Present: Alex Alexander, Marie Amboy, Joseph Bielanski, Laura Bollentino, Nancy Cayton, Vina Cera, Stephanie Droker, Amany ElMasry, LaShaune Fitch, Kuni Hay, Eva Jennings, Catherine Nichols, Rebecca Opsata, Vinh Phan, John Reager, Heather Sisneros, Iolani Sodhy-Gereben, Ally Tomas, Nghiem Thai.

Absent: Diane Bajrami, Ari Krupnick, Donald Moore, Patricia Nelson, Steve Pantell, Andrew Park, Denise Richardson.

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

Guests:

Note taker: Iolani Sodhy-Gereben

| **Topic** | **Discussion** | **Follow-up Action & Recommendations** | **Responsible Party** | **Timeline** |
| --- | --- | --- | --- | --- |
| **Act 1: Opening Items**  **1.1 Call to Order** | 1:03pm  Met quorum |  | 1. ElMasry |  |
| **1.2 Review of Agenda** | 1:04pm  Agenda reviewed. J. Bielanski moved to approve; Seconded: A. Tomas; unanimously approved |  | A. ElMasry |  |
| **1.3 Approval of Minutes** | 1:05pm  May 2022 CIPD Minutes   * Minutes located in Dropbox * A. Alexander moved to approve. Seconded: A. Tomas; unanimously approved |  | A. ElMasry |  |
| **1.4 2022-23 CIPD Meeting Schedule and Effective Term Guides** | 1:06pm  ***Approval of curriculum is a time-consuming process****.*  Due to the various levels of review required by policy and law within the college and the district, as well as the state requirements to have an approved state control number prior to the courses/programs being offered. And to accommodate the college catalog /class schedule production, and ASSIST submission deadlines, new curriculum or changes to existing curriculum should normally be submitted at least two semesters prior to planned implementation!! | Not item for discussion; information available for committee to have access to. |  |  |
| **ACT 2: College Curriculum Items**  **2.1 Merritt** | 1:07pm  *Endorsed by consensus:*   * Course Update: 6 * DE: 12   **NOTES:**  none | Send approved proposals to the Board | A. ElMasry |  |
| **2.2 BCC** | None at this time |  |  |  |
| **2.3 COA** | 1:10pm  *Endorsed by consensus:*   * New Course: 2 * New Fee-based Course: 1 * Non-catalog change: 1   **NOTES:**  need consultation for 139; paperwork was for old number (140 which cannot be used); plan to continue with old paperwork with number corrected. | Send approved proposals to the Board | A. ElMasry |  |
| **2.4 Laney** | 1:13pm  *Endorsed by consensus:*   * Course Update: 12   **NOTES:**  none | Send approved proposals to the Board | A. ElMasry |  |
| **ACT 3: Pressing Curriculum Topics**  **3.1 Update on using Board Docs for CIPD agenda** | 1:14pm  As a way to be more streamlined and have documents available for next meeting. Everyone should have access through public site | Minutes still send to A. ElMasry and it will add to the site. | A. ElMasry |  |
| **3.2 Update on using shared folder** | 1:16pm  Moving from Dropbox to OneDrive. A. ElMasry sent link. |  | A. ElMasry |  |
| **3.3 META Catalog Next Steps** | 1:16pm  Having issues trying to find a common time for everyone to meet. Plan to meet next week over 4 1hr meetings; a combination of both general and specific meetings.  Question if AOs will be invited; the invite will go out to AOs also. | H. Sisneros will send out invite on final date of these meetings, including AOs. | H. Sisneros |  |
| **3.4 Update on AB 1111, common course numbering systems** | 1:30pm  Asked to change order so K. Hay can attend to present updates.  K. Hay presented on 1111 (PowerPoint); mandate to create CCN (common course numbering); 28 other states are also doing this but California has a lot of work that needs to happen. Mandate work must be completed by 7/1/24; institutions must adopt a CCN for all GE and transfer pathway courses; and this needs to be reflected in the catalog;  AB 1111 task force is in the process of being finalized; membership a mix of students, faculty, CEO, registrars, trustees, researchers, CSU, and UC reps; AICCU; community partners; first meeting should happen soon; working with consultation company to compile survey results (6 months survey)  Might have an opportunity to push back or extend the deadline; not concrete; suggestion for curriculum leads to be in close relationship with ASCCC, along with faculty senate and DAS presidents. K. Hay in her position will bring news as she receives it. Suggestion to make the work a priority of CIPD.  Question of articulation and ASSIST; Peralta does not reuse numbers so question of how that will impact the process. | K. Hay will bring updates to CIPD as she receives them. | K. Hay |  |
| **3.5 Update on AB 928, Singular GE Pattern** | 1:20pm  During flex days, V. Phan presented on 928; presentation this morning by the ASCCC; ASCCC wants effective date to be academic year 25-26 | J. Bielanski will send out new PowerPoint to A. ElMasry who will attach in the agenda/folder.  Suggestion instead to post in the library/folder resources system in order to organize and find documents easier. | J. Bielanski  A. ElMasry |  |
| **3.6 Update on Communication ADT 2.0** | 1:22pm  Same as update to Business Admin 2.0; discussed memo from State Chancellor’s Office about the process (in CIPD Sept meeting folder);  Discussion of those schools who have in review status (Laney); must be a new proposal not an update; suggestion to have a spring 2023 timeline | All colleges agree to create a new proposal and deactivate old one; not set dates or timeline for the work (but memo states 18 months). | All 4 colleges |  |
| **3.7 2022-23 Goal Setting** | 1:29pm  Review results from May CIPD (document in CIPD OneDrive). Many goals are general items, with reviewing grading policy as a specific task for CIPD to tackle;  Some other topics: discipline list; broken into smaller and bigger projects; created column on action items  Discipline—question if this information will come to CIPD and DAS; current plan is to have it ready for Nov or Dec CIPD; spring semester spent reviewing the results;  H. Sisneros asked committee to mark which big projects CIPD wants to focus on; ranked the results which more people chose to focus on;  Tentative plan:   * Shorter goals:   + Remove district wide courses we deactivated;   + Training for CIPD members;   + Review districtwide grading policy * Larger goals:   + Document policies developed by CIPD;   + Discipline list;   + AB 1111;   + Review processes;   Suggestion to take first steps in some of the other items like IDEAA; topic of in conjunction with 928 told that colleges should reexamine local GE patterns; ENGL 1AS has to be examined at each campus on what work still needs to happen. Hyphen standardization changed from goal as process (H. Sisneros will lead that work) | H. Sisneros will compile today’s information and bring to Oct CIPD to finalize. | H. Sisneros |  |
| **3.8 Pending District Wide Proposals** | 2:29pm   1. ESOL Curriculum updates will be discussed at Peralta ESOL Advising Council (PEAC) on Monday, 9/12/22 from 12noon-1pm. H. Sisneros will report back to CIPD regarding PEAC decisions—On HOLD 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 | ESOL-- H. Sisneros will meet with PEAC colleges individually to try and come to a consensus on the course content.  HIST—COA  GEOG—COA and MC  HUMAN—Laney needs to send/confirm consultation paperwork is sent to other campuses. | H. Sisneros  COA  COA, MC  Laney |  |
| **ACT 4: Adjournment** | 2:31pm |  |  |  |
| **Next Meeting** | October 3, 2022  1:00 PM to 3:00 PM via Zoom  Notetaker: L. Fitch |  |  |  |