Meeting 15  March 19, 1996  South Hall Conference Room


Division Coordinators:  H. Irby, G. Lieblich, J. Ryan

Guests:  C. Honda, L. Rice

1. **CALL TO ORDER:** Chairman Ryan called the meeting to order at 2:45 p.m.

2. **APPROVAL OF MINUTES:** The Minutes of the meeting of March 12, 1996 are being prepared.

3. **CORRESPONDENCE, REPORTS, ANNOUNCEMENTS:**
   Chairman Ryan reported that Prof. Witlieb, Chairman of the Subcommittee on Continuing Education, has requested from Dean Sanchez material on the Medical Office Assistant course, the Environmental Technology Project, the Environmental Technology Program, and Improving Writing Skills.

   Chairman Ryan received a memo from Dr. Stern that clarifies that Health, Physical Education, and Wellness courses are transferable to Lehman College according to Dean Heyward.

4. **OLD BUSINESS**
   A. Revision of Existing Curricula (Action Deferred)
   I. Secretarial Studies A.A.S.
   II. Secretarial Science - Medical Curriculum A.A.S.
   III. Engineering Science A.S.
   IV. Liberal Arts & Science - General A.A.
   V. Electrical Technology A.A.S.
   VI. Business Administration and its four options:
      a. Accounting Option A.S.
      b. Management Option A.S.
      c. Marketing, Management, Sales Option A.S.
d. Programming & Systems Option A.S.

VII. Programming & Systems Curriculum A.A.S.

VIII. Marketing, Management and Sales and its three options
   a. Marketing Management Option A.A.S.
   b. Management of Retail Enterprise Option A.A.S.
   c. Small Business Management Option A.A.S.

IX. Community School Health Option A.A.

X. Liberal Arts & Sciences - History Option A.A

XI. Health Care Management A.S.

XII. Accounting Curriculum A.A.S.

B. Department of Business
   Revision of Paralegal Studies A.A.S.
   Lawyer's Assistant Option A.A.S.
   Lay Advocate Option A.A.S
   Discussion postponed at the request of the Department.

C. Department of Social Science
   Proposed experimental course in Contemporary Economics
   Discussion postponed at the request of the Department.

D. Department of Biology
   Proposed New Curriculum - Letter of Intent
   Biology A.S.
   Approved: 14-0-3

E. Departments of Engineering Technologies and Mathematics
   Experimental Courses, part of NYNEX Telecommunication Technology Curriculum
   a. Computer Applications in Telecommunication
      2 rec; 2 labs 3 cr
   b. Technical Mathematics 1 4 rec; 4 cr
      Approved Viva Voce

F. Discussion of changing TAP regulations and minimum academic prerequisites for credit bearing courses was moved to the end of the agenda after curriculum revision presentations.

G. Department of Mathematics and Computer Science
   Revision of an Existing Curriculum
   Computer Science A.S.
   Questions were answered; revised materials distributed.
   Action possible at next meeting.
H. Department of Mathematics and Computer Science
Revision of an Existing Curriculum
Mathematics Curriculum (transfer)
Questions were answered; revised materials distributed.
Action possible at next meeting.

I. Department of Art and Music
Revision of an Existing Curriculum
Advertising Art & Computer Graphics A.A.S.
with revision of one existing course
Questions were answered; revised materials distributed;
Action possible at next meeting.

5. NEW BUSINESS
A. Department of Physics
Request for Waiver from 60 credit limit
Radiologic Technology A.A.S.
Materials were distributed; questions were received.
No action possible at next meeting.

Social Science Department
B. Liberal Arts & Sciences A.A.
   Psychology Option
   Political Science Option
   International Studies Option
   Religion Option
Materials were distributed; questions were received.
No action possible at next meeting.

6. ADJOURNMENT:
The meeting was adjourned at 4:10 p.m. The next meeting will
take place on March 26, 1996 at 2:30 p.m. in South Hall
Conference Room.

Respectfully submitted,

Rosemary Quinn
Secretary Pro Tem