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MINUTES OF INSTRUCTION COMMITTEE MEETING, THURS. DEC. 1, 1977

Present: I. Berger, Chairman
L. Barker, M. Chang, F. Donnangelo, D. Frank, M. Goldberg,
D. Hadgis, R. Miller, E. Passer, W. Sokolsky, L. Squitieri,
H. Tyson, M. Wise and T. Vazquez (student).

Dr. Berger, the Chairman, wrote the date of the next meeting (Dec. 15) on the blackboard and indicated that we will meet "with or without a reminder." "As for today," said Dr. Berger, "Dean Bullard can not come," but Prof. Baskind is here to demonstrate a program to help our students explore career opportunities."

The minutes of our Committee meetings for Oct. 20 and Nov. 3 were approved as distributed.

"We are glad to see one student at our meeting today," continued the Chairman. Other students, such as D. Bunch, Chairman of the Student Caucus, had informed Dr. Berger that they could not get away from other commitments to attend our meeting here, Dr. Berger announced.

Next, Dr. Berger informed the Committee that he had had contact with Prof. P. Berger who had informed him that the reason she wanted the Questionnaire administered by some one other than the instructors was due to her impression that the administration of the Questionnaire had been abused. Also, Prof. P. Berger pointed out that at the State universities, Student Questionnaires were not administered by the instructors themselves.

The Chairman then related how he had communicated with Dr. N. Eagle who wrote that "any change at this time will lead to confusion in the minds of the students and instructors..." As to the timing of the Questionnaire it was revealed that if it was to be administered by the 12th week of the semester students who plan to drop the course would be included, whereas, if the Questionnaire was to be administered after the 12th week students who drop the course in time to avoid the penalty will not be there to answer the Questionnaire.

Dr. Chang proposed that the representatives in the Instruction Committee survey the members of their Departments on their preferences on this matter. This suggestion was accepted; and Dr. Berger asked the members of the Committee to go ahead with the survey. However, it was pointed out that, in any case, the Instruction Committee had the power to decide on what was desirable with regard to the administration of the Questionnaire.

Dr. Berger then announced that the Committee on Governance Structure

bronx community college of the city university of new york
university avenue and west 181 street, bronx, new york 10453 • (212) 367-7300

and Functions had taken a mandate to review the Governance Plan. Any recommendations for changes with regard to the functions of the Instruction Committee may be made at this time. Also, Dr. Berger encouraged every one to read the Task Force's Report on Teaching as it was one of the largest committees, said Dr. Berger.

At 1:10 p.m. Prof. Baskind demonstrated, with slides, a support program which the Department of Student Development had been offering to all BCC students. It was the SPD99 Orientation Program as described on p. 39 of the current College catalog.

At 2 p.m. when the demonstration was over, four kinds of leaflets were distributed to all those present.

The meeting adjourned at 2 p.m.

Respectfully submitted,

Mabel L. Chang
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Secretary