courses. How will this be addressed?  Can we borrow from another college's process to figure out how to do this? |  |
| 1. Curriculum Proposals | Moved by L McAllister Seconded by B Des Rochers  Resolution:  Yes:  J. Bielanski, B. Des Rochers, S. Greenberg, A. Herrera, M. Johnson, L. McAllister, N. Kianfar, K. Pernell, L. Ruberto, J. Yap  **Unanimous** |  |
| 1. Adjourn | 12:25pm |  |