Present: Joseph Bielanski, Nancy Cayton, Ari Krupnick, Mary Clarke-Miller, Don Miller, Myron Jordan, Vinh Phan, Lynn Torres, Rochelle Olive, Heather Sisneros, Laura Bollentino, Iolani Sodhy-Gereben, Peter Crabtree (in place of Chuen-Rong Chan), Phillippa Calderia, Nghiem Thai, Ruhina Najem, Steve Pantell, Siri Brown, Amany ElMasry, Karen Croley

Absent: Francisco Gamez, Lisa Cook, Kuni Hay, Tina Vasconcellos, Jeffrey Lamb, Ann Elliot, Ana McClanahan, Pinar Alscher, Mario Rivas, LaShaune Fitch, Cleavon Smith, Drew Burgess

Co-Chairs: Heather Sisneros and Siri Brown

Guests: Koina Freeman, Olivia Haverford of CCSF and Workforce and Economic Development, Vina Cera, Black Moon

Note taker: Nancy Cayton

Next Meeting: 5/7/2018, District Board Room

| **Topic** | **Discussion** | **Follow-up Action & Recommendations** | **Responsible Party** | **Timeline** |
| --- | --- | --- | --- | --- |
| Review of Agenda  Review of Minutes | The 4/9/18 agenda was approved by consensus.  **Minutes from 3/5/18 in Dropbox**  The 3/5/18 meeting minutes were approved by consensus. |  | A. ElMasry |  |
| CURRICULUM ITEMS:  Berkeley City College  CURRICULUM ITEMS:  Berkeley City College continued | *Approved by consensus:*  Course Update (11)  Course Update—Informational (2)  Course Correction (4)  Course Deactivation—Permanent (14)  Program Update (1)  Rejected:  New Course (1)  Notes: BUS 006 rejected due to lack of consultation. After consultation the course can be resubmitted. | Send approved proposals to the Board. | A. ElMasry |  |
| CURRICULUM ITEMS:  College of Alameda | *Approved by consensus:*  New Course (2)  Course Update (4\*)  Course Update—Informational (1)  Course Deactivation—Permanent (1)  New Program (5 certificates)  Notes: \*MATH 015 is approved as a district-wide update, however, catalog descriptions are not matching. Confirmation needed on the final word in the description. | Send approved proposals to the Board | A. ElMasry |  |
| CURRICULUM ITEMS: Laney College  CURRICULUM ITEMS: Laney College continued | *Approved by consensus:*  New Course (11\*)  Course Update (20\*\*)  Course Deactivation—Permanent (9)  New Program (2)  Program Modification (6)  Tabled:  New Course (1)  Course Deactivation (1)  Program Modification (2)  Notes:  • \*CULIN 088 approved but ESOL 527A , a non-credit course, needs to be confirmed as recommended prep.  • \*SPFT 000 approved but needs a permanent number assigned. [subsequently changed to 009]  • new course PHOTO 071 tabled to determine if 071 should be withdrawn and presented as an update to 070 instead.  • Request to add new course PHOTO 072 to agenda rejected.  • \*\*MATH 015 is approved as a district-wide update, however, catalog descriptions are not matching. Confirmation needed on the final word in the description.  • \*\*PHOTO 240A update approved but needs recommended prep corrected to PHOTO 230C.  • PHOTO 070 deactivation tabled until determination made about PHOTO 071 (see above).  • Photography AS & CA tabled because PHOTO 071 was tabled and PHOTO 072 not on agenda/not approved. | Send approved proposals to the Board | A. ElMasry |  |
| CURRICULUM ITEMS:  Merritt College | *Approved by consensus:*  New Course (6)  Change in Catalog Info (3\*)  Course Correction (1)  Course Deactivation—Permanent (12)  Program Deactivation (1)  Notes:  • \*MATH 015 is approved as a district-wide update, however, catalog descriptions are not matching. Confirmation needed on the final word in the description. | Send approved proposals to the Board. | A. ElMasry |  |
| Update on Noncredit Curriculum (Dr. Siri Brown, VC of Academic Affairs) | The WDCE is now housed in Academic Affairs. The work completed so far has been development of infrastructure, i.e. how to handle applications, transcripting, certificates.  Examples of non-credit courses already in PCCD:  1. BCC has English corequisite wrap-around courses to support students taking college level English courses within one year.  2. The Fruitvale Center of Merritt has an ESOL-Child Development program, which prepares students to enter the credit courses in Child Development.  3. BCC’s Multimedia department will have the first mirrored courses.  There is an opportunity for those interested to join a working group. It is expected that by summer the group will have a “road map” prepared for those who want to try non-credit. The role of the district office is to provide a consistent message and information about non-credit (what it is, what kind of courses fit).  It has been suggested that colleges set aside additional FTEF to support experimentation with non-credit courses and programs. | Any feedback that can help faculty who want to explore non-credit should be given to S. Brown. | S. Brown |  |
| Mirrored Courses (Mary Clarke-Miller, Chair Multimedia Department & Co-chair, District CTE Committee, CTE Liaison BCC, Animation and Game Design Lead) | Mirroring is an easier way to try non-credit. The audience for these courses is typically returning learners, for example those who work in technical fields and need to keep their skills up-to-date. Non-credit students work alongside credit students. Demographics are more likely to be working adults who want skill building rather than young people and recent high school graduates. These courses can be repeated as many times as the student wants. |  |  |  |
| Other | It was announced that the initial update work on the Program and Course Approval Process Manual (PCAPM) was completed over the winter break and a small group has been meeting to review that work. The structure and organization of the manual is undergoing significant changes. A draft will be presented at the May CIPD meeting. |  |  |  |