Present: Alex Alexander, Marie Amboy, Diane Bajrami, Joseph Bielanski, Laura Bollentino, Nancy Cayton, Vina Cera, Amany ElMasry, 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, Denise Richardson, Heather Sisneros, Jayne Smithson, Iolani Sodhy-Gereben, Ally Tomas, Nghiem Thai

Absent: Lisa Cook, Stephanie Droker

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

Guests: Feather Ives, Catherine Nichols, Arja McCray, Lowell Bennett, Alice C, Gisele Giorgi, Michelle St. Germaine, Ronald Moss, Lissette Dominguez, Courtney Brown, Maria Suarez, Mary Ciddio, Joya Chavarin, Christopher Lewis

Note taker: LaShaune Fitch

| **Topic** | **Discussion** | **Follow-up Action & Recommendations** | **Responsible Party** | **Timeline** |
| --- | --- | --- | --- | --- |
| **Call to Order**  **Review of Agenda** | 1:01 PM- Quorum present  Agenda reviewed and unanimously approved. |  | 1. ElMasry |  |
| **ACT 1:**  **(1:00- 1:05 PM)**  **Review CIPD Meeting Minutes for**  **April 18, 2022** | April 18, 2022 CIPD Administrative Meeting Minutes   * Minutes located in Dropbox * J. Bielanski moved to approve. Seconded; Unanimously approved |  |  |  |
| **ACT 2:**  **(1:105 – 1:30 PM)**  **Curriculum proposals for review and approval**  **CURRICULUM ITEMS:**  **Berkeley City College** | *Endorsed by consensus:*   * New Course: 1 * Course Update: 6 * Course Deactivation: 1 * New Program: 0 * Program Modification: 1 * Program Deactivation: 0 * Program Effective Date Change: 1 | Send approved proposals to the Board | A. ElMasry |  |
| **CURRICULUM ITEMS:**  **College of Alameda** | *Endorsed by consensus:*   * New Course: 23 * Course Update: 6 endorsed; 1 Tabled * Course Deactivation: 0 * New Program: 7 * Program Modification: 3 * Program Deactivation: 3   **\*NOTE:**  ESOL 552 Tabled. Will be brought back to December 2022 CIPD | Send approved proposals to the Board | A. ElMasry |  |
| **CURRICULUM ITEMS:**  **Laney College** | *Endorsed by consensus:*   * New Course: 3 * Course Update: 37 endorsed; 2 Tabled * Course Deactivation: 0 * New Program: 0 * Program Modification: 4 * Program Correction: 5 * Program Deactivation: 0   **\*NOTE:**  ESOL 552 Tabled. Will be brought back to December 2022 CIPD  GEOG 2 Tabled. Will be brought to Nov 22 CIPD | Send approved proposals to the Board | A. ElMasry |  |
| **CURRICULUM ITEMS:**  **Merritt College** | *Endorsed by consensus except for PSYCH 21 which was conditionally endorsed*   * New Course: 2; 1 conditionally approved\* * Course Update: 10 endorsed; 1 Tabled * Course Deactivation: 4 * New Program: 0 * Program Modification: 5 * Program Deactivation: 5 * Program Review: 2   Motion to endorse PSYCH 21 with the caveat that A. Alexander and H. Sisneros will follow up faculty re: consultation within the next three days; if there is no agreement, course will not be submitted to the Board and further discussion will occur in fall 2022.   * Sisneros moved to endorsed; seconded * 17 yeas, 0 noes, 0 abstentions * PSYCH 21 conditionally endorsed   **\*NOTE:**  ESOL 513 Tabled- Will be brought back to December 2022 CIPD  PSYCH 21- consultation not completed therefore the course is conditionally approved. MCCC Chair Alexander to inform A. ElMasry of the actual result of the consultation on 5/26/2022. Based on the result the course will either be added or removed from the proposal agenda submitted to the Board of Trustees. | Send approved proposals to the Board | A. ElMasry |  |
|  | **District wide Incomplete Changes ESOL 513 and 552**  Sisneros moved to bring these two ESOL courses to October 2022 CIPD. Discussion. Krupnick amended motion: all colleges to bring ESOL courses to December 2022 CIPD. Seconded. 19 yeas, 0 noes, 0 abstentions. Motion passes.  **GEOG 2**   * Sisneros moved that all colleges will bring GEOG 2 to November 2022 CIPD; Seconded. 17 yeas, 0 noes, 0 abstentions. Motion passes. |  |  |  |
|  | **General Education Subcommittee Proposals for 2022-23**   1. J. Bielanski moved to add identified courses to the GE list that was submitted to CIPD by the General Education Subcommittee (Effective date Fall 2023). Seconded. 18 yeas, 0 noes, 0 abstentions. Motion passes. 2. Information Item: J. Bielanski reported on the removal of Computer Literacy course from local associate degree requirement. Announcement from Interim Deputy Chancellor Droker forthcoming. 3. Information Item: J. Bielanski reported on Title V/AB705 MATH requirement- students need a minimum level of intermediate algebra or an equivalent course. Articulation Officers to canvas MATH departments re: equivalent courses, report back to GE Subcommittee and make recommendation to CIPD in Spring 2023 |  |  |  |
| **ACT 3: Pressing Curriculum Topics (1:30pm-3:00pm)** | **META Catalog Next Steps**  Information Item: H. Sisneros reported on online curriqunet META catalog. Meta to meet with VPIs, VPSSs, curriculum specialist and chairs in early summer; funding was approved for META to input the catalog wraparound services information.  **CIPD Discussion:**  **BCC proposed policy change on course offerings**  BCC proposal to change course offering policy “… if a college wants to adopt a course that already exists elsewhere within the district, then they should be allowed to do so. The college or colleges that already have the course should not be allowed to object and potentially block the first college from adopting the course.”  Colleges reported back:  Merritt: serious reservations expressed by the academic senate and curriculum committee; They are not in favor of the proposal  College of Alameda:  not official position but the general consensus is that, as COA understands the proposal, they're not in favor of policy change.  Laney: Curriculum committee voted and did not recommend the policy change but sees the need of setting parameters for decision making.  Further consideration needed on role of CIPD, improving CIPD processes, consultation and how to adjudicate conflict.  **Information Item: Proposed Revisions to Title 5, California Code of Regulations, Related to Work Experience Education**  A. ElMasry summarized revisions:   * change cooperative work experience education to work experience education * authorize noncredit work experience education * remove the requirement for local plan and add requirement for local policy and procedure * establish respective responsibility of a student or faculty and the employers and work experience education programs * remove the distinction between occupational and general work experience * revise the credit hours calculation for work experience * allow work experience to be integrated into a single course outline of record   These revisions require updates to the course outline of record for COPED courses.  **Survey Results and Goal Setting**  H. Sisneros summarized survey results (see *CIPD Goal Setting for 22-23* document in meeting Dropbox). Meeting attendees sent to Breakout Rooms to brainstorm goals for next year. Representative from each group to email H. Sisneros CIPD goals.  **CIPD Fall Retreat**  Exact date to be determined, but usually the retreat is held in the fall, the Wednesday before professional development days. Retreat is for VPIs, curriculum chairs and specialist but everyone is welcome.  **Pending District Wide proposals:**   1. ANTHR 1 and ANTHR 1L title changes 2. ESOL 261A/B: Laney is ready, but CoA will bring to Feb 22 3. HIST Program: CoA will bring to Feb 22 4. SOC 1: Update recommended prep 5. ESOL 513: BCC and MC are ready, pending CoA and LC : Changed Requisites 6. ESOL 552: CoA are LC are ready, but pending BCC and MC: Changed Description and Requisites. 7. GEOG 2: LC is ready, pending CoA and MC: Changed Description. |  |  |  |
| **Adjournment** | Meeting adjourned at 2:59 PM |  |  |  |
| **Next CIPD Meeting** | September 2022 (date to be determined)  1:00 PM to 3:00 PM via Zoom |  |  |  |