Present: Alex Alexander, Marie Amboy, Diane Bajrami, Joseph Bielanski, Laura Bollentino, Nancy Cayton, Vina Cera, Lisa Cook, Stephanie Droker, LaShaune Fitch, Kuni Hay, Eva Jennings, Ari Krupnick, Phat (Frank) Nguyen Le, Linda McAllister, Donald Moore, Rebecca Opsata, Steve Pantell, Andrew Park, Vinh Phan, John Reager, Heather Sisneros, Jayne Smithson, Ally Tomas, Nghiem Thai

Absent: Amany ElMasry, Denise Richardson, Iolani Sodhy-Gereben

Co-Chairs: Heather Sisneros, Laney Curriculum Co-Chair; Stephanie Droker, Interim Deputy Chancellor

Guests: Kimm Blackwell, Catherine Nichols, Janelle Tillotson, Joya Chavarin, Christopher Lewis

Note taker: LaShaune Fitch

| **Topic** | **Discussion** | **Follow-up Action & Recommendations** | **Responsible Party** | **Timeline** |
| --- | --- | --- | --- | --- |
| **Call to Order**  **Review of Agenda** | 1:03 PM- Quorum present  Agenda reviewed and unanimously approved. |  | 1. ElMasry |  |
| **ACT 1:**  **(1:00- 1:10 PM)**  **Review CIPD Meeting Minutes for**  **February 7, 2022** | February 7, 2022 CIPD Meeting Minutes   * Minutes located in Dropbox * J. Bielanski moved to approve. Seconded; Unanimously approved |  |  |  |
| **ACT 2:**  **(1:10 – 2:00 PM)**  **Curriculum proposals for review and approval**  **CURRICULUM ITEMS:**  **Berkeley City College** | *Approved by consensus:*   * New Course: 0 * Course Update: 1 * Course Correction: 0 * Course Deactivation: 0 * New Program: 0 * Program Modification: 0 * Program Deactivation: 0 | Send approved proposals to the Board | A. ElMasry |  |
| **CURRICULUM ITEMS:**  **College of Alameda** | *Approved by consensus:*   * New Course: 0 * Course Update: 8 * Course Reactivation: 1 * Course Deactivation: 0 * New Program: 1 * Program Modification: 0 * Program Deactivation: 0 | Send approved proposals to the Board | A. ElMasry |  |
| **CURRICULUM ITEMS:**  **Laney College** | *Approved by consensus:*   * New Course: 0 * Course Update: 6 * Course Correction: 0 * Course Deactivation: 1 * New Program: 0 * Program Modification: 0 * Program Deactivation: 0 | Send approved proposals to the Board | A. ElMasry |  |
| **CURRICULUM ITEMS:**  **Merritt College** | *Approved by consensus:*   * New Course: 1 * Course Update: 2 * Course Correction: 0 * Course Deactivation (People Soft): 1 * New Program: 1 * Program Modification: 0 * Program Deactivation: 0 * Program Correction: 1 | Send approved proposals to the Board | A. ElMasry |  |
| **ACT 3: Pressing Curriculum Topics**  **Information Only: Computer Literacy presentation by District Counseling Functionality Committee member, Janelle Tillotson:**  **Information Only: Transfer Model Curriculum (TMC) Template for Film, Television, and Electronic Media**  **Consultation Form Finalization**  **Information Only: CIPD Faculty Co-Chair Procedures and Succession Plan**  **CIPD Evaluation Survey Results 2020-2021: Finalize 21-22 CIPD Goals** | **Computer Literacy** requirement discussed at DAS, May 2020.  2 campuses wanted to remove the requirement; 1 campus wanted to keep; 1 campus needed more information.  Presentation on the removal of Computer Literacy GE requirement made by Janelle Tillotson (Laney):  May 24, 2021 the General Education Subcommittee sent memo to CIPD with request to remove area 4C from PCCD General education (Computer Literacy became a requirement in the 1980s.) At 2021 Fall district counselor meeting, 90% of counselors believed that this requirement is a barrier to students. Computer Literacy is not a requirement at other bay area community colleges. Counselors will present more information about the removal of this PCCD requirement at the April 4, 2022 CIPD Meeting.  New TMC applies only to BCC and Laney media programs.  Co-Chair Sisneros presented consultation form updates. Updates to reflect that consultation is required only for courses and not for new and updated programs. Statement of program integrity removed from form.  A. Alexander moved to approve updated form. Seconded. Yea- 13; Abstain- 2. Motion passes  Co-Chair Sisneros to update form, send to chairs for posting to college curriculum website; for use starting May 1, 2022.  Topics for further discussion:   * Philosophical purpose of consultation and what it really accomplishes * Should programs require consultation? * Core value or consultation to maintain consistency of programs throughout district (same programs have the same courses, same number of units). This would make it easier for students to understand and ensure student success. * Overlap of curriculum across the district (a college wanting to offer courses already offered at another college). Letting a college adopt a course that exists elsewhere in the district without it coming to a vote at CIPD. * Adequate enrollment   Krupnick presented draft of succession plan, modeled on BCC curriculum chair succession. Co-chair Sisneros to send draft of plan to CIPD members for review. Members to send comments to Krupnick, cc. Sisneros.  Focus on following achievable goals for the remaining 2021-2022 academic year.   1. CIPD chair succession plan 2. Consultation form 3. Removal of Computer Literacy GE Requirement   At April 18, 2022 CIPD Administrative meeting, goals for 2022- 2023 will be discussed. |  |  |  |
| **Adjournment** | 2:15 PM |  |  |  |
| **Next CIPD Meeting** | April 4, 2022  1:00 PM to 3:00 PM via Zoom |  |  |  |