Present: Marie Amboy, Joseph Bielanski, Laura Bollentino, Siri Brown, Nancy Cayton, Vina Cera, Joya Chavarin, Mary Clarke-Miller, Lisa Cook, Amany Elmasry, Mark Fields, LaShaune Fitch, Linda McAllister (representing Ari Krupnick), Don Miller, Frank Nguyen Le, Steve Pantell, Andrew Park, Vinh Phan, Denise Richardson, Heather Sisneros, Jayne Smithson, Nghiem Thai, Laura Espino (representing Elizabeth Maher)

Absent: Lilia Celhay, Donald Moore, Kuni Hay, Tom Renbarger, John Reager, Iolani Sodhy-Gereben, Elizabeth Maher, Ana McClanahan, Ari Krupnick

Co-Chairs: VC Siri Brown, Heather Sisneros (Laney)

Guests: Koina Freeman, Aurturo Davila, Eva Jennings

Note taker: LaShaune Fitch

Next Meeting: Annual CIPD Administrative Meeting: April 19, 2021; 1:00 to 3:00 PM via Zoom; Last CIPD meeting of this academic year May 24, 2021, 1:00 to 3:00 PM via Zoom

| **Topic** | **Discussion** | **Follow-up Action & Recommendations** | **Responsible Party** | **Timeline** |
| --- | --- | --- | --- | --- |
| **Call to Order****Review of Agenda** | 1:06 PMAgenda for this meeting was not reviewed. |  | 1. ElMasry
 |  |
| **ACT 1: Review March 2021 CIPD Meeting Minutes (1:10pm- 1:20pm)** | March 1, 2021 CIPD Meeting Minutes* Minutes located in Dropbox
* Meeting minutes were amended to remove *(replaces Matthew Goldstein)* from the list of members present.
* Bielanski moved to approve/ Cera seconded; 15 yeas, 0 noes, 1 abstention
 |  |  |  |
| **ACT 2: Curriculum proposals for review and approval** **CURRICULUM ITEMS:****Berkeley City College** | *Approved by consensus:** New Course: 0
* Course Update: 1
* Course Correction: 1
* Course Deactivation: 0
* New Program: 0
* Program Modification: 0
* Program Deactivation: 0

Notes: none | Send approved proposals to the Board | A. ElMasry |  |
| **CURRICULUM ITEMS:****College of Alameda** | *Approved by consensus:** New Course: 8
* Course Update: 1
* Course Deactivation: 0
* New Program: 4
* Program Modification: 13
* Program Deactivation: 0

Notes:* New courses BUS 510 and 511: add training hours to the course description; attach consultation to proposal before sending in the Final agenda.
* COMM 10 attach consultation to proposal before sending in the Final agenda.
* All colleges should make sure that consultation is attached to proposal before CIC Tech Review
 | Send approved proposals to the Board | A. ElMasry |  |
| **CURRICULUM ITEMS:****Laney College** | *Approved by consensus:** New Course: 8
* Course Update: 3
* Course Correction: 1
* Course Deactivation: 0
* New Program: 2
* Program Modification: 6
* Program Deactivation: 0

Notes: * XR: Immersive Design Program Modification Proposal: remove BCC’s deactivated MMART 191 from program requirements
* See ACT 3, Pressing Curriculum Topics regarding Laney Media : Virtual Production Program
 | Send approved proposals to the Board | A. ElMasry |  |
| **CURRICULUM ITEMS:****Merritt College** | *Approved by consensus:** New Course: 5
* Course Update: 6
* Course Correction: 0
* Course Deactivation: 13
* New Program: 0
* Program Modification: 0
* Program Deactivation: 0

Notes: none | Send approved proposals to the Board | A. ElMasry |  |
| **ACT 3: Pressing Curriculum Topics****Laney Media : Virtual Production Program****Update on Berkeley City College Education Program****Update from AOs Regional Meeting regarding the impact of AB 1460: Ethnic Studies Transfer Alignment, ESS 21-300-001****Update on GoverNet online catalog module****Update from colleges on 2021-22 college catalog publication date****Update from PEAC regarding ESOL course coding/requisites alignment project: deadline is Nov 2021 CIPD**  | Koina Freeman of Laney presented case for CIPD approval of new Virtual Production program:* Partner with a tech company (unnamed) to prepare undeserved minority students for entry-level film and TV jobs in virtual production; prior knowledge is not required of film, TV, animation, game, multimedia production, nor 3D modeling. Program would also retrain film and TV professionals in this emergent technology.
* Completion of the courses in the program will adequately prepare students for high paid, entry level positions; additional preparatory courses/skills are not required.
* Program curriculum was created in collaboration with industry executives.

Mary Clark-Miller of BCC made case for more collaboration before CIPD approval of program:* Virtual Production is a more advanced certificate that requires students to have a more advanced skill set than what is presented in this certificate.
* Laney and BCC need to work collaboratively together in the creation of this new certificate which would include courses (courses offered by both colleges) that would better prepare students to be successful when they enter the workforce.
* There is a lot of cross over between virtual production program and BCC curriculum (virtual production and production of visual effects are similar).

Cera moved to approve/ Bollentino seconded. Further discussion requested by Freeman:* Epic Games Mega Grants is considering granting Laney College $485,000 for the project “XR Lab: In-Camera VFX Virtual Production Studio”; receiving the grant is contingent upon approval of Virtual Production program

VOTE: 12 yeas, 5 noes, 2 abstentions- program passes(The 12 yea votes is a correction to include the vote of Sisneros, which was not in the original verbal tally of votes. The recording of the meeting reflects the incorrect tally of 11 yeas).BCC’s School Readiness Teacher program and courses return to CIPD in MAY 2021 for a vote.Steve Pantell of Merritt updated CIPD on status of AB 1460 :* Articulation Officers for all colleges have submitted our courses for Area F: Ethnic Studies and are awaiting decisions
* CSU has agreed to backdate courses for the 21-22 academic year that were not submitted in February 2021
* Pending: UC’s decision to include Area F:Ethnic Studies in IGETC; issue of catalog rights for GE pattern is unresolved; questions remain about if students can get IGETC certification for CSU without Area F and how to include on advising sheets

VC Brown updated CIPD on status of GoverNet online catalog module:* Vendor gave presentation to VC Brown, Elmasry and a couple of the colleges; may have vendor give another presentation before implementation of the catalog module
* Purchase of module is currently going through the fiscal approval process
* VC Brown to schedule a meeting with the Vice Presidents of Instruction to determine timelines and responsibilities
* GoverNet says it takes a year to set up module before it is ready to implement

BCC: End of MayCoA: hope to publish Friday April 9thLaney: June or JulyMerritt: Monday April 13- Upload PDF to Merritt College website; 200 units of printed catalog to be distributed early May 2021; Upload PDF of Supplement June 2021PEAC is meeting Monday April 13th. Chairs and Curriculum specialist have requested for PEAC:* create a master grid of ESOL courses that shows mirrored courses and pathways of ESOL curriculum at 4/13 meeting
* change deadline from December 2021 to November 2021 for bringing all curriculum updates to CIPD
 | Send approved proposal to the Board | A. ElMasry |  |
| **Adjournment** | 2:33 PM |  |  |  |
| **Next CIPD Meeting** | Annual CIPD administrative meeting is April 19, 2021; 1:00 to 3:00 PM; Zoom Last CIPD meeting of this academic year is the last Monday in May, 5/24, 1:00 to 3:00 PM; Zoom |  |  |  |