



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

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Meeting Minutes  
October 2, 2019 in MC-N767

- I. CALL TO ORDER at 2:07pm
- I.A. Members Present: Sangeeta Bishop, Vincent Cheng, Judy Eng, Maria Enrico, Everett Flannery, Joel Hernandez, Ken Levinson, Mahatapa Palit, Claire Pamplin, Fred Peskoff, Christopher Stein, Janice Walters, Don Wei, Josh Woodson, Eugenia Yau, Mohammed Alam, Carei Thomas, Erwin Wong
- II. APPROVAL OF THE CURRICULUM COMMITTEE MINUTES of May 8, 2019 and September 4, 2019
- II.A. Both minutes approved by unanimous acclaim
- III. CURRICULUM PROPOSALS & REVISIONS
- III.A. PRESENTATIONS
- III.A.1. **Curriculum Revision:** Communication Studies
- Presenter:** Elizabeth Whitney
- Description:** This revision changes the Core requirements and the Elective requirements for the major to incorporate new courses and better reflect the needs of the major.
- Vote:** TABLED. Motion to table the proposal passed 14-0-0.
- III.A.2. **Course Revision:** ENG 100.5
- Presenters:** Caroline Pari-Pfisterer, Cynthia Christina Lam, Keridiana Chez, Tracy Bealer, Angela Florscheutz
- Description:** This revision changes the course pre-requisites to comply with the new CUNY admissions policies and changes to multiple measures of reading and writing proficiency for placement into courses.
- Vote:** TABLED. Motion to table the proposal passed 14-0-0.
- III.A.3. **Course Revision:** ENG 101

**Presenters:** Caroline Pari-Pfisterer, Cynthia Christina Lam, Keridiana Chez, Tracy Bealer, Angela Florscheutz

**Description:** This revision changes the course pre-requisites to comply with the new CUNY admissions policies and changes to multiple measures of reading and writing proficiency for placement into courses.

**Vote:** APPROVED. Motion to approve the course revision passed 14-0-0 pending required revisions.

**Required Revisions:**

- Change the revised pre-requisite to read: “English Proficiency Index of 65 or higher OR pass CUNY Reading and Writing test. Non-Degree Students must seek approval from English Department in Room N-799L.”
- Include a copy of the department meeting minutes in the revised proposal packet

III.A.4. **Course Revision:** ENG 121

**Presenters:** Caroline Pari-Pfisterer, Cynthia Christina Lam, Keridiana Chez, Tracy Bealer, Angela Florscheutz

**Description:** This revision changes the course pre-requisites to comply with the new CUNY admissions policies and changes to multiple measures of reading and writing proficiency for placement into courses.

**Vote:** APPROVED. Motion to approve the course revision passed 14-0-0 pending required revisions.

**Required Revisions:**

- Add a reference to ENG 101 the beginning of the course description so it reads “English 121 combines English 101 and English 201”
- Remove “Students must be exempt from reading and writing” from the pre-requisites
- Add “OR” to the pre-requisites to make it clear that students only need to have one of the pre-requisite options.
- Change the GPA pre-requisite to read “High school GPA of 3.5 or higher or a CAA that is equivalent.”
- Add “Or Department Permission” as the final pre-requisite
- Include the department meeting minutes in the revised proposal packet.

III.A.5. **New Curriculum:** Public and Nonprofit Administration

**Presenter:** Peter Hoontis

**Description:** Business Department proposal for a new Associate in Science degree in Public and Nonprofit Administration.

**Vote:** TABLED. Motion to table the proposal passed 14-0-0.

III.A.6. **Curriculum Revision:** Honors Program

**Presenter:** Joel Barker

**Description:** This revision changes the number of courses required to graduate as an Honors Program Scholar from 5 courses to 4 courses.

**Vote:** APPROVED. Motion to approve the revision to the Honors Program passed 14-0-0

III.B. VOTE AND TALLY

III.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. One Committee member had to leave before the vote was taken leaving 14 possible votes.

IV. OLD BUSINESS

V. NEW BUSINESS

V.A. New business items were not discussed.

VI. ADJOURNMENT at 4:05pm

Respectfully submitted by Christopher Stein, Secretary.