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**COMMUNITY COLLEGE OF PHILADELPHIA**

ACADEMIC AFFAIRS STANDING SUB-COMMITTEE ON CURRICULUM

Meeting Minutes

Thursday, February 21, 2008

3:30 PM, Conference Room M2-34

**Presiding:** Dr. S. Thompson, Administrative Delegate

<b>Present:</b>	<u>Administrative Delegates</u>	<u>Faculty Delegates</u>	<u>Student Representatives</u>
	M.A. Celenza	K. Harter	M. Fleming
	E. Freeny	L. Fellag	C. Jiles
	P. Watkins	R. McAndrew	M. Thomas
		D. Prejsnar (alternate)	K. Truong
		D. Rossi (alternate)	A. Walker
		C. Stein (alternate)	

Guest: P. Behrens

**Agenda Items Discussed:**

1. Approval of January 28, 2008 minutes. R. McAndrew indicated that throughout the minutes, an “s” had been added to the end of her last name. On page 1, paragraph 4, R. McAndrew felt that the wording used in regards to the HIT Program did not capture the response to her question. S. Thompson suggested that the language could be clarified to indicate that the HIT Program courses were housed in the Department of Allied Health but the HIT Program was being phased out. R. McAndrew asked that the language on page 2, under Other Business be changed to reflect that the Committee members would be asked whether or not they had any business to bring to the Committee and if there were no agenda items the meeting would be cancelled, rather than the current wording stated in the minutes. R. McAndrew made a motion to accept the minutes as amended; E. Freeny seconded the motion to approve the minutes as amended. The Committee unanimously approved and accepted the minutes as amended.
2. Proposal to Revise the Liberal Arts – International Studies Option and the Consequent Creation of an International Studies Curriculum. D. Prejsnar provided a historical background of the Liberal Studies – International Studies Option. He identified two issues which have become problematic for students in recent years: the language requirement and required core courses not “fitting” as well with transfer institutions’ requirements. C. DiCapua explained that the proposal provides students with a good balance of courses that are cohesive yet flexible. He stated that the attempt of the revision was to serve the diverse needs of the students, to be more flexible and to better satisfy transfer institutions’ requirements.

C. DiCapua further elaborated on the proposed changes in the document. The curriculum proposes to eliminate the “concentration electives” and allow students to select courses from the guided electives - Humanities Electives, Social Science Electives, Humanities

47 Electives with an International Emphasis, Social Science Electives with an International  
48 Emphasis, and Advanced Social Science Electives. This change will allow students to  
49 tailor their course choices to their career goals and interests in addition to allowing for  
50 greater ease in meeting transfer requirements.

51  
52 The revision also eliminated the requirement that students take World History and World  
53 Regional Geography. The rationale for this change was to provide students more  
54 flexibility in course options although they would be advised to take world history or  
55 geography courses.

56  
57 The other proposed change was to the requirement of one year of foreign language at the  
58 intermediate level. This was changed to one year of a foreign language at the elementary  
59 level or above and to add the option of an additional year of foreign language at the  
60 intermediate level, and additional year of a second foreign language, or two Social  
61 Science or Humanities Electives with International Emphasis.

62  
63 C. Stein questioned the elimination of the world history requirement for students in an  
64 International Studies curriculum. D. Prejsnar explained that many other faculty from  
65 other disciplines (e.g., English, Anthropology) would argue that there should be more  
66 courses represented from their content specialty. D. Prejsnar emphasized that it is only a  
67 two year degree program and there were only so many courses that could be required.

68  
69 M. Thomas stated that with all the options available, it makes it difficult for students to  
70 know which courses they should enroll in. D. Prejsnar explained that the faculty are  
71 working on ways to help students find appropriate advisors through Banner. He also  
72 stated that faculty are trying to meet with students early in their college experience to  
73 discuss transfer options.

74  
75 A. Walker expressed support in favor of the options being presented to students. She  
76 explained that transfer schools vary in what they want the students to have so by keeping  
77 the curriculum flexible, the program would better serve the needs of the students.

78  
79 K. Harter noted a typographical error on page 5, paragraph 6, line 4, in which the word  
80 after Curriculum should be without, not with. She also questioned course #8 on page 9, as  
81 being listed as Aesthetic Understanding/Oral/Creative Expression. S. Thompson  
82 explained that this was not the same as a Humanities course and it was indeed listed  
83 under this heading in the College catalog. K. Harter also inquired as to whether or not the  
84 Advanced Social Science courses should be listed as 200 level courses. It was explained  
85 that the courses were correctly identified as Advanced and that they did not always fit the  
86 definition for 200 level courses.

87  
88 L. Fellag asked about the elimination of the two year foreign language requirement. C.  
89 Di Capua explained that it depends on the student's major and the transfer institution's  
90 requirements. He also stated that students are often taking upper level language courses at  
91 the transfer institution.

92

93 L. Fellag inquired about the Advanced Social Science courses being limited but C.  
94 DiCapua explained that those courses were selected because they offer the academic rigor  
95 the students should experience as part of the curriculum. D. Prejsnar also explained that a  
96 few of the courses are offered online for greater flexibility to the students.  
97

98 M. Fleming commented that he felt students should be required to take a world history  
99 course because most institutions should accept it for transfer. It was explained that the  
100 world history course is a humanities elective and could be taken to fulfill that  
101 requirement. D. Prejsnar further elaborated on the value of many other courses that could  
102 be viewed equally as valuable as world history.  
103

104 E. Freeny asked if American Sign Language would still meet the foreign language  
105 requirement. D. Prejsnar affirmed that these courses would meet the requirement and they  
106 would be recommended to students if they had a special interest in this area.  
107

108 M. Thomas questioned why Math 118 is the lowest level of math required. M.Celenza  
109 explained that some of the career programs have so many course credits in the curriculum  
110 that it makes it difficult to additional higher level mathematic courses for the programs.

111 M. Thomas stated that he felt that Math 118 was too low for transfer and that students  
112 should be required to take a higher level mathematics course. A. Walker stated that she  
113 feels Math 118 as the minimum requirement is acceptable because she does not feel  
114 students should be held back at the College, just to complete additional math courses.  
115

116 L. Fellag made a motion to approve the International Studies Curriculum including the  
117 recommendations made by the committee. D. Rossi seconded the motion. Motion passed  
118 unanimously.  
119

- 120  
121 3. Facility Management Program Revision. P. Behrens introduced the Facility Management  
122 Program revision explaining that the program officially started this year. This revision  
123 came about, in part, to address problems that inadvertently occurred because of the  
124 College's software system, Banner, and how it distinguishes course options versus  
125 concentrations. As a result of this problem, two options were created – students who  
126 complete the design option will earn a degree entitled Facility Management – Design  
127 Option and those who complete the construction option will earn a degree entitled  
128 Facility Management – Construction Option.  
129

130 The proposed changes do not affect the Facility Management Program itself but rather  
131 change the catalog language to ensure students' meet graduation requirements as each  
132 option will be assigned an individual program code in Banner.  
133

134 In addition to this change, Lead 104 is required for both options and will now be  
135 designated as a core course. ADC 136 – Building Codes is being added as an elective in  
136 the Construction Option. ADC 259 – Design Studio IV is being deleted from the directed  
137 electives in the Design Option. ADC 209 – Design Studio III and ADC 160 Architectural  
138 Presentation are both being offered as directed electives. Finally, the current options

139 require students to take two humanities electives which exceeds the College's general  
140 education requirements; therefore, only one humanities elective will be required for each  
141 option. The total number of credits for both options will be reduced to 62.

142  
143 L. Fellag suggested a grammatical correction on page 1, paragraph 1, line 7; there should  
144 be a period after the word faculty. A new sentence should follow beginning with "It". She  
145 also noted that in one place in the document, ADC 163 – is identified as Digital  
146 Documentation in Architecture and Construction and under the Construction Option's  
147 catalog page, ADC 163 is listed as CAD Building Documentation. P. Behrens stated that  
148 the course should be titled Digital Documentation in Architecture and Construction.

149  
150 R. McAndrew made a motion to approve the Facility Management Program Revision  
151 with modifications recommended by the committee. L. Fellag seconded the motion. The  
152 motion passed unanimously.

153  
154 The meeting was adjourned at approximately 4:40 PM.