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

Present: I. Berger, Chairman
L. Barker, M. Chang, P. Dornangelo, D. Frank, M. Goldberg,
D. Hadgis, R. Miller, E. Passer, W. Sokolsky, L. Squitieri,

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 cannot 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 Chair-
man. Other students, such as D. Bunch, Chairman of the Student Caucus, had
informed Dr. Berger that they could not get away from other commitmens
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 someone other than the instructors was
due to her impression that the administration of the Questionnaire had
been abused. Also, Prof. F. Berger pointed out that at the State univer-
sities, Student Questionnaires were not administered by the instructors
themselves.

The Chairman then related how he had communicated with Dr. N. Bagle 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 Question-
naire.

Dr. Berger then announced that the Committee on Governance Structure
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
Secretary