Present: Dr. Frank Cotty (chair); Dr. Richard Yuster, Dr. S. Karimi, Dr. Anthony Kolios, Dr. Arthur Corradetti (ex-officio), Dr. Rosemary Iconis, Dr. Nora Tully, Dr. Emily Tai (secretary).

1. Dr. Frank Cotty was absent for the first hour of the meeting, due to a scheduling conflict. Dr. Tai presided over the initial portion of the meeting.

2. The minutes of the November 7, 2006 meeting were accepted and approved with one amendment, indicated by Dr. Corradetti, that Queensborough’s Museum Studies program should be referred to as “proposed,” rather than “approved.”

3. Members of the committee welcomed Dr. James Valentino to discuss the course revision proposal for Mechanical Engineering Technology 368. In the discussion that followed, committee members expressed several reservations about the syllabus for the course as presented. It was suggested that the text designated for the revised course curriculum, *Microsoft Office 2000 Basic Concepts and Techniques*, was not a current one. Curriculum Committee members also indicated that students might be better served by tutelage in “C++” rather than Visual Basic. After lengthy consideration, members of the committee advanced two recommendations:

   - Faculty in the department of Mechanical Engineering Technology and Design Drafting should revise the current syllabus proposal to reflect more recent innovations in computer programming;
   - Members of the department should also work closely with the Office of Academic Affairs to determine whether the current curriculum of MT 368 is consistent with the plan of the course as given on page 176 of Queensborough’s current course bulletin.

4. The Curriculum Committee continued its review of Dr. Santoro’s proposal to revise placement procedures for the Department of Foreign Language and the description of these procedures in Queensborough’s Course Catalog. Dr. Santoro will be asked to combine the language from his initial proposal with the proposal submitted to the committee on November 17, 2006, to clarify for students that
they may well be expected to complete a placement examination *in addition* to an on-line questionnaire. Dr. Santoro will also be asked to furnish a copy of the revised questionnaire for the committee’s review.

5. The meeting was adjourned at 3.50 P.M.

Respectfully submitted,

Emily S. Tai
Secretary of the Curriculum Committee