

BRONX COMMUNITY COLLEGE OF THE CITY UNIVERSITY OF NEW YORK

Minutes of the CURRICULUM COMMITTEE

Tuesday, February 9, 1971 - Faculty Cafeteria - 2:15 P.M.

PRESENT: Michael Steuerman, Chairman, presiding
 R. Farrelly, J. Hamell, H. Harris, G. Hobbs, H. Jick,
 M. Kalin, M. Kanuck, J. Kolliner, A. Lande, A. Levey,
 T. Opium (student), M. Pollack, C. Polowczyk, O. Rodzianko,
 M. Rosenstock, J. Sweeney, E. Weiss, W. Zalkin

I. Approval of Minutes

The minutes of February 2 were approved with department changes (pages 247, 248) in the sequence of Specialization courses:

A.A.S. Degree in Performing Arts-Music
66-68 Credits

<u>I. Core</u>	<u>Credit</u>
<u>A. Courses required of all students</u>	
English 13	3
History 11 or 12	3
Speech 11	3
Modern Language	0-8
Music 11 or 12	3
	<u>12-20</u>
<u>B. Areas required of all students</u>	
Humanities - English, Speech or Art	3
History or Social Science	3
Science or Math	3-4
Health and Physical Education	
Activity Course or Critical Issues	1-2
	<u>10-12</u>
 <u>II. Specialization</u>	
<u>First Semester</u>	
Music 21 - 1 credit or Music 31 - 1 credit	
Music 83 - 2 credits	
Music 41 - 2 credits	
Music 51 - 1 credit	
Music 71 - 1 credit	
<u>Second Semester</u>	
Music 22 - 1 credit or Music 32 - 1 credit	
Music 84 - 2 credits	
Music 42 - 2 credits	
Music 52 - 1 credit	
Music 72 - 1 credit	
Music 81 - 1 credit	
<u>Third Semester</u>	
Music 23 - 1 credit or Music 33 - 1 credit	
Music 85 - 2 credits	
Music 43 - 2 credits	
Music 53 - 1 credit	
Music 61 - 1 credit	
Music 95 - 1 credit or Music 91 - 1 credit	
<u>Fourth Semester</u>	
Music 24 - 1 credit or Music 34 - 1 credit	
Music 86 - 2 credits	
Music 44 - 2 credits	
Music 54 - 1 credit	
Music 62 - 1 credit	
Music 92 - 1 credit or Music 96 - 1 credit	31

III. Electives - to complete a minimum of 66 credits or a maximum of 68 credits, students may take courses in any department or discipline.

Total credits

66-68

II. Communications

A letter dated February 5 from Dr. Auser to Prof. Steuerman, informing him that English 13 is the revised prerequisite for all advanced English courses. In addition, hours for all English courses would be changed from 3 rec-1 conf-3 credits to 4 rec-3 credits. Composition would be emphasized in all courses.

III. New Course, Department of Secretarial Studies - Business Communication

Catalog Description:

Effective listening, reading, speaking, and writing in and for business, including composition at the typewriter of memoranda, letters, and reports; research necessary for such writing.
3 hours-3 credits - Prerequisites: English 13 and Typing 12

It was moved and seconded to approve Business Communication.

Motion carried: Yes - 15 No - 0

The Chairman recommended that communication be initiated, if non-existent, between BCC departments and their sister departments at the senior colleges to facilitate transferability.

IV. Curriculum Revision - Secretarial Studies

Prof. Farrelly explained the need for curricula revision for the training of general, legal, school, and medical secretarial assistants. The proposal includes limiting required courses, increasing electives, and incorporating the recently approved Business Communications course.

It was suggested that there be a reconsideration of the Physical Education and Math requirements in the curricula.

It was requested that the proposed curricula be submitted at the next meeting in the form of a Core, Humanities, Specialization, and Electives.

Discussion to continue at the next meeting.

V. New Course, Cooperative Work Experience II

Prof. Pollack explained the need for the course. Recently, the college was the recipient of a grant for the education of business students who complete two semesters of work experience in their area of interest. A one semester work experience course (Ret. 51) is currently offered at B.C.C. The proposed course would be a continuation of Ret. 51. Students would be required to work 15 hours/week in a local marketing house.

V. (continued)

Questions raised during the discussion included grading and the effects on students of dismissal from employment by an employer. Suggestions for department reconsideration was a seminar for students to discuss their work experiences.

It was also suggested that Ret. 51 be withdrawn from the role of courses offered at B.C.C. and that Work Experience I (Ret 51) and II be considered together.

Discussion to continue at the next meeting.

VI. Curriculum Revision - Business and Commerce

A.A. Business Administration

A.A. Business Teaching

Prof. Pollack reviewed changes in the above curricula, which were necessitated by excessive credits resulting from intra-department changes. It was noted that these curricula were revised last spring, but were returned by the Board because of excessive credits. Changes from the past curricula include a reduction in credits, the choice of micro-economics or macro-economics, respectively, which is required by Baruch and Lehman Colleges. Speech 21 will be required of all students except Business Teaching and Distributive Education Option students.

Suggestions included a department reconsideration of the restriction in Art or Music.

Discussion to continue at the next meeting.

VII. English Department New Course Proposal, The Bible as Literature
(4 rec-3 credits)

Information supporting the proposal was distributed.

VIII. The meeting adjourned at 4:05 P.M.

Respectfully submitted,

Michael J. Kanuck
Michael J. Kanuck *MJK*
Secretary

MJK:gk