



Borough of Manhattan Community College
The City University of New York
Curriculum Committee of the Academic Senate

Meeting Minutes

September 4, 2019 at 2:00pm in MC-N767

I. CALL TO ORDER at 2:10pm

I.A. Members Present: Mohamed Alam, Sangeeta Bishop, Vincent Cheng, Judy Eng, Maria Enrico, Joel Hernandez, Ken Levinson, Mahatapa Palit, Claire Pamplin, Fred Peskoff, Lesley Rennis, Chris Stein, Carei Thomas, Janice Walters, Don Wei, Josh Wolfson, Erwin Wong, Eugenia Yau

I.B. APPROVAL OF THE CURRICULUM COMMITTEE MINUTES of May 8, 2019

I.B.1. Vote was not taken on the minutes.

II. CURRICULUM PROPOSALS & REVISIONS

II.A. PRESENTATIONS

II.A.1. **Curriculum Revision:** Business Management (General Management) BEC

Presenters: Francisca Campos

Vote: Approved. Motion to approve the proposal passed 15-0-0.

Description: The Business department seeks approval to submit a formal application to the New York State Education Department for addition of the distance education format to a registered program for the General Management specialization of the Business Management curriculum. Students can take 63.15% of the degree requirements and 64.28 of the General Management Curriculum requirements online.

II.A.2. **Curriculum Revision:** Small Business Entrepreneurship

Presenters: Francisca Campos

Vote: Approved. Motion to approve the proposal passed 15-0-0.

Description: The Business department seeks approval to submit a formal application to the New York State Education Department for addition of the distance education format to a registered program for the Small Business Entrepreneurship curriculum. Students

can take 79% of the degree requirements and 71% of the Small Business Entrepreneurship Curriculum requirements online.

II.A.3. **Pathways Course:** COM 100 Introduction to Communication Studies

Presenters: Brianne Waychoff and Elizabeth Whitney

Vote: Approved. Motion to approve the proposal passed 15-0-0 pending required revisions.

Required Revisions: In the left column of the Learning Outcomes section of the Pathways Proposal form, replaced the words “assessed by” with language that uses Blooms Taxonomy style words to explain how the assignments and activities address the learning outcomes. Also include in the left column or the syllabus itself examples of assignments and references to items like rubrics.

Description: This adds the existing course to the Individual and Society Flexible Core bucket.

II.B. VOTE AND TALLY

II.B.1. The Committee voted by paper ballot and the tallies were counted by Sangeeta Bishop and Chris Stein and reported as listed above. All vote totals are listed in the following order: yes-no-abstain.

III. OLD BUSINESS

IV. NEW BUSINESS

IV.A. Elections

IV.A.1. Election for Committee Chair

1. Maria Enrico and Lesley Rennis were elected co-chairs by unanimous acclaim

IV.A.2. Election for Committee Secretary

1. Chris Stein was elected secretary by unanimous acclaim.

V. ADJOURNMENT at 2:55pm

Respectfully submitted by Chris Stein, secretary.