O’MALLEY SCHOOL OF BUSINESS, MANHATTAN COLLEGE

CURRICULUM COMMITTEE

September 5, 2018

The meeting was convened in the Smiddy Conference Room at 12:05 PM

Members Present: Ahmed Goma; Hany Guirguis; Musa Jafa; Yassir Samra (Chair); Chia-Jane Wang; Fengyun Wu; Mary Michel; Hyeon Park; Donald Gibson (ex-officio).

Absent: None

1. The agenda of the meeting was adopted.
2. The minutes of the March 28, 2018 meeting were approved unanimously with minor revisions (spelling of NYSED, clarification of courses in Environmental Economics concentration). The motion to approve was made by Dr. Goma, and seconded by Dr. Park.
3. Resolving absentee voting concerns:

 First, Dr. Samra clarified his understanding Robert’s Rules of order. After discussion of several possibilities, Dr. Michel made a motion, Dr. Jafar seconded it and the committee unanimously approved the following clarifications to the by-laws:

* If the committee has a quorum (2/3 of committee), the abstention votes do not count. However, for this committee, a majority of the quorum must vote yes or no for the motion to pass or fail.
* If the committee has a quorum, and there is a tie, absent members will be asked to vote. If the absent members abstain, the issue will be tabled until the next meeting.
1. Dean Gibson came into the meeting at 12:25 PM to introduce himself. He clarified our questions about planned meeting O’Malley School of Business Curriculum Committee (OMSBCC) meeting with our AACSB accreditation team at 10:15 AM on Monday, October 1. He commended the committee’s plans to emphasize our work to coordinate our committee with the O’Malley School of Business Assurance of Learning committee, the O’Malley School of Business academic departments and the College Wide Curriculum Committee (CWCC). Departments have proposed individual courses to the OMSBCC after consultation with advisors in practice, professional exam topics, benchmarking with peers and consideration on student needs. Departments also coordinate revisions to the majors and concentration, presenting as necessary to OMSBCC, the O’Malley School of Business and the CWCC.
2. Selection of chair for 2018/2019: Dr. Goma nominated Dr. Samra to continue his successful leadership of this committee. Dr. Guirguis seconded the nomination. The committee enthusiastically and unanimously approved the motion.
3. New business:
	* A new member from the marketing department will be able to join our next meeting.
	* Dr. Michel volunteered to ask the Dean’s Office whether committee members should cancel any portion of their classes that coincides with the committee’s AACSB meeting (Monday, October 1 at 10:15 am)
	* The chair will try to set up a meeting of the committee before our meeting with the AACSB accreditation team.

The meeting adjourned at 1:00 PM.

Respectfully submitted by Mary Michel