



MINUTES OF INSTRUCTION COMMITTEE MEETING, WED. FEB. 14, 1979

Present: I. Berger, Chairman
M. Chang, M. Glass, D. Hadgis, D. McCulloch, M. Pollack,
E. Passer, A. Pomerantz, W. Sokolsky, I. Ronson and M. Wise.

The meeting began at 3:25 p.m. Dr. Berger, the Chairman, wrote the following dates of future meetings on the blackboard.

Feb. 28, Mar. 14, Mar. 28, Apr. 11, Apr. 25, May 9 (election)
and May 16 (tentatively)

It was hoped that the Committee on Instruction will continue without being absorbed by any committee, said the Chairman. "There is a variety of functions for the Instruction Committee" continued Dr. Berger, - for instance, the Student Questionnaire, regular issue of a bulletin on different aspects of teaching, ideas on how to design tests, techniques on questioning, and how to prepare syllabi.

Open and free discussion took place on the following subjects which were of concern to the Instruction Committee.

- (i) The Student Questionnaire - is a revision necessary?
- (ii) Disruptive students in the classroom: past experiences of knife-wielding students were recalled.
- (iii) Cheating during examinations and problems in its elimination.
- (iv) Plagiarism in term papers may have been facilitated by notices on the bulletin board offering to help students prepare term papers.
- (v) Importance of announcing a fair and equitable grading system before commencing to give tests in order to avoid individualized standards.
- (vi) The problem of stability versus flexibility was becoming prevalent. It was pointed out that honest grading of students with explicit "curving" and liberal waivers of suspension may be preferable to inflated grades which the students may mistake for being real.
- (vii) Uniform recording of all student absences and latenesses was unanimously deemed necessary and important by those present at the meeting.
- (viii) A suggestion was made to request an Instruction Committee Bulletin Board in the Faculty Lounge on the 6th floor of Tech II Building.
- (ix) The new coat of painting in the Gould Annex was an improvement but the buzzing sound from the light structures had not been fixed.
- (x) Noise from motors was a constant problem in certain classrooms of the Building Tech II.

Before the meeting was adjourned at 4:45 p.m. the Chairman announced that the Dean's next Workshop will be held on Feb. 28 from noon to 2 p.m. on the topic "Classroom Environment - the Perspective from the Student's Seat."

Respectfully submitted,

Mabel L. Chang
Mabel L. Chang, Secretary

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