

**THE BOROUGH OF MANHATTAN COMMUNITY COLLEGE**  
**ACADEMIC SENATE INSTRUCTION COMMITTEE**  
**2/3/2016 meeting minutes**

**In attendance:** Brown, Chen, Danila, Mata, Noimann, Salam, Yanagisawa.

**Absent:** Fitzgerald.

**Meeting called to order at 2:30 PM**

1) Minutes of the previous meeting approved.

2) Prof. Yanagisawa: Regarding the distance learning survey, we decided to look only at faculty who do not teach online courses (have not gone through training). Prof. Mata will propose the survey questions. She will submit them ahead of the next meeting.

3) New topic: student evaluations bias.

It seems like too much emphasis is placed by the Administration on student evaluations. They feel more like a popularity contest than an objective assessment of the instructor's teaching aptitudes. They do bring valuable information but there is too much emphasis on them.

There should be a recognition of the gender and race bias present in the evaluations. There is also bias due to foreign accent.

Despite being repeatedly explained this is not the case, many students seem to believe that faculty see the evaluations right away.

A situation where student evaluations might prove useful is with adjuncts who give a nice lecture when they know they are observed but do a poor job at all other times.

Because the rate of participation is so low, we should pass a resolution calling the results of the evaluations questionable and deeply biased.

The issue of student evaluation bias is tabled until next meeting.

4) We had a significant increase in the number of items, especially publications, required for tenure and promotion but not enough reassignment time is given to faculty. The lack of time is an even bigger problem for tenured faculty.

5) Discussion about Early Alert: Students were seldom contacted or offered any services. The College seems not to have the staff to do this.

6) The Student Conduct Officer (Rocco Capello) has left and nobody replies to his email address even though it was left active. Many faculty, especially adjuncts, are still trying to contact him at that address.

He was not effective enough anyway. In more than one instance, he allowed students considered dangerous by faculty to go back to class.

It is very important that dishonest students are punished right away. At this stage, the prevailing opinion among faculty is that there is no good process in place. The college needs a much more effective process and person.

We should make a recommendation that the position is filled ASAP and, moreover, that his replacement must be a more effective person.

Resolution to make the above recommendation passed.

7) Prof. Mata: Too many non-major students are placed in major classes. They are set up for failure this way. For faculty who encounter such cases, her recommendation is to send the students right away to Academic Affairs so they will not have problems with financial aid.

Major courses should be blocked for non-major students.

**Meeting adjourned at 3:40 PM**