



**Monday, November 7, 2022  
COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)**

**The Council on Instruction, Planning, and Development (CIPD), a committee comprised of representatives from the four Peralta Colleges Curriculum Committees, College and District Academic Senates, District Department of Academic Affairs and Student Success, and Peralta Federation of Teachers (PFT), makes recommendations on districtwide matters pertaining to curriculum and instruction to the Board of Trustees.**

**Curriculum is one of the "10+1 academic and professional matters" in which the Board of Trustees shall rely primarily upon the advice and recommendations of the College and District Academic Senates per Board Policy 2510 Participation in Local Decision Making and Administrative Procedure 2511 Role of the Academic Senates in District and College Governance. In addition, Board Policy 4020 Program, Curriculum, and Course Development ensures the appropriate involvement of the faculty and Academic Senates in all processes related to program and course development and review.**

**Meets First Monday of each month during regular terms (Fall & Spring) except Dec and May, at 1:00 pm to 3:00 pm via Zoom (Tentative until further notice), see meeting schedule for more details.**

**Co-Chair: Stephanie Droker, Interim Deputy Chancellor**

**Co-Chair: Heather Sisneros, Laney Curriculum Co-chair**

**Note Taker: Nancy Cayton, BCC Curriculum Specialist**

**Zoom Link: <https://peralta-edu.zoom.us/j/81957967936>**

**1. Opening items**

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<b>Subject</b>	<b>1.01 Call to Order</b>
Meeting	Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)
Category	1. Opening items
Access	Public
Type	Procedural

<b>Subject</b>	<b>1.02 Approval of the Agenda</b>
Meeting	Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)
Category	1. Opening items
Access	Public
Type	Action
Preferred Date	Nov 07, 2022
Absolute Date	Nov 07, 2022
Fiscal Impact	No

Budgeted No

Recommended Action Approval of Nov 7, 2022 CIPD Agenda.

**Subject 1.03 Approval of the Minutes**

Meeting Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)

Category 1. Opening items

Access Public

Type Action, Minutes

Preferred Date Nov 07, 2022

Absolute Date Nov 07, 2022

Fiscal Impact No

Budgeted No

Budget Source n/a

Recommended Action Motion to approve Oct 3, 2022 CIPD minutes.

File Attachments  
[October 2022 CIPD Minutes.docx \(44 KB\)](#)

## 2. College Curriculum Items

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**Subject 2.01 Laney Curriculum Items**

Meeting Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)

Category 2. College Curriculum Items

Access Public

Type Action, Discussion

Preferred Date Nov 07, 2022

Absolute Date Nov 07, 2022

Fiscal Impact No

Budgeted No

Budget Source n/a

Recommended Action Endorsement of Laney College curriculum items

File Attachments  
[November 2022 CIPD LC Agenda Items--revised.xlsx \(30 KB\)](#)  
[Program Outline Report\\_ Biomedical Engineering Technology CA.pdf \(74 KB\)](#)  
[Program Outline Report\\_ Chinese AA.pdf \(107 KB\)](#)  
[Program Outline Report\\_ Chinese CA.pdf \(97 KB\)](#)

<b>Subject</b>	<b>2.02 Merritt Curriculum Items</b>
Meeting	Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)
Category	2. College Curriculum Items
Access	Public
Type	Action, Discussion
Preferred Date	Nov 07, 2022
Absolute Date	Nov 07, 2022
Fiscal Impact	No
Budgeted	No
Budget Source	n/a
Recommended Action	Endorsement of Merritt college curriculum items

## File Attachments

[November 2022 CIPD MC revised 10.21.2022.xlsx \(25 KB\)](#)  
[Program Outline Report\\_ Basic Landscape Horticulture.pdf \(118 KB\)](#)  
[Program Outline Report\\_ Landscape And Parks Maintenance AS.pdf \(111 KB\)](#)  
[Program Outline Report\\_ Landscape And Parks Maintenance CA.pdf \(109 KB\)](#)

<b>Subject</b>	<b>2.03 BCC Curriculum items</b>
Meeting	Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)
Category	2. College Curriculum Items
Access	Public
Type	Action, Information
Preferred Date	Nov 07, 2022
Absolute Date	Nov 07, 2022
Fiscal Impact	No
Budgeted	No
Budget Source	n/a
Recommended Action	Endorsement of Berkeley City College curriculum items

## File Attachments

[Sociology AAT.pdf \(130 KB\)](#)  
[Environmental Science AST .pdf \(106 KB\)](#)  
[Nov CIPD Meeting Agenda BCC.xlsx \(16 KB\)](#)

<b>Subject</b>	<b>2.04 CoA Curriculum Items</b>
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Meeting	Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)
Category	2. College Curriculum Items
Access	Public
Type	Action, Discussion
Preferred Date	Nov 07, 2022
Absolute Date	Nov 07, 2022
Fiscal Impact	No
Budgeted	No
Budget Source	n/a
Recommended Action	No Items for Nov 2022 agenda

### **3. Pressing Curriculum Topics**

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#### **Subject 3.01 2022-23 Goal Setting**

Meeting	Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)
Category	3. Pressing Curriculum Topics
Access	Public
Type	Action (Consent), Discussion
Preferred Date	Sep 12, 2022
Absolute Date	Sep 12, 2022
Fiscal Impact	No
Budgeted	No
Budget Source	n/a
Recommended Action	Consensus on CIPD 2022-23 final goals

Goal: finalize goals and committee members sign up for goal they would like to be in a workgroup for

[https://peralta4.sharepoint.com/:w:/s/CIPDGOALSETTING/EYMCISzhy9FIkRp8nvzoZqkBMsGitvTg-U0c8jayC\\_I\\_dA?e=3PBYN7](https://peralta4.sharepoint.com/:w:/s/CIPDGOALSETTING/EYMCISzhy9FIkRp8nvzoZqkBMsGitvTg-U0c8jayC_I_dA?e=3PBYN7)

#### **Subject 3.02 Update from Colleges on Catalog Module**

Meeting	Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)
Category	3. Pressing Curriculum Topics
Access	Public
Type	

#### **Subject 3.03 Update on AP 4100**

Meeting	Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)
Category	3. Pressing Curriculum Topics
Access	Public
Type	Discussion

At the Board of Trustees meeting on Tuesday, October 11, 2022, Peralta Community College District (PCCD) Interim Chancellor Dr. Jannett N. Jackson [shared with the Board](#) an [updated version of Administrative Procedure \(AP\) 4100](#) on Graduation Requirements for Degrees and Certificates. The updated AP 4100 eliminates the requirement that all students take a single unit class for Computer Literacy as a prerequisite for graduation. As of Fall 2023, the single credit class for Computer Literacy will no longer be a requirement for an AA/AS degree at Berkeley City College, College of Alameda, Laney College, and Merritt College.

You can find all the PCCD Board Policies and Administrative Procedures on the Peralta website at <https://www.peralta.edu/boardoftrustees/bp-ap>

Next step?

File Attachments  
AP4100 Graduation Requirements for Degrees and Certificates FINAL.pdf (174 KB)

### **Subject** 3.04 Pending District Wide proposals

Meeting	Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)
Category	3. Pressing Curriculum Topics
Access	Public
Type	Discussion

1. ESOL Curriculum updates will be discussed at Peralta ESOL Advising Council (PEAC) on Monday, 9/12/22 from 12noon-1pm. Heather Sisneros will report back to CIPD regarding PEAC decisions
2. HIST Program: CoA will bring (Feb 22)
3. GEOG 2: LC is ready, pending CoA and MC: Changed Description.
4. HUMAN 40: Religions of the World. Laney is ready, pending BCC & CoA. Changed TopCode from 1599.90 - Other Humanities to 1510.00 - Religious Studies

## **4. Adjournment & Future Meeting**

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### **Subject** 4.01 ADJOURNMENT

Meeting	Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)
Category	4. Adjournment & Future Meeting
Access	Public
Type	Procedural

### **Subject** 4.02 Next meeting

Meeting Nov 7, 2022 - COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT (CIPD)

Category 4. Adjournment & Future Meeting

Access Public

Type Procedural

Next CIPD meeting on Dec 12th , 2022, 1:00 PM to 3:00 PM via zoom