Present: Ari Krupnick, Joseph Bielanski, Mary Clark-Miller, Nancy Cayton, Don Miller, Ana McClanahan, Vinh Phan, Rochelle Olive, Lynn Torres, Rudolph Besikof, Heather Sisneros, Pinar Alscher, Laura Bollentino, Phillippa Calderia, Iolani Sodhy-Gereben, Nghiem Thai, Ruhina Najem, Steve Pantell, LaShaune Fitch, Amany ElMasry

Absent: Kuni Hay, Francisco Gamez (alternate), Lisa Cook (alternate), Peter Crabtree, Mario Rivas, Siri Brown, Jason Cirfa, Karen Croley, Drew Burgess, Donald Moore

Facilitator: Heather Sisneros

Guests: Courtney Brown, Fred Bourgoin, Roger Chung, Tony Claar, Arturo D’avila, Vina Cera, Johnnie Williams

Note taker: LaShaune Fitch

Next Meeting: February 4, 2019; District Board Room

| **Topic** | **Discussion** | **Follow-up Action & Recommendations** | **Responsible Party** | **Timeline** |
| --- | --- | --- | --- | --- |
| Review of Agenda  Review of Minutes | *The 12/10/18* agenda was approved by consensus  Minutes from December 3, 2018 in Dropbox  *The 12/3/2018 meeting minutes were approved by consensus.* |  | 1. ElMasry |  |
| CURRICULUM ITEMS:  Berkeley City College | *Approved by consensus:*  Course Update (3 Proposals)  Program Modification (1 Proposal) | Send Approvals to the Board | A. ElMasry |  |
| CURRICULUM ITEMS:  College of Alameda | *Approved by consensus:*  Course Updates (1 Proposal)  Program Modification (1 Proposal) | Send Approvals to the Board | A. ElMasry |  |
| CURRICULUM ITEMS:  Laney College | *Approved by consensus:*  New Courses (17 Proposals)  New Course, Reactivation (1 Proposal)  Course Update (5 Proposals)  Course Update, Information Only (1 Proposal)  Course Coding Correction (1 Proposal)  Course Deactivation (3 Proposals)  New Programs (5 Proposals)  *Approved by separate vote:*  New Course: (1 Proposal)   * GRART 151- 12 Approved, 3 Opposed, 1 Abstained   Questioned if this course conflicts with similar BCC courses.  *Tabled:*  New Course (1 Proposal)   * LRNRE 504- 13 Approved, 2 Opposed, 2 Abstained   Questions about the correct Minimum Qualifications needed to teach a LRNRE Basic Skills MATH course  Notes:   * CONMT 3 and 4- remove “Focus on” from course description * CONMT 6- remove “Focus on” from course description; change capital letters to lower case letters in course description * HLTED 6- change effective date to Fall 2019; remove DE Addendum * Update program to reflect approved changes:   Remove LRNRE 504 from *Quantitative Preparation for Skilled Trades.* | Send Approvals to the Board | A. ElMasry |  |
| CURRICULUM ITEMS:  Merritt College | *Approved by consensus:*  New Course (2 Proposals)  New Course with DE Addendum (7 Proposals)  MC New Course, META Inventory Cleanup (1 Proposal)  Course Modification (5 Proposals)  Course Modification with DE Addendum (5 Proposals)  Course Update, DE Addendum, Info Only (5 Proposals)  Course Deactivation, Inventory Cleanup (46 Proposals)  New Programs (2 Proposals)  Program Deactivation (1 Proposal)  NOTES:   * ART 047- In title insert hyphen between 3 and D; Course description is not aligned amongst colleges; All colleges bring to CIPD as District wide change * Assign the following courses to Computer Science discipline and give new course numbers:   + CIS 009 changed to CS 020   + CIS 094 changed to CS 043   + CIS 176 changed to CS 060   + CS 177 change to CS 080 * Update program to reflect approved changes: Change courses in Computer Science program to CS * Laney CIS Instructor Johnnie Williams questioned identical content of Merritt’s CIS 7 and Laney’s CIS 36A; Merritt’s CIS 33 and Laney’s CIS 37; lack of collaboration amongst district CIS programs has created curriculum that is duplicative and that may be confusing to students. More conversation and coordination needed. Suggestions to align CS/CIS curriculum includes reinstatement of monthly district CIS taskforce meeting; create district course conversion chart. * MATH 203 – not aligned amongst colleges; Review district wide and bring to CIPD | Send Approvals to the Board | A. ElMasry |  |
| UC TCA 18-19 Update | Information Only  Effective Date for UC TCA 18-19 is Fall 2018 |  |  |  |
| Variable Units, Hours and Content | On Course Outlines, suggestion to delineate each unit with the number of lecture lab hours and course content. |  |  |  |
| New or Update to Course or Program | Question about the point when course/program updates become a new course or program. |  |  |  |
| Next CIPD Meeting | February 4, 2019  1:00 to 3:00 PM  District Board Room |  |  |  |