Present: Kuni Hay, Lisa Cook, Ari Krupnick, Joseph Bielanski, Linda McAllister, Nancy Cayton, Diane Bajrami, Eva Jennings; Jayne Smithson, Vinh Phan, Andrew Park, Phat (Frank) Nguyen Le, Rebecca Opsata, Ally Tomas, Heather Sisneros, John Reager, Laura Bollentino, Vina Cera, Iolani Sodhy-Gereben, Denise Richardson, Marie Amboy, Alex Alexander, Steve Pantell, Nghiem Thai, LaShaune Fitch, Siri Brown, Amany ElMasry,

Absent: Donald Moore,

Co-Chairs: Dr. Stephanie Droker, Heather Sisneros (Laney)

Guests: Anne Agard, David Mitchell

Note taker: Frank Nguyen Le

| **Topic** | **Discussion** | **Follow-up Action & Recommendations** | **Responsible Party** | **Timeline** |
| --- | --- | --- | --- | --- |
| **Call to Order**  **Review of Agenda** | 1:10 PM  Agenda reviewed.  Agenda  Approved. N. Thai moved, F. Nguyen seconded. Unanimously approved. | Approved | 1. ElMasry |  |
| **ACT 1:** | Dec CIPD Meeting Minutes   * Minutes located in Dropbox   Approved. L. Bollentino moved, J. Bielanski seconded. Unanimously approved. | Approved |  |  |
| **ACT 2:**  **CURRICULUM ITEMS:**  **Berkeley City College** | *Approved by consensus:*   * New Course: 0 * Course Reactivation: 0 * Course Update: 0 * Course Deactivation: 0 * New Program: 0 * Program Modification: 0   Berkeley City College did not have any items submitted for approval. | N/A | N/A |  |
| **CURRICULUM ITEMS:**  **College of Alameda** | *Approved by consensus:*   * Course Update: 2 * Course Deactivation: 1 * DE Only: 5 * Program modification: 5   Notes:   * None | Send approved proposals to the Board | A. ElMasry |  |
| **CURRICULUM ITEMS:**  **Laney College** | *Approved by consensus:*   * Course Update: 9 * Course Deactivation: 2 * DE Only: 1   Notes:   * None | Send approved proposals to the Board | A. ElMasry |  |
| **CURRICULUM ITEMS:**  **Merritt College** | *Approved by consensus:*   * New Course: 2 * Course Update: 13 * Course Reactivation: 1 * DE Only: 56 * Program Modification: 3   Notes:   * None | Send approved proposals to the Board | A. ElMasry |  |
| **ACT 3: Pressing Curriculum Topics**  Update on ESOL Curriculum Changes: presented by Laney ESOL and PEAC faculty member, Anne Agard | The presentation was provided to the audience. Presented the progress of the ESOL changes. Provided updates on the AB 705 requirements. Changes and updated will be coming. Will be ready by Spring 2023. There will be a pre-requisite for every ESOL courses to include the self-guided placement. All returning students would take the self-guided placement. The “or” statement will be included in all ESOL courses, this way the students would be able to enroll in the courses without being seen by a counselor. The link to the google doc was provided during the meeting. Every proposals in drafts should reflect the information in the google doc. ESOL 552 is not aligned district-wide. |  |  |  |
| Update on PCCD consultation form/process. | The process and the form was introduced to the audience by Heather. The form now is PDF fillable. Walked through the updated form. The consultation for the program was removed from the form. Questions and answers are being addressed for additional feedbacks and edits.  Approved. N. Thai move to approve the form for a single course. F. Nguyen seconded. The form will be on all college’s CIC website. The form will be effective: May 01/2022. | The form will be on all college’s CIC website. The form will be effective: May 01/2022. | Curriculum Chairs |  |
| Update on PCCD CIPD co-chair bylaw | Question about a 3 year term for the CIPD chair. Recommended changed are being made to the bylaw by the audience. Nghiem addressed that it’s a 10+1 responsibilities for the faculty, therefore the CIPD should be led by a faculty rather than an administrator. It was also mention to consider release time for the bylaws.  Motion: A. Tomas moved to approve this with a condition of going to visit the succession plan in the future.  J. Smithson seconded and moved to amend the motion to have this discussed further. A. Tomas seconded. | A. Krupnick, will take the lead on this topic for further discussion. | A. Krupnick, |  |
| CIPD Evaluation Survey Results 2020-2021 | The link to the file is being shared via OneDrive. | The team will pick a few items from the survey to focus on this year | CIPD members |  |
| Pending District Wide proposals, Dec 2021 CIPD was the deadline of the new college catalog 2021-2022- Tabled for the next CIPD meeting. | ANTHR 1 and ANTHR 1L title changes  ESOL 261A: Laney is ready, but CoA will bring to Feb 22  HIST Program: CoA will bring to Feb 22  SOC 1: Update recommended prep  ESOL 541B-D, MC is ready, others not, MC agreed to remove them, pending PEAC plan of action  ENGL 269B: Laney is ready, but pending CoA  ESOL 513: MC is ready , but pending other 3 sister colleges: Changed Requisites  ESOL 552: MC is ready , but pending other 3 sister colleges: Changed Description and Requisites | Tabled |  |  |
| **Adjournment** | Motion to extend meeting to 2:55pm  Approved. F. Nguyen moved, A. ElMasry seconded.  3:10PM |  |  |  |
| **Next CIPD Meeting** | March 7, 2022  1:00 PM to 3:00 PM via Zoom |  |  |  |