Present: Dr. Lorena Ellis (Chair), Dr. Frank Cotty, Dr. Phil Pecorino, Dr. Nora Tully, Prof. Kathleen Villani, Dr. Richard Yuster, Mr. Rafick Khan, student representative, Dr. Richard Yuster, Mr. Rafick Khan, student representative, Dr. Arthur Corradetti (ex-officio), Margot Edlin, liaison from the Steering Committee

1. The minutes of the September 21, 2004 meeting were approved with the addition to item # 3. Dr. Ellis will send a memo to Dr. Lieberman detailing the Committees request for specific information from the Physics Department concerning the proposed changes/revisions.

2. The Chair’s Report was received. The chair of the WID/WAC Committee, Dr. Peter Grey responded to the Committees invitation. However he suggested that meeting with the committee would be premature as substantial WID/WAC issues were to be discussed with the OAA and the chairs on Oct.5.

3. The Committee discussed the proposed upper level Chinese language course LC 214 suggested by the Foreign Languages Department. Dr. Ellis will contact the department and request additional information about the course-its place in a Chinese language curriculum, transferability, and similar offerings within CUNY.

4. The agenda for the Literacy Information meeting was discussed and how to best meet the students literacy information needs. A meeting on Oct. 19 was planned and the attendees would include representatives from the Library. Their pilot course LB101 Fundamentals of Information Literacy is operational this semester. Also representatives from the Basic Skills and English departments as well as Dion Pincus from ISS, and Dr. Michael Roggow from CUE will be invited. The list will be finalized and invitations distributed by Dr. Ellis.

5. Dr. Pecorino discussed the PowerPoint presentation which was developed for the purpose of providing an outline for any faculty interested in suggesting a new course, submitting a proposal for revision of an existing course etc. It was decided that the QCC Curriculum committee will prepare a power point presentation to be circulated among the faculty members to facilitate the preparation of submissions. This information is in the Curriculum Committee Guide. The Committee suggested that a copy be available in each Department office.
6. Dr. Ellis reported the concern expressed by faculty that two of the Curriculum Committee members also served on the Steering Committee, specifically citing a potential “conflict of interest”. The Committee members do not perceive a problem, and value the expertise of these individuals on curriculum issues, protocols and procedures. A vote of confidence was given to our colleagues.

7. The Committee’s next meeting is scheduled for Oct. 19 at 2PM in A-504 or A-502D. Venue may need to be changed due to the number of proposed attendees.

Respectfully submitted,

Nora M. Tully
Secretary of the Curriculum Committee