Present: Pinar Alscher, Joseph Bielanski, Siri Brown, Laura Bollentino, Lisa Cook, Nancy Cayton, Amany Elmasry, LaShaune Fitch, Iolani Sodhy-Gereben, David M. Johnson, Ari Krupnick, Ana McClanahan, Don Miller, Mary Clarke-Miller, Frank Nguyen Le, Steve Pantell, Vinh Phan, Heather Sisneros, Jayne Smithson, Nghiem Thai

Absent: Rudolph Besikof, Matthew Goldstein, Kuni Hay, Donald Moore, Tom Renbarger, Peter Crabtree,

Co-Chairs: Heather Sisneros and Siri Brown

Guests: Barbara Yasue

Note taker: Frank Nguyen Le

Next Meeting: 03/02/2020, District Board Room

| **Topic** | **Discussion** | **Follow-up Action & Recommendations** | **Responsible Party** | **Timeline** |
| --- | --- | --- | --- | --- |
| Called to Order  Review of Agenda  Review of Minutes | 1:04 P.M.  The 02/04/2020 agenda was approved by consensus.  *Motion to add the effective date item to the current agenda. N. Thai moved to add as a top item, V. Phan seconded.*  **Minutes from 12/02/2019 in Dropbox**  The 12/02/19 meeting minutes were approved by consensus.  *J. Smithson moved , F. Nguyen seconded.* |  | A. Elmasry |  |

| **Topic** | **Discussion** | **Follow-up Action & Recommendations** | **Responsible Party** | **Timeline** |
| --- | --- | --- | --- | --- |
| CURRICULUM ITEMS:  Berkeley City College | *Approved by consensus:*  New Course (1)  Course Update (2)  Course Correction (2)  Course Update—Informational (3)  Course Deactivation (6)  Program Modification (1)  Note: Will be bringing Math 18 at the next update.  CHEM 1A will be discussed after CIPD amongst all four colleges to have it approved district wide.  L. Bollentino moved, J. Bielanski seconded with the correction to HUMAN 049 to state lecture hours instead of lab. | Send approved proposals to the Board. | A. Elmasry |  |
| CURRICULUM ITEMS:  College of Alameda | *Approved by consensus:*  New Course (1)  Course Update (2)  Course Update—Informational (3)  Course Deactivation (8)  CB Code Update (0)  Program Modification (0)  Note:  CHEM 1A will be discussed after CIPD amongst all four colleges to have it approved district wide.  V. Phan moved, F. Nguyen Le seconded | Send approved proposals to the Board | A. Elmasry |  |
| CURRICULUM ITEMS: Laney College | *Approved by consensus:*  New Course (2)  Course Update (6)  Course Correction (6)  Course Update—Informational (2)  Course Deactivation (3)  Course Tabled (6) see note  New Program (2)  Note:  Tabled: All ESOL courses will be tabled except ESOL 257A & ESOL 257B.  Discussed about the ESOL support courses, ESOL 52 series. ESOL 52 courses will be the pre-requisite for ENGL 001A and multiple measures. ESOL faculty will meet next Monday to make sure the rest of the college are on the same page.  A. Elmasry wants to make sure CB 21 is also updated.  L. Bollentino moved, N. Thai seconded.  CHEM 1A will be discussed after CIPD amongst all four colleges to have it approved district wide. | Send approved proposals to the Board | A. Elmasry  Specialists  A. Elmasry |  |
| CURRICULUM ITEMS:  Merritt College | *Approved by consensus:*  New Course (1)  Course Modifications (16)  Course Update—Informational (2)  Course Deactivation (21)  Course Tabled (6)  Note:  CHEM 1A will be discussed after CIPD amongst all four colleges to have it approved district wide.  Heather mentioned to have the hours kept at 175 countable hour. Withdraw KIN 86A-D  V. Phan moved, S. Pantell seconded with tabling the KIN 86A, KIN 86B, KIN 86C, KIN 86D courses. | Send approved proposals to the Board. | A. Elmasry |  |
| Update on ADT Check List | Tabled until February meeting. |  |  |  |
| Update on change to some ESOL course numbering/AB 705 | All four colleges will bring all ESOL District Wide changes to the March 2020 CIPD meeting. |  |  |  |
| Pending District wide changes that were temporarily pulled from the agenda due to district wide rule | 1. Effective Term   N. Thai voiced his concerns about the effective term for courses and catalog update. A. Elmasry mentioned that there are deadlines which we need to meet in order to make it for the catalog production. This topic was brought up to the catalog committee meeting previously. Moving forward, we can vote on the timeline. A. Krupnick mentioned that faculty only have 10 weeks after the semester starts to submit items in order to have it in for the following Fall effective term.  February CIPD items will be implemented in Fall 2020. A. Elmasry mentioned that we are updating the class schedule as non-catalog changes. L. Bollentino mentioned that IGETC submission happens in June, and the result is given in July, that’s already passed the course catalog production.  V. Phan mentioned to have these important dates discussed at CIPD.  S. Brown mentioned to have this looked at in May.  L. Bollentino motioned to follow the current practice with the current effective date, and the future dates to be discussed at the April CIPD meeting. J. Smithson made the amendment that there will be exceptions with courses which can have a different effective term. The amendment did not pass.  New amended motion is to only have effective dates following past practices with exception to: AB 705, OEI, Dual Enrollment, and the 49s courses. 2 opposed. Motion passed.   1. CHEM 1A and 1B: Change hours of component to align with number of units   Will be discussed after FEB CIPD   1. COUN 24 : Change TOP code, and remove recommended prep   All colleges will bring to March CIPD meeting   1. COUN 57 : Remove recommended prep   Other Colleges will bring to March CIPD   1. ESOL 52/253 (listed in Laney Feb agenda p # 21, 21 for presentation purpose only): Change course number, change description, and change requisites   As mentioned above.   1. CIS 5: Change top code from 070600 to CTE code 070100 to align with SAM code C/occupational   Other Colleges will bring to March CIPD |  |  |  |
| Adjourned | 2:54 P.M. |  |  |  |