Present: Dr. Aranzazu Borrachero (Chair), Dr. Anthony Kolios; Dr. Richard Yuster; Dr. Susan Jacobowitz; Dr. David Klarberg; Dr. Emily Tai (Steering Committee Designee); Dr. A. Corradetti (Ex-Officio);

Absent and Excused: Dr. Lana Zinger; Dr. Moni Chauhan; E.Shinn Hong(Student Representative; Cartier Alonzo (Student representative)

1. The meeting was called to order at 2.10 P.M. in H-345.

2. Because Dr. Moni Chauhan was not able to be present at the meeting, the minutes of the meeting of October 8, 2013 could not be approved. Dr. Borrachero delegated secretarial responsibility to Dr. Tai.

2) Department of Academic Literacy

Prior to the arrival of the chair of the Academic Literacy Department, Dr. Borrachero shared the substance of a background conversation she had had with Dr. Regina Rochford concerning the modification of Basic Educational Skills 112, 204, 205, 226, and 122, which had been submitted for the committee’s review at the meeting of October 8, 2013. Modifications of these courses were being driven by concerns that a significant fraction of students, many of them ESL students, were enrolling in these courses multiple times, and then failing to pass the necessary exit exams. In consequence, the Department of Academic Literacy was developing another approach, that would focus upon an “immersion” approach, in which instruction and tutoring were combined.

Members of the committee were then joined by Dr. Regina Rochford and Dr. Jed Shahar, who summarized the rationale for several of the course revisions submitted to the Committee for BE 204, 205, 112, 225, and 226. The new approach being taken by the department would involve a variety of strategies, including (a) limiting the number of times certain courses could be repeated before participation an immersion course would be mandatory; (b) the combination of teaching and tutoring; and (c) the integration of high-impact practices that would enable students to more fully apply reading and writing skills, as, for example, service-learning projects which Dr.
Rochford indicated had been extremely successful with student cohorts. The committee also discussed a number of stylistic changes that were recommended for the course proposal Dr. Rochford had submitted, and additional parameters of course design.

Dr. Rochford and Dr. Shahar were thanked for their thorough presentation and their time, and left the meeting at approximately 3.30 P.M.

2. Department of Health, Physical Education and Dance

The revised Course Title for PE-545: Sport Walking (approved by department on October 3, 2013), was unanimously approved.

3. Department of Visual and Performing Arts

New course: TH-335-- Costume Construction (approved by department on October 3, 2013). This course, as an experimental course, did not require the committee’s immediate approval. Members of the Committee noted Chair McGill’s persuasive rationale, but required further clarification regarding the course’s assessment standard.

4. Department of Biological Sciences and Geology

New Course: BIO-132-- Foundations of Biology: Laboratory experience (approved by department on October 2, 2013). It was indicated that this course would be a co-requisite with three-credit science courses that would not meet the college’s STEM laboratory experience requirement. After some discussion, BI 132 was unanimously approved.

The meeting was adjourned at 4 P.M.

Respectfully submitted,

Emily S. Tai

Steering Committee Designee