Minutes of the CURRICULUM COMMITTEE
Tuesday, May 25, 1971 - Faculty Cafeteria - 10:15 A.M.

PRESENT: Michael Steueran, Chairman, presiding
F. Berger, N. Binder, R. Farrelly, A. Cavesen, J. Hamell,
H. Harris, G. Hobbs, H. Jick, M. Kalin, M. Kanduck,
J. Kolliner, A. Lande, A. Levey, N. Pessah, M. Pollack,
C. Polowczyk, K. Pomeranz, M. Rosenstock, J. Sweeney,
E. Weiss, W. Zalkin

GUESTS: M. Johnson, A. Paullay, S. Reisin

I. Approval of Minutes

The minutes of May 11 were approved with one correction:

Page 292, item V, paragraph 6 - Delete "It was moved and
seconded to endorse the Chair's ruling" and add "The Chair
moved the motion out of order."

The following sequence results:

A motion to challenge the rule of the Chair was de-
feated.

Motion defeated: No - 12 Yes - 5 Abs. - 0

The minutes of May 13 were approved with one correction:

Page 294, item III, paragraph 3 - Add "A request was made to
seek a Math recommendation from 4 year schools who offer a
bachelor's degree in Technology."

II. Correspondence

A letter dated May 17 from Dean Corbman to Prof. Steueran
acknowledging a letter from Dr. Wells (Chairman of Psychology,
Lehman College) which indicated that the following Psychology
courses, because of their equivalency, will receive transfer
credit for a Psychology major. They are: Psy 21 (General
Psychology), Psy 22 (Social Psychology) and Psy 41, 42
(Developmental Psychology I, II).

Psy 35, 36, 51, 52, 61, 62, 71, 72 will receive elective credit.

III. Long Range Revision Subcommittee Report

Prof. Kolliner presented the report of the Subcommittee. Dis-
cussion centered around item V. Doubt was expressed about the
functioning of such a subcommittee. Clarification was offered
about the subcommittee's function; it would not exercise any
executive power, but would act as a clearing house in order to
expedite the dispersal of information.

It was moved and seconded to change item V, Recommendations
to read, in order that a Subcommittee screen all new course pro-
posals when necessary, in order to avert and/or mediate inter-
departmental controversy arising from course proposals which may
involve the disciplines of other departments.
III. (continued)

Motion defeated: Yes - 4  No - 13

It was moved and seconded to table item V, paragraph 2.

Motion defeated: Yes - 6  No - 10

The technology areas and business areas indicated a desire to be represented in such a committee.

It was moved and seconded to include representation from technological areas as well as liberal arts on the proposed Subcommittee.

Motion defeated: Yes - 2  No - 13

It was moved and seconded to strike recommendation 2 from item V and substitute "a subcommittee be charged to make detailed recommendation regarding possible screening of new courses."

Motion carried: Yes - 8  No - 6

In regard to item III, it was pointed out that the Curriculum Committee had already recommended such actions. A suggestion that a stronger statement was needed in light of Curriculum Committee's past recommendations and the lack of action therein.

It was moved and seconded that the Curriculum Committee assume full editorial responsibility for catalog material which deals with curricula.

Motion defeated: Yes - 1  No - 14

IV. Discussion included whether the Curriculum Committee should undertake further responsibility with regard to the catalog: e.g. its date of issuance, supplements, etc.

It was moved and seconded that the Curriculum Committee make a formal request to the proper administration office to permit this committee to determine the issuance of supplements, to update the catalog, or by some other means, to inform students and faculty of changes in the curriculum area.

Motion defeated: Yes - 8  No - 9

Items 7 and 9, which include the honors program and CUNY-BA Degree, were briefly discussed.

It was moved and seconded to accept the report of the Subcommittee and approve implementation of its recommendation.

Motion carried: Yes - 17  No - 0  Abs. - 0

Report of the Subcommittee on Long Range
Revision of the Liberal Arts Curriculum

The Subcommittee on Long Range Revision of the Liberal Arts Curriculum was appointed by the Chairman of the Curriculum Committee, Prof. Michael Steuerman, at the Curriculum Committee
meeting of October 13, 1970.* Members of the Subcommittee were Profs. David Felix, N. Gilroy, M. Kalin, C. Polowczyk, E. Weiss and W. Zalkin, and Mr. Alan Campbell, student representative. Prof. Jean Kolliner served as Chairman. The Subcommittee has met on an average of two to three times a month since October. From the outset, the Subcommittee agreed that curriculum revision required careful consideration of many factors, that it should be an ongoing activity responsive to changing needs and responsibilities, and that no easy solutions to curricular revision could be anticipated. The views and opinions of faculty, students and members of the administration were eagerly sought by the Subcommittee and the Subcommittee is grateful to many members of the BCC community who contributed their time and expertise to the Subcommittee's deliberations.

Members of the Subcommittee also sought to keep abreast of the developments at other colleges not only through professional reading but also by sharing reports evolved at various conferences they had attended.

Recommendations

The Subcommittee has discussed a variety of proposals and ideas—some of a far reaching nature which need further investigation and study before specific recommendations can be made. This report indicates the areas of the Subcommittee's concern and limits specific recommendations to those matters which could be implemented this coming semester if accepted by the Curriculum Committee.

1. Evaluation

The revised liberal arts curriculum which was implemented in September 1970 for incoming freshmen has generated many changes in the curriculum. The flexibility and expanded opportunity for elective courses has spurred the development of many new courses and new options within the liberal arts. The prerequisite structure has been reviewed and revised by many departments. Student reaction to the revised curriculum appears to be favorable.

In view of the widespread changes which the revised curriculum has brought about, the Subcommittee recommends that in the fall of 1971 the Office of Institutional Research, together with such faculty as may be required, design a study to be conducted in the Spring Semester of 1972 to evaluate the revised curriculum. Such evaluation would reveal the strengths and weaknesses of the revised curriculum, and thus, would be valuable in guiding future curriculum revision.

2. Orientation

Much concern has been expressed by both students and faculty about freshman orientation, and the Subcommittee has had a variety of proposals presented to it. While the Subcommittee is aware of the orientation program now being

*The creation of the Subcommittee on Long Range Revision of the Liberal Arts Curriculum was a recommendation of the Subcommittee on Liberal Arts Revision whose report was presented to the Curriculum Committee on March 24, 1970.
2. Orientation (continued)
conducted by the Department of Student Personnel which helps
the new student find his way at B.C.C. and provides him with
information about the services and resources of the college,
the feeling was widely expressed that this program does not
fully meet the need of the new student.

Although the Subcommittee has not formulated a proposal
as to the specific content of an expanded orientation program,
the consensus is that freshman orientation should help the
student develop a deeper understanding of the purposes and
relevance of his college experience in terms of his life time
involvements and goals, as well as provide him with the prac-
tical information which the present orientation program offers.
Therefore, the Subcommittee recommends that under the leader-
ship of the Student Personnel Department (but involving other
academic departments,) freshman orientation be revised and
expanded with special attention to helping the student develop
a philosophical understanding of the total college experience.

3. Communication
Early in its deliberations, the Subcommittee became aware
of the fact that the college catalog is not up to date in
recording course offerings and options. Thus, students are
not always aware of the course choices that are available
and do not take full advantage of the flexibility of the re-
vised curriculum. The Subcommittee recommends that the
Curriculum Committee make a formal request to the proper
administration office to correct this situation either by
issuing supplements to update the catalog or by some other
means that would achieve the same result.

4. Remediation
With the advent of open admissions, remediation has be-
come the key to success or failure for increasing numbers of
students. Responsibility for remediation is shared by many
departments, methods employed by one department have been
questioned by members of other departments, and there appears
to be a lack of coordination and a degree of confusion about
the total remediation effort. The Subcommittee recommends
that a subcommittee of the Curriculum Committee be formed to
look into all aspects of the remedial programs of the college
in an effort to coordinate and improve B.C.C.'s remedial efforts.

5. Interdisciplinary Courses
The Subcommittee has devoted considerable attention to
the need for interdisciplinary courses at B.C.C. Increasingly,
it is evident that knowledge does not conform to rigid de-
partmental boundaries. In colleges throughout the United
States, the growing number of interdisciplinary courses and
specializations reflects the fact that many areas of legitimate
inquiry and study cannot be confined to a single discipline.
B.C.C. has lagged in the development of interdisciplinary
courses.

The Subcommittee believes that a mechanism is needed to
facilitate interdisciplinary study at B.C.C. At the same
time, the Subcommittee believes that a mechanism is also
needed to prevent the kind of controversy that has resulted
when courses are proposed to the Curriculum Committee that
5. Interdisciplinary Courses (continued)
Impinge on the discipline of other departments. Therefore, the Subcommittee recommends that a permanent subcommittee of the Curriculum Committee be established to: 1) encourage and facilitate the development of interdisciplinary courses, and 2) be charged to make detailed recommendations regarding possible screening of new courses. The Subcommittee should have representation from the sciences and mathematics, the humanities, and the social sciences plus at least one other member without ties to a specific discipline.

6. Community Service
Many opportunities for integrating community service into the structure of courses at B.C.C. exist which to date have not been acted upon. The Subcommittee realizes that there has been some movement in this direction during the past year, and recommends that departments expand their efforts to provide valid field work for interested students. To insure the educational soundness of community service experience, an organized coordinated approach is desirable. The Subcommittee believes that further study in this area is needed before it can make specific recommendations.

7. Honors Programs
The Subcommittee recommends that each department develop an honors program as a means of enlarging educational opportunity at B.C.C. It is recognized that honors programs require budgetary support and departments are urged to press for the necessary financing.

8. English as a Second Language
English as a Second Language, passed by the Curriculum Committee last spring, has not been implemented. Students from a variety of backgrounds for whom English is a second language are not being served effectively by the courses now available to them. The Subcommittee recommends that English as a Second Language be reviewed, revised if necessary, and promptly implemented.

9. CUNY - B.A. Degree
When guidelines for the CUNY-B.A. Degree are available, they should be reviewed to assess their applicability for B.C.C. students, regardless of whether they are in the university-wide program. As passed by the B.H.E., the CUNY-B.A. degree appears to offer opportunity for individualized programs of study which B.C.C. may wish to make available for interested students.

10. Continuation of Subcommittee
The Subcommittee recognizes that its work this year is only a beginning, that curricular revision must be a continuing effort, and that many areas of possible change remain unexplored. For these reasons, it is recommended that the Subcommittee be continued next year (without any implication that its membership remain unchanged) and that this interim report be regarded merely as the first step in insuring a liberal arts curriculum at this college which will continue to be responsive to student needs and educationally sound and vigorous.
IV. (continued)

It was moved and seconded to thank the Subcommittee for their work. A special commendation to Jean Kolliner for her work in chairing this committee.

Motion carried: Unanimously

V. Computer Science Subcommittee Report
Membership: C. Polowczyk (Chairman,) M. Kanuck, M. Weiss

Prof. Polowczyk reviewed the report of the Subcommittee. Discussion centered on items I and II which dealt with the Computer Science Option proposed by the Business and Commerce Department. It was recommended by the Subcommittee that the proposal be withdrawn and resubmitted with a new title, and articulation agreements be made with the Baruch School and other business and commerce schools.

It was moved and seconded to table the report of the Computer Science Subcommittee.

Motion carried: Yes - 15  No - 2  Abs. - 1

VI. Continuing Education Subcommittee Report
Membership: H. Stein (Chairman,) I. Berger, M. Bindler, R. Farrelly

Prof. Farrelly reviewed the Subcommittee report. It was explained that only non-credit courses are approved by this Subcommittee.

The Curriculum Committee Subcommittee on Continuing Education

Listed below are the program enactment motions passed by the Subcommittee and the date when the motion was passed. The name of the program will be underlined if it appears in the body of the motion or it will be added in parentheses at the end of the motion.

This listing does not include all programs conducted by the Office of Continuing Education. Not listed are those programs approved during the previous academic year and those credit extension programs conducted by the Office of Continuing Education at the request of the President.

Before the faculty departs for summer vacation, the Office of Continuing Education will prepare and distribute a complete status report as a replacement for the status report issued at the start of the 1970-71 academic year.

Meeting of October 14, 1970

1) The Subcommittee approves the offering of non-credit English as a Second Language instruction at Isabella Geriatric Center, Bronx State Hospital, the Hunts Point Multi-Service Center and the James Monroe Community Center.

2) The Subcommittee authorizes the Office of Continuing Education to develop English as a Second Language, High School Equivalency and College Adapter courses at Isabella Geriatric Center for staff members of the Center.

3) The Subcommittee authorizes inauguration of a community agency clerical skills program under the provisions of the Vocational Education Act.
4) The Subcommittee authorizes inauguration of clerical skills and expanded super-market skills training programs at the Davidson Avenue Community Center under the provisions of the Vocational Education Act.

5) The Subcommittee approves the Cooperative City Medical Emergency Technicians Program, a 36-hour certificate program of instruction funded by the State Health Department.

6) The Subcommittee authorizes the development of non-credit continuing education course offerings at Cooperative City.

Meeting of November 4, 1970

1) The Subcommittee authorizes participation of Bronx Community College in the State Civil Service Program.

Explanation: Under the provisions of the collective bargaining agreement between the State of New York and the Civil Service Employees' Association, civil service employees in the State Administrative Services unit, the Institutional Services unit, the Operational Services unit, and the Professional, Scientific and Technical Services unit are entitled to enroll in tuition supported non-credit upgrading course offerings. Bronx Community College Office of Continuing Education will offer the 12 courses on the Civil Service list as follows:

a) Administrative Supervision
b) Advanced Principles of Accounting
c) Advanced Secretarial Techniques
d) Conversational Spanish
e) Fundamentals of Supervision
f) Intermediate Mathematical Proficiency
g) Introduction to Statistics
h) Introduction to Supervisory Skills Development
i) Oral Presentation Techniques Workshop
j) Principles of Accounting
k) Reading Improvement
l) Report Writing for Supervisory Personnel

Meeting of December 9, 1970

1) Training and Upgrading of Community Environmental Protection Aides
2) Project to Train Community Workers
3) Training of Disadvantaged Youths for Entrance Into the Field of Environmental Health
4) Evaluating and Developing Course Content and Materials for College Adapter Program
5) Training of Disadvantaged Youths in Specialized Vehicle and Vehicle Equipment Maintenance Used in Environmental Protection
6) Project to Provide Counseling and Placement Services for Non-Degree Job Trainees
7) Project to Train Child Care Technicians
8) Adult Learning Center for Occupational Students
9) Library Technical Assistant Program
10) Computer Science Certificate Program for Disadvantaged Minority Group Youth and Adults
11) Government Services Degree Program

Proposal approved and grant awarded

The Subcommittee authorizes the Office of Continuing Education to conduct as college programs Vocational Education Act grants resulting from submission of the 11 Voc. Ed. Act proposals.
Meeting of January 13, 1971
1) The Subcommittee authorizes inclusion of the following courses in the Municipal Civil Service Program: Public Speaking; Intermediate Conversational Spanish; Essential Principles of Supervision II.
2) The Subcommittee authorizes the offering of Pharmacology for Licensed Practical Nurses.
3) The Subcommittee authorizes the offering of Medical Terminology for Medical Assistants.

Meeting of February 10, 1971
1) The Subcommittee authorizes the investigation of a possible role for the college in the Law Enforcement Education Program, commonly called Project LEEP. (Note: Project LEEP is a federally-supported tuition reimbursement program for policemen who are attending college.)
2) The Subcommittee authorizes the following courses for the State Civil Service Program:
   a) Basic Skills in Mathematics
   b) Refresher Courses in English Usage (Written)
   c) English As A Second Language
   d) Understanding and Interpretation of Written Material
   e) Vocabulary Building and Usage

Meeting of February 24, 1971
1) The Subcommittee authorizes the offering of the following non-credit continuing education courses: (Cooperative City and Parkchester.)
   a) Decorating the Middle-Income Apartment
   b) Spanish Grammar and Usage
   c) Psychology of Personality Types
   d) Sensitivity Training
   e) The Art of Music Listening
   f) Insights into Modern Drama
   g) Painting in Acrylics for Beginners
   h) Appreciating Modern Literature
   i) Bridge for Beginners
   j) The Occult: Witchcraft, Astrology and Yoga
   k) Investments for the Moderate-Income Family
   l) Standard First Aid
   m) Advanced First Aid
   n) Techniques of Photography
   o) Survival as a Tenant: A Workshop on Housing
   p) Parents and Their Children: Drugs, Mental Health and Sex

Meeting of May 12, 1971
1) The Curriculum Committee Subcommittee on Continuing Education approves the offering of a State approved Real Estate Course consisting of a minimum of 60 hours of non-credit training.

It was moved and seconded to approve the report of the Subcommittee on Continuing Education.

Motion carried: Yes - 11   No - 2
VI. (continued)

It was moved and seconded to thank the Subcommittee on Continuing Education for its work during the year.

Motion carried: Unanimously

VII. The Chair reviewed the work of the Curriculum Committee during the past year; thirty-three new courses, revision of ten curricula, and one new curriculum were approved during the 70-71 academic year. As a result, a wider choice of courses now exist in the various curricula. Numerous subcommittees' reports have also been approved by the Curriculum Committee.

It was moved and seconded to schedule another meeting of the Curriculum Committee for next week.

Motion carried: Yes - 14  No - 2

The Chair announced a meeting for Tuesday, June 1 at 9 A.M. Items to be considered are Curricula Revisions.

VIII. The meeting adjourned at 1:30 P.M.

Respectfully submitted,

Michael J. Kanuck
Secretary