**Manhattan College**

College Curriculum Committee (CCC)

Minutes of October 18, 2016 Meeting (DRAFT)

Chancellor Room, Memorial Hall

**MEMBERS PRESENT:**

**Business**: Fiona Maclaclan; Yassir Samra

**Education**: Corine Fitzpatrick; Tedd Keating

**Engineering**: Goli Nossoni; John Leylegian

**Liberal Arts**: Jennifer Edwards (chair)

**Science**: Edward Brown,

**CFA:** Carol Hurwitz

**Guest:** Yelda Hangun-Balkir; Constantine Theodosiou

**Excused**: Kimberly Fairchild, Jianwei Fan

The meeting was called to order at 3:40 PM in the Chancellor Room, Memorial Hall.

1. The agenda for the meeting was unanimously approved.
2. The minutes from the September 20, 2016 meeting were unanimously approved.
3. Guests presented the proposed *Environmental Science* minor.
	1. The proposed courses for the Environmental Science minor are *CHEM 101* and *102, ENDS 101*, *ENDS 301*, and *CHEM 319* totaling 17 credits.
	2. Biology courses (General Biology or Ecology) will be strongly recommended but not required.
	3. A number of questions raised by the committee were answered by the guests.
		1. ***CCC***: Can engineering students replace these required courses with equivalent engineering courses?

***Guests***: No, there are no equivalent courses for the minor.

* + 1. ***CCC*:** Why not have General Chemistry I (*CHEM 101*) and General Biology I (*BIOL 111*) as the required courses instead of eliminating biology 100%?

***Guests***: General Chemistry II (*CHEM 102*) is a prerequisite for Organic Chemistry I (*CHEM 319*) which cannot be eliminated.

* + 1. ***CCC***: Explain the full-time faculty chart in page 5 of the application to the state?

***Guests***: The names in the chart are the potential teachers. There are many potential teachers and in each category only one potential teacher is named.

Guests left the meeting at 3:47 PM.

* 1. Open discussion.
		1. CCC members acknowledged that the School of Science did a great job to simplify and improve their proposal.
		2. There was a concern regarding Organic Chemistry I (*CHEM 319*) being a required course due to the difficulty of the course and because the minor may not have high enrollment (same as Environmental Engineering) in future due to this specific course as a requirement.
		3. It was pointed out that the application to the state needs some revisions.
		4. A motion was made and seconded to approve the proposal, conditional on the School of Science revising the whole package. The motion was unanimously approved.
1. Chair report.
	1. A drive folder containing the following documents has been created:
		1. Bylaws and other documents
		2. Draft of the meeting minutes and agendas
		3. EAC meeting minutes
2. Core competencies in 24 shared credits.
	1. There were some confusion and disagreements regarding mapping the 24 shared credits across the college to the College Wide Core Competencies (*CWCC*) and whether all the CWCC have to be mapped to the 24 shared credits only or if they can be mapped to other unshared credits/courses as well.
	2. The committee agreed that David Mahan should be invited to the next meeting to provide some clarity as this is a priority item since the Middle States Midterm Review is due in June 2017. The Chair agreed to invite David Mahan to the next meeting.
3. Other business
	1. Change the following items in the Bylaws and present for a vote:
		1. Reduce the quorum to eight with representation from all the schools
		2. Allow online and proxy voting.

The meeting was adjourned at 4:35 pm.

Respectfully submitted by: *Goli Nossoni*