



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

Minutes
April 20th, 2020
Zoom

- I. CALL TO ORDER: 4:09pm
- II. APPROVAL OF MEETING MINUTES: Minutes from meeting of March 11th, 2020 were unanimously approved.
- III. STANDING COMMITTEE REPORTS FROM REPRESENTATIVES:
 - a. CURRICULUM COMMITTEE:
 - i. **Curriculum Revision:** Music
Description: A new track in Jazz and Popular Music is being added to the curriculum along with five new courses and 17 course revisions. The track and courses provide more senior college options and expand career path options. The course revisions bring classes in line with senior college classes and ease the path to completion for advanced students.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the curriculum revision passed 16-0-0.
 - ii. **New Course:** MUS 138 Jazz and Popular Music Aural Skills I
Description: This course is the first level of jazz and popular music aural skills. It is required in the Jazz and Popular Music specialization of the Music degree.
Presenter: Eugenia Yau

Vote: PASSED. Motion to approve the new course passed 16-0-0.
 - iii. **New Course:** MUS 238 Jazz and Popular Music Aural Skills II
Description: This course is the second level of jazz and popular music aural skills. It is an elective in the Jazz and Popular Music specialization of the Music degree.
Presenter: Eugenia Yau

Vote: PASSED. Motion to approve the new course passed 16-0-0.
 - iv. **New Course:** MUS 137 Jazz and Popular Music Theory I
Description: This course is the first level of jazz and popular music theory. It is required in the Jazz and Popular Music specialization of the Music degree.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the new course passed 16-0-0.

- v. **New Course:** MUS 237 Jazz and Popular Music Theory II
Description: This course is the second level of jazz and popular music theory. It is an elective in the Jazz and Popular Music specialization of the Music degree.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the new course passed 16-0-0.

- vi. **New Course:** MUS 114 Music Business
Description: This course is an introduction to the modern-day music industry. It is required in the Jazz and Popular Music specialization of the Music degree.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the new course passed 16-0-0.

- vii. **Course Revision:** MUS 118 Aural Skills I
Description: This revision updates the course description to more accurately reflect the Music requirements.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0.

- viii. **Course Revision:** MUS 218 Aural Skills II
Description: This revision updates the course description to more accurately reflect the Music requirements.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0.

- ix. **Course Revision:** MUS 318 Aural Skills III
Description: This revision updates the course description to more accurately reflect the Music requirements.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0.

- x. **Course Revision:** MUS 418 Aural Skills IV
Description: This revision updates the course description to more accurately reflect the Music requirements.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0.

- xi. **Course Revision:** MUS 234 Music Notation Software
Description: This revision changes the course number from MUS 234 to MUS 124 to clarify to students that this is an introductory-level course and changes the course credits from 1 to 2.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0.

- xii. **Course Revision:** MUS 235 Digital Music and Recording
Description: This revision changes the course number from MUS 235 to MUS 123, the course hours from 2 to 3, the course credit from 1 to 3, removes the pre-requisites and changes the course description. These changes are to better align with senior colleges and fit into the Music major.
Presenter: Eugenia Yau

Vote: PASSED. Motion to approve the course revision passed 16-0-0

- xiii. **Course Revision:** MUS 119 Keyboard Workshop I
Description: This revision updates the course description to more accurately reflect the Music requirements.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0
- xiv. **Course Revision:** MUS 219 Keyboard Workshop II
Description: This revision updates the course description to more accurately reflect the Music requirements.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0
- xv. **Course Revision:** MUS 319 Keyboard Workshop III
Description: This revision updates the course description to more accurately reflect the Music requirements.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0
- xvi. **Course Revision:** MUS 419 Keyboard Workshop IV
Description: This revision updates the course description to more accurately reflect the Music requirements.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0
- xvii. **Course Revision:** MUS 117
Description: This revision changes the hours from 4 to 3 and credits from 4 to 3 to better align with equivalent courses at the senior colleges. It also updates the course description to more accurately reflect the Music requirements.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0
- xviii. **Course Revision:** MUS 217
Description: This revision changes the hours from 4 to 3 and credits from 4 to 3 to better align with equivalent courses at the senior colleges. It also updates the course description to more accurately reflect the Music requirements.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0
- xix. **Course Revision:** MUS 317
Description: This revision changes the hours from 4 to 3 and credits from 4 to 3 to better align with equivalent courses at the senior colleges. It also updates the course description to more accurately reflect the Music requirements.
Presenter: Eugenia Yau
Vote: PASSED. Motion to approve the course revision passed 16-0-0
- xx. **Credit for Life Experience:** MUS 160 Voice I
Description: This updates the course to add a credit for life experience option.
Presenter: Eugenia Yau

Vote: PASSED. Motion to approve the credit for life experience passed 16-0-0

xxi. **Credit for Life Experience:** MUS 170 Voice II

Description: This updates the course to add a credit for life experience option.

Presenter: Eugenia Yau

Vote: PASSED. Motion to approve the credit for life experience passed 16-0-0

xxii. **Credit for Life Experience:** MUS 180 Guitar I

Description: This updates the course to add a credit for life experience option.

Presenter: Eugenia Yau

Vote: PASSED. Motion to approve the credit for life experience passed 16-0-0

xxiii. **Credit for Life Experience:** MUS 190 Guitar II

Description: This updates the course to add a credit for life experience option.

Presenter: Eugenia Yau

Vote: PASSED. Motion to approve the credit for life experience passed 16-0-0

xxiv. **Curriculum Revision:** Sociology

Description: This proposal adds AFN 128 Black Women in the Americas and Caribbean to the Sociology electives.

Presenter: Eugenia Yau

Vote: PASSED. Motion to approve the credit for life experience passed 16-0-0

xxv. **Course Revision:** SOC 230: Race and Ethnicity

Description: This proposal changes the title from *Ethnic Groups in American Life* to *Race and Ethnicity* and also changes the course description to better reflect the way the course is taught and align with Sociology programs at senior colleges.

Presenter: Sangeeta Bishop

Vote: PASSED. Motion to approve the course revision passed 16-0-0

xxvi. **Course Revision:** BUS 476: Social Entrepreneurship in Emerging Economies

Description: This proposal changes the course title from Social Entrepreneurship in India to Social Entrepreneurship in Emerging Economies. It is done to correct the title of the course and offer faculty the option of exposing students to different emerging economies.

Presenter: Mahatapa Palit

Vote: PASSED. Motion to approve the course revision passed 16-0-0

xxvii. **Course Revision:** MAR 220: Essentials of Advertising

Description: This proposal changes the pre-requisites from BUS 104 to ENG 101, MAR 100. MAR 100 provides adequate academic background and ENG 101 ensures students have requisite English skills.

Presenter: Mahatapa Palit

Vote: PASSED. Motion to approve the course revision passed 16-0-0

xxviii. **Course Revision:** MAR 330: Market Research and Analytics

Description: This proposal changes the pre-requisites from ENG 101, MAT 150, BUS 104, MAR 100 to ENG 101, MAT 150 and (MAR 100 or PSY 100). Either MAR 100 or PSY 100 provide the required background.

Presenter: Mahatapa Palit

Vote: PASSED. Motion to approve the course revision passed 16-0-0

- xxix. **Course Revision:** MAR 230: Essentials of Public Relations
Description: This proposal changes the pre-requisites from BUS 104, MAR 100, ENG 101 to MAR 100, ENG 101. MAR 100 provides adequate academic background without BUS 104.
Presenter: Mahatapa Palit
Vote: PASSED. Motion to approve the course revision passed 16-0-0
- xxx. **New Pilot Course:** BUS 320 Business Decision Making & Analytics
Description: This pilot course develops students' quantitative reasoning skills including data analysis, statistical thinking, and modeling business decisions using a wide range of case studies.
Presenter: Mahatapa Palit
Vote: PASSED. Motion to approve the pilot course passed 15-0-0
- xxxii. **New Course:** MMP 270 Introduction to Video Game Design
Description: This course introduces students to game design principles and video game production practices.
Presenter: Chris Stein
Vote: PASSED. Motion to approve the course revision passed 15-0-0 with required revisions.
- xxxiii. **New Course:** ANI 360 2D Animation Projects
Description: This course follows MMP 260 and teaches students the production pipeline techniques for creating animation for broadcast, film and effects.
Presenter: Chris Stein
Vote: PASSED. Motion to approve the course revision passed 15-0-0 with required revisions.
- xxxiiii. **Course Revision:** MMP/ANI 260 Introduction to 2D Animation
Description: This revision changes the course number to ANI 260 to make it clearer to Animation majors that this course is part of their requirements and make the sequence with ANI 360 clearer.
Presenter: Chris Stein
Vote: PASSED. Motion to approve the course revision passed 15-0-0 with required revisions.
- xxxv. **Course Revision:** VAT/ANI 301 Introduction to Video Graphics
Description: This revision changes the course number to ANI 301 to make it clearer to Animation majors that this course is part of their program electives.
Presenter: Chris Stein
Vote: PASSED. Motion to approve the course revision passed 15-0-0 with required revisions.
- xxxvi. **Curriculum Revision:** Animation and Motion Graphics
Description: This revision adds new course ANI 360 to the major and adjusts the required courses accordingly. It also adds a course to the program electives and notes the additional listings of ANI 260 and ANI 301.

Presenter: Chris Stein

Vote: PASSED. Motion to approve the course revision passed 15-0-0 with required revisions.

xxxvi. **Curriculum Revision:** Multimedia Programming and Design

Description: This proposal updates the requirements to note the additional listings of ANI 260 and ANI 301.

Presenter: Chris Stein

Vote: PASSED. Motion to approve the course revision passed 15-0-0 with required revisions.

xxxvii. **Curriculum Revision:** Video Arts and Technology

Description: This proposal adds MMP 270 as an Advised Elective and notes the additional listings of ANI 260 and ANI 301.

Presenter: Chris Stein

Vote: PASSED. Motion to approve the course revision passed 15-0-0 with required revisions.

a. FACULTY DEVELOPMENT COMMITTEE: C. Kronen

i. FDG funding reinstated after temporary cancellation. Number of awards depends on funding, usually 10-12 grants.

b. INSTRUCTION COMMITTEE: A. Colapinto

i. Old business: guidelines for online instruction to be voted on.

ii. No student evaluations this semester. Looking for a way to distribute updated student evaluations to faculty who want to pilot it.

iii. Investigated whether online classes in Fall must be taught synchronously. IP Karrin: Chairs agreed to keep classes synchronous unless they were already non-synchronous. Discussion will continue.

iv. Trauma informed pedagogy – plan to put together some resources, possibly a webinar.

c. ACADEMIC STANDING COMMITTEE: G. Miller

i. Voted unanimously to approve the process of reading appeals online.

ii. Resolution by board of Trustees – no students can be dismissed based on spring semester.

iii. Financial appeals – office will not look at degree progress but will look at GPA. Committee will suspend its usual requirements regarding documentation.

d. COMMITTEE ON STUDENT AFFAIRS: M. Matarese

i. Continuing review of Starfish language. If faculty mark students in danger of failing, students don't see that, only the advisors.

ii. Putting together a series of guidelines on how to deal with these kinds of crises with students.

e. ADMISSIONS COMMITTEE: R. Smart

i. Nothing to report. No meeting.

- f. ACADEMIC FREEDOM COMMITTEE: H. Glaser
 - i. Issue of recording in classrooms (excluding accessibility):
Committee will give a formal recommendation to office of accessibility that if a student needs recording, the office assigns a recorder who records only relevant parts. College has role in deciding on the policy and faculty should be central to this decision.
 - ii. Committee got a complaint – faculty member objected to letter that went to his student through StarFish.

IV. CHAIR'S REPORT

- a. Elections for 2020-2021 Academic Senate will be held at the organizational meeting in May via Zoom.

V. NEW BUSINESS:

- a. IP K. Wilks
 - i. BMCC needs to figure out moving from emergency response to higher level of excellence – need to provide professional development to faculty. CUNY and BMCC will undertake this. Faculty will get paid to participate.
 - ii. Mental health is an issue – will have zoom events for students, faculty and staff to help with this.
 - iii. Financial support – various funds in place.
 - iv. Budget is problematic. There are claw back provisions in the budget.
 - v. Preparing for State of the College address – will be live streamed May 5th, 1-2pm
 - vi. Food pantry running Tuesdays/ Fridays 1-3pm. No limits, everyone welcome.
 - vii. Adjunct reappointments – Chairs/ P&B committees working on this, looking at reappointment etc.

VI. OLD BUSINESS

VII. ADJOURNMENT: 5:45pm