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

Absent: Heather Sisneros, Donald Moore

Guests: Isela Gonzalez Santana, Joya Chavarin

Co-Chairs: Heather Sisneros and Siri Brown

Note Taker: Nancy Cayton

Next Meeting: 12/13/21, via Zoom

| **Topic** | **Discussion** | **Follow-up Action & Recommendations** | **Responsible Party** | **Timeline** |
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| Called to Order  Review of Agenda  Approval of Minutes | 1:03 pm  Minutes from 10/4/21 in Dropbox. The meeting minutes were approved.  J. Bielanski moved/J. Smithson seconded  19 yeas, 0 noes, 1 abstention |  |  |  |
| CURRICULUM ITEMS:  Berkeley City College | Endorsed:  Course updates: 2 | Send approved proposals to the Board. | A. Elmasry |  |
| CURRICULUM ITEMS:  College of Alameda | Endorsed:  New courses: 2  Course Update: 3  Course Deactivation: 5  New Program: 2  Program Modification: 1  Program Deactivation: 1 | Send approved proposals to the Board. | A. Elmasry |  |
| CURRICULUM ITEMS: Laney College | Endorsed:  Course Update: 10  Course Deactivation: 1  Program Modification: 1  Program Deactivation: 1 | Send approved proposals to the Board. | A. Elmasry |  |
| CURRICULUM ITEMS:  Merritt College | Endorsed:  New Courses: 2  Course Update: 6  Course Deactivation: 14  Course DE Only Update: 41  New Program: 1  Program Modification: 5\*  Program Deactivation: 2  \*Urban Agroecology certificate tabled; some courses are missing from program. | Send approved proposals to the Board. | A. Elmasry |  |
| Veterinary Courses | The chancellor of the Foothill-De Anza district contacted PCCD’s chancellor to request permission to offer Veterinary Assistant courses in our service area at Emiliano Zapata Street Academy High School. It is common practice that one district will seek permission from another district before offering courses in their service area. The chancellor will respond to this message with permission to go ahead because Peralta does not offer such courses | Informational Only |  |  |
| ACCJC Substantive Change Requirements to Retain Distance and Correspondence Education Options | The state chancellor’s office sent memo ESS 21-300-010 as a reminder to all colleges to submit substantive change inquiry forms to ACCJC as needed following the massive number of DE approvals that occurred due to the pandemic. It was noted that a college only needs to seek approval once and then all following programs that reach at least 50% DE only require a notification. | Informational Only | Campuses submit substantive change inquiry or notify ACCJC as needed. |  |
| Area F Ethnic Studies Requirement  *Area F continued* | Several memos related to Area F were attached to agenda (see ESS 21-300-001 and -014 from the state chancellor’s office and one from CSU Academic Affairs on Implementation Guidance for CSU General Education Policy and Transfer). Effective for new students in F21, the Area F requirement will be required to transfer to CSU. Students who began studies prior have catalog rights and can transfer without meeting this requirement. Another memo from the state chancellor’s office notes the establishment and charter of an Ethnic Studies Task Force.  At S. Brown’s request, S. Pantell recapped the course submission history related to Area F. He also noted that CSU is offering a 1-hour Area F consultation with up to two faculty members from each college. Note that UC will institute a similar requirement and IGETC will also change to include it. VPI Opsata noted that at a recent conference CCCCO Vice Chancellor Lowe said that retroactive approval Area F for Fall 2021 is still possible. Any submission must clearly show an Ethnic Studies framework and content infused throughout the course outline. | Informational Only |  |  |
| Number of faculty vs. non-faculty votes on CIPD voting members  *CIPD voting member make up continued* | A. Krupnick noted the following and asked CIPD members to discuss: CIPD bylaws list 6 voting members for each college, 3 are faculty and 3 and non-faculty. In addition, the Curriculum and System Technology Analyst, a staff person, has one vote and the Vice Chancellor of Academic Affairs, an administrator, votes in the case of a tie. This means that non-faculty members outnumber the faculty members by one or two votes, depending on whether there is a tie. This situation could allow non-faculty members to out-vote the faculty members. Title 5 states that faculty have primacy in curriculum matters, thus, it seems that faculty should be in the majority so that the recommendation to the Board of Trustees is from the faculty. VC Brown noted that in 4.5 years of sitting on this committee she has only voted once to break a tie, however, she encourages researching what other districts do because reviewing our policies and practices from time to time is good practice. Others were in support of reviewing this policy. VPI Bajrami noted that Title 5 section 55002 does establish faculty’s primacy in curriculum matters but doesn’t prohibit administrators or other members from participating and also notes that the composition of curriculum committees is established locally. N. Thai provided a link to a document from the state academic senate “The Curriculum Committee: Role, Structure, Duties, and Standards of Good Practice” and noted that on page 6 recommended membership is discussed. It says that membership should be predominantly faculty but that administrative and other members and their voting rights should be determined locally. The value of Curriculum Specialists involvement by was supported by a number of members. | Research what other districts do and report back. A. Krupnick volunteered to send an email to the curriculum chair listserv to collect information on the practices at other colleges. | A. Krupnick |  |
| CIPD Evaluation Survey Results 2020-2021 | Tabled until December meeting. |  |  |  |
| Pending District Wide proposals  Note: Dec 2021 CIPD is the deadline of the new college catalog 2021-2022 | ESOL: district-wide update of courses It is not clear to campus curriculum committees which items each college is supposed to bring. PEAC is considering having their new guided self-placement as the only requirement and other courses as recommended prep only.  A. Krupnick noted a concern on how this change would impact continuing students. If multiple measures is the only means to take the next level, how can these students enroll?  ANTHR 1 and ANTHR 1L title changes: Ongoing communication. Title change will cause program updates and articulation agreements to be resubmitted. Unlikely these can be ready by December.  ART 21 Update of course description: LC and MC share this course. Laney still working on it.  ART 80-82: Laney has proposal in review. Merritt still working on it.  BIOL 201 Changing description: course at Laney, COA and Merritt (as HLTOC): will be ready in December  BIOL 202 Changing description: course at Laney and COA (as HLTOC): will be ready in December  ESOL 512 update recommended prep: Laney and CoA: will be ready in December  HIST 002A and HIST 002B: title and description:  District-wide. Will require program updates. Campuses will coordinate and bring to CIPD when ready. No specific date assigned now.  SOC 1 update recommended prep to include ENGL 1AS:  will be ready in December  Span 30A discrepancy in course description district-wide:  will be ready in December  Merritt wants to reactivate ENVMT 39C but there is discussion about whether it should be cross-listed with GEOG 14 at COA but Merritt wants a revised description. Previously, these courses were not cross-listed, but there is extensive overlap in content, thus they need to either match and be cross-listed or ENVMT 39C needs to change to be different. |  |  |  |
| Format of Spring 2022 meetings | A. Krupnick asked if meetings will continue on Zoom or by what format. S. Brown stated that there is an ongoing district wide-discussion for committees in general, not just CIPD. There will be an answer before the end of semester. | Will be announced | S. Brown | Before the end of the semester. |
| Adjourned | 2:28 pm |  |  |  |