

FILE
binds

Professor Terry

BRONX COMMUNITY COLLEGE
of the City University of New York

MINUTES OF THE COMMITTEE ON INSTRUCTION 3/22/68

Present: K. Elling, Chairman
I. Berger, M. Chang, M. Glacy, N. Gore, A. Hirshfield,
W. Hynes, J. Katz, A. Lessard, D. Lowenthal, D. McCulloch,
W. Sokolsky, J. Sztacho, E. Terry, and H. Winterfeldt.

The meeting was scheduled to commence at 12:30 p.m. While Dr. Elling, the Chairman, was detained, members of the Committee occupied themselves looking over the draft of a questionnaire form designed by the Subcommittee on Questionnaires, handed out by Dr. Berger. Prof. Lessard suggested that the following question from a questionnaire form from State University at Stony Brook be added to the list of questions:

"In a general appraisal of your teachers, how would you rate him compared to other teachers you've had in college?
a. one of the best.
b. a good teacher.
c. about average.
d. below average.
e. one of the least effective."

Open discussion continued as Dr. Elling arrived at the meeting. Among the viewpoints mentioned were:

- (1) Use of words like "satisfactory," "worthwhile" and "excellent"
- (2) Ambiguity in responding.
- (3) Wording the questions in a positive manner to get response.
- (4) Manner of distributing the questionnaire.
- (5) Distinction between the course and the instructor.
- (6) Meaning of the code.
- (7) Need for training to analyze the answers.
- (8) What should be the maximum score?
- (9) Should all questions be rated equally?
- (10) Are instructor-related items and course-related items interchangeable?
- (11) Order of the questions.

Finally, a motion was made to vote on each question on the list without discussion, in order to save time.

The Result was as follows:

Question #	3	Passed
"	# 4	"
"	# 5	"
"	# 6	"
"	# 7	"
"	# 8	"
"	# 9	"
"	#10	"
"	#11	"
"	#12	"
"	#13	(to be replaced)
"	#14	Passed
"	#15	(words to be reversed)
"	#16	(to be dropped)
"	#17	(retained)

At 2 p.m. it was moved and seconded that the meeting be adjourned.

The next meeting will be held on April 11.

Respectfully submitted,

Mabel L. Chang
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Secretary