**Report on CIPD (Council on Instruction, Programs, and Development)**

**April 8, 2024 Meeting**

# Curriculum Items

* 1. BCC Courses:
     1. New Courses: BIOL 025A; MATH 118 and 219A
     2. Course Updates: BIOL 025
  2. BCC Programs

Program Updates: Liberal Arts: Arts and Humanities AA and Liberal Arts: Social and Behavioral Sciences AA

1. Discussion Items (AKA Pressing Curriculum Topics)
2. Laney New Discipline: Artificial Intelligence

Laney has submitted a formal request to the state academic senate to add a new minimum qualification for Artifical Intelligences to the state handbook. [Their application](https://www.berkeleycitycollege.edu/curriculum/files/2024/04/Laney_AI_Discipline_Application_20230925_1055am.pdf) lists proposed minimum qualifications, supporting institutions, documentation of the need, including labor market information

1. First Read: Proposed Update to CIPD Faculty Co-Chair Appointment Process

CIPD needs to elect a new faculty co-chair. The details of the process are being reconsidered because the policy requires the candidates to be drawn from the campus curriculum chairpersons, which won’t be confirmed for 2024-25 at all campuses by the time of the April administration meeting.

* 1. The following were suggestioned solutions. These will be discussed further at the 4/22 administrative meeting.
     1. Select the new co-chair at the September meeting who would begin serving in October. The out-going co-chair will run the CIPD meeting in September.
     2. Do not have an election. Rotate the co-chair role among the existing campus committee chairs. Campus chairs would serve as CIPD co-chair for one year.
     3. Do not have an election; simply solicit a volunteer at the beginning of the academic year.
     4. Select a person (not necessarily a faculty member) who only facilitates the CIPD meetings, and is not a co-chair of CIPD; co-chair role would remain a faculty position
  2. Committee members stated a preference that the co-chair position should be compensated or have release time. H. Sisneros and T. Vasconcellos will discuss the possibility of some type of compensation.

1. PCCD Minimum Qualifications Update in Progress
   1. The District Academic Senate (DAS) has reviewed all campus-submitted recommendations for course minimum qualifications
   2. Most shared courses have no discrepancies or challenges. The DAS will vote to approve those recommendations at their next meeting
   3. Where there are [discrepancies in recommendations](https://www.berkeleycitycollege.edu/curriculum/files/2024/04/Discrepancies_List-4.8.24.xlsx), the DAS will develop a process for interested parties to discuss and come to a resolution.
2. AB 1111 Common Course Number Update

H. Sisneros is a member of a state work group for implementing common course numbering. She provided a summary of actions so far and plans for the future.

* 1. The elements of the template for common course descriptors have been under discussion for some time. This will determine which parts of the descriptor must be identical for all colleges. The work group has submitted a final version of the template to the steering committee. It has not been changed from the task force report in December.
  2. A taxonomy for determining how courses will be numbered will also be submitted for final approval by the steering committee.
  3. The first phase of course descriptors to be developed has been announced. This summer, content experts will convene to determine the descriptor content for each course. These descriptors will be in use by Fall 2025.
  4. The CCN Council is still advocating for a phased implementation with a deadline extended to Fall 2027 for the last phase.
  5. The only action we can take at this time is to review our curriculum processes and discuss how we can expedite this work in our district.

1. Pending District Wide Changes

ENGL 210 A & B: pending Laney College

GEOG 002: pending COA and Merritt

BIOL 001B: holding for discussion among campuses to determine if there is agreement to remove requisite

MATH 015: pending Merritt, COA, and BCC. All colleges have agreed to have the update ready for the May CIPD meeting.

BUS 020: if campuses want to restrict enrollment in this course if students have completed BUS 001 or 001B, then updates must be done to add this to the course outline.

1. CIPD has a second meeting in April. No curriculum items will be approved at this meeting, but other important administrative topics will be discussed.