Present: Kuni Hay, Ari Krupnick, Joseph Bielanski, Mary Clarke-Miller, Nancy Cayton, Don Miller, Jayne Smithson, Vinh Phan, Frank Nguyen Le, Siri Brown, Amany Elmasry, Donald Moore, Rudolph Besikof, Peter Crabtree, Heather Sisneros, Pinar Alscher, Laura Bollentino, Iolani Sodhy-Gereben, David M. Johnson, Nghiem Thai, Steve Pantell, Lashaune Fitch,

Absent: Lisa Cook, Francisco Gamez, Ana McClanahan, Matthew Goldstein, Jason Cifra, Tom Renbarger

Facilitators: VC Siri Brown, Heather Sisneros (Laney)

Guests: Fred Bourgoin (Laney), Karl Seelbach (Laney)

Note taker: Iolani Sodhy –Gereben

Next Meeting: 11/4/19, District Board Room

| **Topic** | **Discussion** | **Follow-up Action & Recommendations** | **Responsible Party** | **Timeline** |
| --- | --- | --- | --- | --- |
| **Review of Agenda****Review of Minutes** | *The 10/7/19 agenda was approved by consensus.* **Minutes from 9/9/19 in Dropbox***The Sept meeting minutes were approved;*  |  | Amany ElMasry |  |
| **CURRICULUM ITEMS**Curriculum: Berkeley City College | *Approved by consensus:*Course Update (1 Proposals)Course Deactivations (6 Proposals) Program Modifications (1 Proposals) Program Deactivations (2 Proposals)**Notes:*** None
 | Send approved proposals to the Board | A. ElMasry |  |
| Curriculum:College of Alameda  | *Approved by consensus:*New Courses (1 Proposals)Reactivations (1 Proposals)Course Update (2 Proposals)Course Update—Informational (4 Proposal)Course Deactivations (36 Proposal)**Notes:*** COPED 451—plan to later create specific courses; starting S20 the class won’t be offered. Will consult with other campuses with creating specific courses
* SPAN 22A—need consultation paperwork with MC and LC
 | Send approved proposals to the Board | A. ElMasry |  |
| Curriculum: Laney College | *Approved by consensus:*Course Update (10 Proposals)New Program (3 Proposals)—TABLED 2 (Basic and Intermediate CARP)Program Modifications (2 Proposals)—TABLED 1 Adv CARPDepartment heading change--PULLED**Notes:*** LCI Department name change—PULLED; LC checking protocol of name change and if it needs to go through faculty senate; MC might need to change their Allied Health interpreting courses; will consult
* Tabling 2 New CARP programs and 1 modification
* Question of students getting credit for outside experience in terms of the Adv certificate (they don’t);
 | Send approved proposals to the Board | A. ElMasry |  |
| Curriculum:Merritt College | *Approved by consensus:*New Courses (3 Proposals)Reactivations (1 Proposals)Course Corrections—(1 Proposals)Course Deactivations (10 Proposal)**Notes:*** Question about LC’s MATH certificate that was tabled; The purpose of students receiving this certificate;
 | Send approved proposals to the Board  | A. ElMasry |  |
| Curriculum:District Wide Update, CB 25 and 26 Codes | *Approved by consensus:***Notes:*** BCC created the grid;
* BCC ENGL 208A-D; question of coding CB26 as support or not; spoke to ASCCC and they said there was a case for it to be support coded. BCC, MC, LC are changing their codes to support;
* Question of PHYS 4A-C; COA will match the other campuses as 25 as Y;
 | Send approved proposals to the Board  | A. ElMasry |  |
| **Pressing Curriculum Topics:**Update on Distance Education Addendum | * Topics, updating the DE tabs in META; DE Coordinators on board to reflect this.
* Question of DE Review Committee (looking at the addendum)
* Consensus about CVC-OEI Grant about using existing DE addendum for now
 | Postponed discussion to a meeting Kelle McMahon can attend |  |  |
| Memorandum AA 19-34: Amendment to California Code of Regulations (CCR) title 5 Local Approval of Noncredit Curriculum | * Amendment has not been finalized yet; everyone on the committee received a copy
* Courses will be chaptered; programs will be chaptered except for short term vocational will go through review
* This information will be reflected in the 7th Ed of the PCAH;
 | Informational/Discussion |  |  |
| Memorandum AA 19-33: Periodic Curriculum Review | * Question of who will be doing the review;
* Suggestion of colleges doing their own review
* Issue with ADTs, AOs are having issues with AAM because ASSIST is not publishing up to date information; Need something formal from Chancellor’s Office to reflect this.
* Steve (MC) said State will review all the ADTs to make sure the degrees are in compliance
* Chancellor’s Office will begin S20; they said, the colleges have been warned that the audit will happen through the memos for the past couple of years; spot checking all curriculum;
* Amany ran a report for ADTs; will send out to campuses
 | Informational/DiscussionLaura will contact Chancellor’s Office and give update to committee at least by the next meetingAmany will send ADTs list to committee | A. ElMasryL. Bollentino |  |
| Memorandum AA 19-35: Annual Curriculum Approval Certification and the accompanying document | * Amany created a folder with the policies and approved COPED plan
* Deadline is 10/18/19
 | Informational/Discussion |  |  |
| Next meeting | 11/4/19 (1:00 to 3:00 pm) Board Room District |  |  |  |