

BERGEN COMMUNITY COLLEGE
Committee on General Education
MINUTES

Meeting of Tuesday, April 25, 2006
12:30-1:25 PM, Room C-314

Members present: Roanne Angiello, Amparo Coddling, Louis Crescitelli, George Cronk (Chair), Judi Davis, Peter Dlugos, Dorothy Giglietta, Jean Goldstein, Joshua Guttman, Compton Jenkins, Thomas Jewell, Anne Maganzini, Ron Mazurek, Rubil Morales-Vazquez, Andrew Tomko

1. Review minutes of meeting of February 28, 2006. Approved without objection (subject to some minor typographical revisions).
2. Chair's report.
 - Faculty Senate approval – on 3/21/06 – of new GE Diversity Course policy. Discussion: We will we need an evaluation form for proposed Diversity Courses, or we can incorporate a "diversity line" in our GE Course Evaluation forms. It was agreed that Diversity Course certifications and re-certifications will be postponed until the requisite form is ready. George Cronk will work on this and report back at a subsequent meeting.
 - Final version of and report on GE Assessment Report (plan) for 2006SP. Brief update and discussion.
 - Reminder: AVP Porter's proposal for a college-wide Master Course Syllabus.
 - More on GE transfer of online courses to Rutgers and Douglass Colleges? "Course structure must be based on in-classroom instruction with student in attendance on the college campus offering the course to be considered as eligible for transfer credit by Rutgers College." "Psychology courses must meet on campus, in classroom for at least four weeks to be granted transfer credit from the New Brunswick psychology dept."
 - Update on "chairpersonship" of the GE Committee. George Cronk will continue as Committee Chair for the 2006-2007 Academic Year.
3. Application for GE course certification: PSY-110 Psychology of Sexuality. Sponsor: Dr. Laura Ochoa. Following discussion, the Application was approved, 7-2-6.
4. Syllabus assessment – the Committee reviewed the syllabi for the following courses:
 - PHR101 Introduction to Philosophy
 - PHR102 Contemporary Moral Issues
 - PHR103 Basic Logic
 - PHR104 Topics in Philosophy
 - PHR106 Eastern Philosophy

Following a brief discussion, all five courses were recertified (without objection) for inclusion on the BCC list of GE courses.
5. Adjournment: 1:30 PM.

BERGEN COMMUNITY COLLEGE
Committee on General Education
AGENDA

Meeting of Thursday, June 8, 2006
2:15-3:15 PM, Room C-314

1. Review minutes of meeting of April 25, 2006 (attached – see preceding page).

2. Chair's report.
 - Diversity policy – in effect a/o 7/1/06 (will be on Gen Ed website by then)

 - Revised GE Course Evaluation Form – with p. 5 "Addendum on the Certification of 'Diversity Courses'" (sent to Committee on 4/28/06).

 - Online syllabus archive (a/o 5/21/06).

3. Today's main event: Master Course Syllabus Form.

4. Other matters – if there is time.

Jean Goldstein's proposed agenda item (4/27/06):

I would like the committee to have a discussion about the procedure we've been employing when we review proposals for courses to be included in general education. I would propose that once the committee has had the opportunity to question the presenting faculty member, the faculty member would leave the meeting, and not be there for our vote, and any discussion that we might have prior to voting.

5. Adjournment.

BERGEN COMMUNITY COLLEGE
Committee on General Education
MINUTES

Meeting of Thursday, June 8, 2006
2:15-3:15 PM, Room C-314

Members present: Roanne Angiello, Amparo Coddling, George Cronk (Chair), Dorothy Giglietta, Compton Jenkins, Thomas Jewell, AVP Gary Porter, Andrew Tomko

Visitors: William Madden, Joann Marzocco, Paula Williams

The meeting was suspended for lack of a quorum.

BERGEN COMMUNITY COLLEGE
Committee on General Education
AGENDA

Meeting of Tuesday, September 26, 2006
12:30-1:25 PM, Room C-314

1. Review minutes of meeting of April 25, 2006, and agenda and minutes of meeting of June 8, 2006 (attached – see preceding pages).
2. Chair's report.
 - Diversity policy – in effect a/o 7/1/06 (see Gen Ed website)
 - Revised GE Course Evaluation Form – with p. 5 "Addendum on the Certification of 'Diversity Courses'" (sent to Committee on 4/28/06).
 - Online syllabus archive (a/o 5/21/06).
3. Today's main event: Master Course Syllabus Form.
4. Other matters – if there is time.
 - Jean Goldstein's proposed agenda item (4/27/06):

"I would like the committee to have a discussion about the procedure we've been employing when we review proposals for courses to be included in general education. I would propose that once the committee has had the opportunity to question the presenting faculty member, the faculty member would leave the meeting, and not be there for our vote, and any discussion that we might have prior to voting."
 - Assessment-related items for 2006-2007 and 2007-2008
 - Continue (and continue to monitor) the Committee's GE course-and-syllabus assessment process (re: certification, re-certification, and de-certification of courses)
 - Initiate and carry out "Diversity Course" assessment on the basis of the new diversity course policy
 - Review and, if necessary, revise the GE Course Evaluation Form (e.g., add "Diversity Course" addendum, incorporation of a Core Competencies feature, language of some certification criteria [e.g., criterion 4], etc.)
 - Review and fine-tune the new Addendum on the Certification of "Diversity Courses"
 - Revision of BCC Graduate Follow-Up Questionnaire – to include questions on Core Competencies
 - Other?
5. Adjournment.

BERGEN COMMUNITY COLLEGE
Committee on General Education
MINUTES

Meeting of Tuesday, September 26, 2006
12:30-1:25 PM, Room C-314

Members present: Roanne Angiello, Andrew Baddish, Louis Crescitelli, George Cronk (Chair), Judi Davis, Dorothy Giglietta, Jean Goldstein, Joshua Guttman, Magali Jerez, Thomas Jewell, Francisco Marin (SGC), Ron Mazurek, Rubil Morales-Vazquez, Michael Orlando, AVP Gary Porter (ex officio), Lynn Schott, Andrew Tomko, Patricia Denholm (ex officio)

Visitors: Joann Marzocco

1. Minutes of meeting of April 25, 2006, and agenda and minutes of meeting of June 8, 2006 – approved without objection.

2. Chair's report.

- Diversity policy – in effect a/o 7/1/06 (see Gen Ed website)
- Revised GE Course Evaluation Form – with p. 5 "Addendum on the Certification of 'Diversity Courses'" (sent to Committee on 4/28/06).
- Online syllabus archive (a/o 5/21/06) – URL available to Committee members.

3. George Cronk announced the following "other matters" for consideration at the next meeting of the Committee (or for other future meetings):

- Jean Goldstein's proposed agenda item (4/27/06):

"I would like the committee to have a discussion about the procedure we've been employing when we review proposals for courses to be included in general education. I would propose that once the committee has had the opportunity to question the presenting faculty member, the faculty member would leave the meeting, and not be there for our vote, and any discussion that we might have prior to voting."

- Assessment-related items for 2006-2007 and 2007-2008
 - Continue (and continue to monitor) the Committee's GE course-and-syllabus assessment process (re: certification, re-certification, and de-certification of courses)
 - Initiate and carry out "Diversity Course" assessment on the basis of the new diversity course policy
 - Review and, if necessary, revise the GE Course Evaluation Form (e.g., add "Diversity Course" addendum, incorporation of a Core Competencies feature, language of some certification criteria [e.g., criterion 4], etc.)

[continued on next page]

- Review and fine-tune the new Addendum on the Certification of "Diversity Courses"
- Revision of BCC Graduate Follow-Up Questionnaire – to include questions on Core Competencies
- Other?

4. Discussion of Master Course Syllabus Form proposed by AVP Porter.

A Master Course Syllabus has been proposed for college-wide (not just General Education) use by AVP Porter and the Curriculum Committee Subcommittee on Learning Outcomes. Dr. Porter and the subcommittee requested an endorsement of the Master Syllabus by the GE Committee before sending the proposal on to the Faculty Senate.

After lengthy discussion, the Committee approved the following resolution:

"The General Education Committee endorses the concept of a Master Syllabus form, with the proviso that such a syllabus form be designed to serve as a single document that can be used by the Senate, the Curriculum Committee, the General Education Committee, the Vice President's Office, and academic departments as a model for departmental and classroom syllabi. It is presumed that, with some revision, the current General Education Committee syllabus format would serve as the basis for such a master document."

Vote: 12-0-1

5. Adjournment: 1:30 PM

BERGEN COMMUNITY COLLEGE
Committee on General Education
AGENDA

Meeting of Tuesday, October 24, 2006
12:30-1:25 PM, Room C-314

1. Review minutes of meeting of September 26, 2006 (see preceding pages).
2. Chair's report.
3. Jean Goldstein's proposed agenda item (4/27/06): "I would like the committee to have a discussion about the procedure we've been employing when we review proposals for courses to be included in general education. I would propose that once the committee has had the opportunity to question the presenting faculty member, the faculty member would leave the meeting, and not be there for our vote, and any discussion that we might have prior to voting."
4. Diversity policy: See the updated version of our "GE Course Evaluation Form - Short Form (w/o Objectives) – with draft Addendum on Diversity Course Certification." Question re: the Diversity Addendum: How many of the nine factors listed in item 6 must a course include in order to "pass muster" under item 6?

Any other adjustments needed for the new diversity policy?

5. On the same form, course criterion 3.4., p. 2, top: "The course covers one or more of the traditional subjects typically required of educated persons that form the shared intellectual heritage of our diverse culture." Is the word "traditional" problematic? We have had some trouble with it in our previous work (e.g., with PSY-110 Psychology of Sexuality). Does this criterion need revision? How about other criteria in our policy?
6. The place/role of BCC's Core Competencies in the GE assessment system?
7. GE Committee assessment plan (assessment goals and actions) for the next two-year period (including this semester).
 - Continue (and continue to monitor) the Committee's GE course-and-syllabus assessment process (re: certification, re-certification, and de-certification of courses)
 - Initiate and carry out "Diversity Course" assessment on the basis of the new diversity course policy
 - Review and, if necessary, revise the GE Course Evaluation Form (e.g., add "Diversity Course" addendum, incorporation of a Core Competencies feature, language of some certification criteria [e.g., criterion 4], etc.)
 - Review and fine-tune the new Addendum on the Certification of "Diversity Courses"
 - Revision of BCC Graduate Follow-Up Questionnaire – to include questions on Core Competencies
 - Other?

8. Syllabus assessment – Wellness and Exercise Science courses

WEX101 Dynamics of Health & Fitness
WEX201 DHF-EXP-Aerobic Dance
WEX202 DHF-EXP-Body Conditioning
WEX204 DHF-EXP-Keep Young, Fit and Alive
WEX205 DHF-EXP-Swimming for Conditioning
WEX206 DHF-EXP-Weight Training
WEX208 DHF-EXP-40+Fitness

As usual, the questions for each syllabus are as follows:

(1) Does the syllabus comply with the GE syllabus guidelines and format adopted by the Faculty Senate on 3/11/03 (see www.bergen.edu/GEsyllabus1.pdf and/or www.bergen.edu/GEsyllabus2.pdf)?

(2) Does the syllabus meet the GE course certification standards approved by the Faculty Senate on 12/14/04 (see www.bergen.edu/GENED/GEcourse_standards_5.pdf)? (Re: long or short version of our GE Course Evaluation Form)

9. Other matters?

10. Adjournment.

BERGEN COMMUNITY COLLEGE
Committee on General Education
MINUTES

Meeting of Tuesday, October 24, 2006
12:30-1:25 PM, Room C-314

Members present: Roanne Angiello, Andrew Baddish, Louis Crescitelli, George Cronk (Chair), Judi Davis, Dorothy Giglietta, Joshua Guttman, Magali Jerez, Anne Maganzini, Francisco Marin (SGC), Rubil Morales-Vazquez, Lynn Schott, Andrew Tomko

1. Minutes of meeting of September 26, 2006 – approved unanimously (with minor typographical corrections).

2. Chair's report.
 - New Members for 2006-2007: Magali Jerez, World Languages & Cultures (replacing Amparo Coddling); Francisco, President, SGC.

 - Syllabi reviewed in 2005-2006 that were not approved or were approved conditionally and that must be resubmitted to the Committee:
 - ART101 Introduction to Art and Visual Culture (conditionally approved; to be re-submitted)
 - ART102 History of Art and Visual Culture to 1400 (conditionally approved; to be re-submitted)
 - ART103 History of Art and Visual Culture, 1400 to 1900 (conditionally approved; to be re-submitted)
 - MUS101 Music Appreciation (sent back to department; to be re-submitted)
 - MUS107 Music History I (sent back to department; to be re-submitted)
 - MUS108 Music History II (sent back to department; to be re-submitted)
 - MUS110 Music, Art, and Drama (sent back to department; to be re-submitted)

3. Jean Goldstein's proposed agenda item (4/27/06): "I would like the committee to have a discussion about the procedure we've been employing when we review proposals for courses to be included in general education. I would propose that once the committee has had the opportunity to question the presenting faculty member, the faculty member would leave the meeting, and not be there for our vote, and any discussion that we might have prior to voting."

This proposal – together with the stipulation that the presenting faculty member in any given case should not be a member of the GE Committee but rather some other member of the proposing department or discipline – was approved by the Committee by a vote of 13-0-0.

4. Discussion of the new Diversity Course policy: How many of the nine factors listed in item 6 in the Addendum on Diversity Course Certification that is now part of the Committee's GE Course Evaluation Forms must a course include in order to "pass muster" under said item 6?

Following discussion, it was agreed by consensus that item 6 be revised to permit each Committee member to make a simple "yes" or "no" judgment on that item. Item 6 will now appear in the Diversity Addendum as follows:

6. Does the course promote a more reasoned understanding of Differences and similarities in our pluralistic society, with regard to such factors as the following? Yes____ No____
 - a. Culture
 - b. Ethnicity
 - c. Race
 - d. Class
 - e. Gender
 - f. Religion
 - g. Age
 - h. Sexual Orientation
 - i. Disability

5. On the Committee's GE Course Evaluation Forms, course criterion 3.4., p. 2, top, reads as follows: "The course covers one or more of the traditional subjects typically required of educated persons that form the shared intellectual heritage of our diverse culture." Is the word "traditional" problematic? We have had some trouble with it in our previous work (e.g., with PSY-110 Psychology of Sexuality). Does this criterion need revision?

Following discussion, the Committee voted to delete the word "traditional" from the course criterion quoted above: 10-1-2

6. Question concerning the place/role of BCC's Core Competencies in the GE assessment system:

Judi Davis suggested that the Committee adopt the following statement as part of its syllabus-evaluation policy and process: "The learning objectives contained in the course syllabus indicate that the course addresses one or more of the BCC Core Competencies."

The Committee will consider this suggested revision at its next meeting.

7. Adjournment: 1:30 PM

BERGEN COMMUNITY COLLEGE
Committee on General Education
AGENDA

Meeting of Tuesday, November 28, 2006
12:30-1:25 PM, Room C-314

1. Review minutes of meeting of October 24, 2006 (see preceding pages).
 2. Chair's report.
 3. Syllabus assessment:
 - a. LAN262 Intermediate Japanese II – Departmental Sponsor: Dr. Sadako Urabe
 - b. THR101 Introduction to Theatre – resubmission
 - c. Wellness and Exercise Science courses:
 - WEX101 Dynamics of Health & Fitness
 - WEX201 DHF-EXP-Aerobic Dance
 - WEX202 DHF-EXP-Body Conditioning
 - WEX204 DHF-EXP-Keep Young, Fit and Alive
 - WEX205 DHF-EXP-Swimming for Conditioning
 - WEX206 DHF-EXP-Weight Training
 - WEX208 DHF-EXP-40+Fitness
- As usual, the questions for each syllabus are as follows:
- (1) Does the syllabus comply with the GE syllabus guidelines and format adopted by the Faculty Senate on 3/11/03 (see www.bergen.edu/GEsyllabus1.pdf and/or www.bergen.edu/GEsyllabus2.pdf)?
 - (2) Does the syllabus meet the GE course certification standards approved by the Faculty Senate on 12/14/04 (see www.bergen.edu/GENED/GEcourse_standards_6.pdf)? (Re: long or short version of our GE Course Evaluation Form)
4. Other matters?
 5. Adjournment.

BERGEN COMMUNITY COLLEGE
Committee on General Education
MINUTES

Meeting of Tuesday, November 28, 2006
12:30-1:25 PM, Room C-314

Members present: Andrew Baddish, Louis Crescitelli, George Cronk (Chair), Judi Davis, Dorothy Giglietta, Jean Goldstein, Joshua Guttman, Compton Jenkins, Magali Jerez, Anne Maganzini, Ron Mazurek, Rubil Morales-Vazquez, Michael Orlando, Lynn Schott, Andrew Tomko

Guest: Dr. Sadako Urabe (World Languages and Cultures)

1. Review minutes of meeting of October 24, 2006. Approved without objection.

2. Chair's report.

George Cronk stated that it has been BCC policy since the early 1980s to prohibit programs from prescribing specific courses for students in lieu of GE electives (e.g., prescribing SOC101 Sociology in lieu of a Social Science Elective, or CHM140/141 General Chemistry I [and Lab] in lieu of a Natural Sciences Elective, etc.). Over the years since the '80s, many program proponents have questioned and objected to this policy (usually on the ground that the prescriptions are necessary to the integrity of the program). There have been some exceptions to the said policy for programs subject to specific licensing and accreditation requirements by external agencies.

Cronk suggested that the Committee return to this issue in a future meeting and address the question, "Should departments, disciplines, and programs be permitted to prescribe specific courses for students in lieu of GE electives?"

3. The Committee adopted by consensus the following statement concerning the place/role of BCC's Core Competencies in the GE assessment system, which statement is now part of the Committee's syllabus-evaluation policy and process: "The learning objectives contained in the course syllabus indicate that the course addresses one or more of the BCC Core Competencies."

4. Syllabus assessment:

a. LAN262 Intermediate Japanese II – Departmental Sponsor: Dr. Sadako Urabe.

Following discussion, the syllabus was approved and the course certified by Committee by a vote of 10-1-0.

During the discussion, there seemed to be general agreement that this course could also qualify as a "Diversity Course" pursuant to the Committee's current diversity course policy. George Cronk pointed out that, under the Statewide Articulation Agreement approved statewide and at BCC in the later 1990s, Foreign Language courses were excluded from qualifying as diversity courses. Cronk undertook to research this matter to determine whether such exclusion is still a necessary part of the statewide agreement.

b. THR101 Introduction to Theatre – resubmission

Following discussion, the syllabus was approved and the course re-certified by Committee by a vote of 12-0-0.

c. Wellness and Exercise Science courses:

WEX101 Dynamics of Health & Fitness
WEX201 DHF-EXP-Aerobic Dance
WEX202 DHF-EXP-Body Conditioning
WEX204 DHF-EXP-Keep Young, Fit and Alive
WEX205 DHF-EXP-Swimming for Conditioning
WEX206 DHF-EXP-Weight Training
WEX208 DHF-EXP-40+Fitness

George Cronk reported that most WEX courses do not transfer as GE courses to the four-years colleges and universities that are BCC's transfer-targets. However, he also pointed out that the transfer problems with WEX courses were well understood by the Committee and by the Faculty Senate when the GE reform of 1982-1984 was approved. Health & Physical Educations requirements were retained in the GE program mainly on the "sound mind in a sound body" principle.

Cronk also noted that the present syllabus-evaluation work of the Committee does not include consideration of the college's GE requirements, which have been in place now for many years. Our current task is confined to making sure that GE course departmental syllabi are properly constructed in accordance with our current guidelines.

Following discussion of the WEX syllabi, the syllabi were approved and the courses re-certified by Committee by a vote of 12-0-0. It was understood that the WEX Department would correct some of the syllabus headings and course descriptions to make them consistent with our syllabus guidelines and with the BCC Catalog.

6. Adjournment: 1:20 PM

BERGEN COMMUNITY COLLEGE
Committee on General Education
AGENDA

Meeting of Tuesday, December 19, 2006
12:30-1:25 PM, Room C-314

1. Review minutes of meeting of November 28, 2006 (see preceding pages).

2. Chair's report.

- Foreign Language courses as "Diversity Courses."
- Update on WEX-101, WEX-202, and WEX-205 syllabi. See www.bergen.edu/gened/GEsyllabi.asp
- Discussion of (and perhaps action on) the following issue (introduced at our 11/28/06 meeting):

It has been BCC policy since the early 1980s to prohibit programs from prescribing specific courses for students in lieu of GE electives (e.g., prescribing SOC101 Sociology in lieu of a Social Science Elective, or CHM140/141 General Chemistry I [and Lab] in lieu of a Natural Sciences Elective, etc.). Over the years since the '80s, many program proponents have questioned and objected to this policy (usually on the ground that the prescriptions are necessary to the integrity of the program). There have been some exceptions to the said policy for programs subject to specific licensing and accreditation requirements by external agencies.

Question: Should departments, disciplines, and programs be permitted to prescribe specific courses for students in lieu of GE electives? If so, should there be any restrictions on such permission (e.g., that the program proponent[s] demonstrate that such prescriptions are really necessary as opposed to merely preferred)?

3. Syllabus assessment:

POL101 American Government
POL102 International Relations
POL103 Modern Political Ideologies
POL104 State and Local Govt.
POL107 Introduction to Politics

CHM140 General Chemistry I
CHM141 General Chemistry I-Lab
CHM240 General Chemistry II
CHM241 General Chemistry II-Lab

BIOLOGY
BIO101 General Biology I
BIO103 The Human Body
BIO131 General Botany
BIO203 General Biology II

As usual, the questions for each syllabus are as follows:

(1) Does the syllabus comply with the GE syllabus guidelines and format adopted by the Faculty Senate on 3/11/03 (see www.bergen.edu/GEsyllabus1.pdf and/or www.bergen.edu/GEsyllabus2.pdf)?

(2) Does the syllabus meet the GE course certification standards approved by the Faculty Senate on 12/14/04 (see www.bergen.edu/GENED/GEcourse_standards_6.pdf)? (Re: long or short version of our GE Course Evaluation Form)

4. Other matters?

5. Adjournment.

BERGEN COMMUNITY COLLEGE
Committee on General Education
MINUTES

Meeting of Tuesday, December 19, 2006
12:30-1:25 PM, Room C-314

Members present: Andrew Baddish, Louis Crescitelli, George Cronk (Chair), Judi Davis, Dorothy Giglietta, Jean Goldstein, Joshua Guttman, Thomas Jewell, Francisco Marin (SGC), Ron Mazurek, Rubil Morales-Vazquez, Andrew Tomko

1. Review minutes of meeting of November 28, 2006. Approved without objection.

2. Chair's report.

- Foreign Language courses as "Diversity Courses." George Cronk reported that this matter is not being reviewed currently by the NJCC Academic Officers Association. NJ faculty leaders in General Education are seeking to raise the issue (along with other questions about the statewide Foundation Curriculum). At this time, Foreign Language courses still do not count as Diversity Courses under the statewide articulation agreement.
- Update on WEX-101, WEX-202, and WEX-205 syllabi.

George Cronk reported that updated and corrected versions of these syllabi have been submitted to the Committee by the WEX Department and are online at www.bergen.edu/gened/GEsyllabi.asp

4. Discussion of the following issue (introduced at our 11/28/06 meeting):

It has been BCC policy since the early 1980s to prohibit programs from prescribing specific courses for students in lieu of GE electives (e.g., prescribing SOC101 Sociology in lieu of a Social Science Elective, or CHM140/141 General Chemistry I [and Lab] in lieu of a Natural Sciences Elective, etc.). Over the years since the '80s, many program proponents have questioned and objected to this policy (usually on the ground that the prescriptions are necessary to the integrity of the program). There have been some exceptions to the said policy for programs subject to specific licensing and accreditation requirements by external agencies.

Questions: Should departments, disciplines, and programs be permitted to prescribe specific courses for students in lieu of GE electives? If so, should there be any restrictions on such permission (e.g., that the program proponent[s] demonstrate that such prescriptions are really necessary as opposed to merely preferred)?

This matter was discussed at length – until the end of the meeting. The Committee did not take definitive action. The matter will be addressed again at a later meeting.

6. Adjournment: 1:25 PM.

BERGEN COMMUNITY COLLEGE
Committee on General Education
AGENDA

Meeting of Tuesday, February 6, 2007
12:30-1:25 PM, Room C-316

1. Review minutes of meeting of December 19, 2006 (see preceding page).

2. Chair's report.

- GE Committee Assessment Plan for 2006-2008 – being put into prescribed CIE form.
- Statewide actions by NJ community college administrative officers:

In December 2006, the NJ Presidents' Council approved (1) a new statewide transfer-articulation agreement. Also in December 2006, the Academic Officers' Association approved (2) a revision of the statewide "General Education Foundation" curriculum and (3) a revised set of "General Education Goals and Objectives."

See the three attached documents I emailed the Committee on 1/26/07.

These changes will have at least some impact on the ongoing work of our GE Committee. We will spend some time discussing these matters at our upcoming meeting on Tuesday, January 30.

- Questions raised at meetings of 11/28/06 and 12/19/06:

Should departments, disciplines, and programs be permitted to prescribe specific courses for students in lieu of GE electives? If so, should there be any restrictions on such permission (e.g., that the program proponent[s] demonstrate that such prescriptions are really necessary as opposed to merely preferred)?

Not for today but for a later meeting....

3. Syllabus assessment:

POL101 American Government
POL102 International Relations
POL103 Modern Political Ideologies
POL104 State and Local Govt.
POL107 Introduction to Politics

CHM100 Introduction to Chemistry
CHM112 College Chemistry
CHM140 General Chemistry I
CHM141 General Chemistry I-Lab
CHM240 General Chemistry II
CHM241 General Chemistry II-Lab

BIO101 General Biology I
BIO103 The Human Body
BIO131 General Botany
BIO203 General Biology II

As usual, the questions for each syllabus are as follows:

(1) Does the syllabus comply with the GE syllabus guidelines and format adopted by the Faculty Senate on 3/11/03 (see www.bergen.edu/GEsyllabus1.pdf and/or www.bergen.edu/GEsyllabus2.pdf)?

(2) Does the syllabus meet the GE course certification standards approved by the Faculty Senate on 12/14/04 (see www.bergen.edu/GENED/GEcourse_standards_6.pdf)? (Re: long or short version of our GE Course Evaluation Form)

7. Other matters?

8. Adjournment.

BERGEN COMMUNITY COLLEGE
Committee on General Education
MINUTES

Meeting of Tuesday, February 6, 2007
12:30-1:25 PM, Room C-316

Members present: Roanne Angiello, Andrew Baddish, Louis Crescitelli, George Cronk (Chair), Peter Dlugos, Dorothy Giglietta, Jean Goldstein, Joshua Guttman, Thomas Jewell, Ron Mazurek, Rubil Morales-Vazquez, Lynn Schott, Andrew Tomko

1. Review minutes of meeting of December 19, 2006. Approved without objection.

2. Chair's report.

- GE Committee Assessment Plan for 2006-2008 – being put into prescribed CIE form.
- Discussion of statewide actions by NJ community college administrative officers:

In December 2006, the NJ Presidents' Council approved (1) a new statewide transfer-articulation agreement. Also in December 2006, the Academic Officers' Association approved (2) a revision of the statewide "General Education Foundation" curriculum and (3) a revised set of "General Education Goals and Objectives." (These three attached documents were distributed to the Committee via email on 1/26/07.)

- Questions raised at meetings of 11/28/06 and 12/19/06:

Should departments, disciplines, and programs be permitted to prescribe specific courses for students in lieu of GE electives? If so, should there be any restrictions on such permission (e.g., that the program proponent[s] demonstrate that such prescriptions are really necessary as opposed to merely preferred)?

Issue to be addressed again at a later meeting.

3. Syllabus assessment – the Committee reviewed the syllabi for the following courses:

POL101 American Government
POL102 International Relations
POL103 Modern Political Ideologies
POL104 State and Local Govt.
POL107 Introduction to Politics

Following discussion, all five courses were recertified for inclusion on the BCC list of GE courses. POL101 and POL102 were approved without objection, and POL104 was approved by a vote of 12-2-0. POL103 and POL104 were recertified conditionally by consensus, pending the Committee's investigation of certain transfer issues with those courses as shown on NJ Transfer. George Cronk and Jean Goldstein will report back on this matter at the next meeting of the Committee.

6. Adjournment: 1:30 PM.

BERGEN COMMUNITY COLLEGE
Committee on General Education
AGENDA

Meeting of Tuesday, March 6, 2007
12:30-1:25 PM, Room C-316

1. Review minutes of meeting of February 6, 2007 (see preceding page).
2. Chair's report.
 - Unfinished business – GE Committee Assessment Plan for 2006-2008 – still in process of being put into prescribed CIE form.
 - Statewide actions by NJ community college administrative officers – update.
 - More unfinished business – questions raised at meetings of 11/28/06 and 12/19/06:

Should departments, disciplines, and programs be permitted to prescribe specific courses for students in lieu of GE electives? If so, should there be any restrictions on such permission (e.g., that the program proponent[s] demonstrate that such prescriptions are really necessary as opposed to merely preferred)?

3. Continuation of syllabus assessment process:

CHM100 Introduction to Chemistry
CHM112 College Chemistry
CHM140 General Chemistry I
CHM141 General Chemistry I-Lab
CHM240 General Chemistry II
CHM241 General Chemistry II-Lab

BIOLOGY

BIO101 General Biology I
BIO103 The Human Body
BIO131 General Botany
BIO203 General Biology II

As usual, the questions for each syllabus are as follows:

(1) Does the syllabus comply with the GE syllabus guidelines and format adopted by the Faculty Senate on 3/11/03 (see www.bergen.edu/GESyllabus1.pdf and/or www.bergen.edu/GESyllabus2.pdf)?

(2) Does the syllabus meet the GE course certification standards approved by the Faculty Senate on 12/14/04 (see www.bergen.edu/GENED/GEcourse_standards_6.pdf)? (Re: long or short version of our GE Course Evaluation Form)

9. Other matters?
10. Adjournment.

BERGEN COMMUNITY COLLEGE
Committee on General Education
MINUTES

Meeting of Tuesday, March 6, 2007
12:30-1:25 PM, Room C-316

Members present: George Cronk (Chair), Dorothy Giglietta, Jean Goldstein, Joshua Guttman, Magali Jerez, Ron Mazurek, Andrew Tomko

The meeting was suspended for lack of a quorum.

BERGEN COMMUNITY COLLEGE
Committee on General Education
AGENDA

Meeting of Tuesday, March 27, 2007
12:30-1:25 PM, Room C-316

1. Review minutes of meetings of February 6 and March 6, 2007 (see preceding pages).
2. Chair's report.
 - Unfinished business – GE Committee Assessment Plan for 2006-2008 – some progress made with help from Joann Marzocco.
 - Statewide actions by NJ community college administrative officers – update. From the NJ Presidents' Council – New Statewide Transfer Agreement; from the NJ CC Academic Officers' Association – revision of the General Education Foundation Curriculum and of the statewide GE Goals & Objectives. All still in process....
 - NJAC 9A:1-2.3(e) – Specialized Associate Degree programs: Associate in Fine Arts (AFA) and Associate in Science (AS) in Nursing. Such programs "shall normally require no fewer than 20 semester credit hours or the equivalent in general education courses." Should BCC create an AFA degree track and programs to go with it?
 - More unfinished business – questions raised at meetings of 11/28/06 and 12/19/06: Should departments, disciplines, and programs be permitted to prescribe specific courses for students in lieu of GE electives? If so, should there be any restrictions on such permission (e.g., that the program proponent[s] demonstrate that such prescriptions are really necessary as opposed to merely preferred)?

Recommendation from the General Education Committee to the Faculty Senate

In the early 1980s (1982-1985), the BCC Faculty Senate established a policy prohibiting programs from prescribing specific General Education courses for students in lieu of General Education electives (e.g., prescribing SOC101 Sociology in lieu of a Social Science Elective, or PHY185 Introduction to Physics in lieu of a Natural Sciences Elective, or MAT180 Precalculus in lieu of an MAT/CIS Elective, etc.). Over the years since the '80s, many program proponents have questioned and objected to this policy, usually on the ground that the program's desired prescriptions are necessary to the integrity of the program. There have been some exceptions to the said policy for programs subject to specific licensing and accreditation requirements by external agencies.

The General Education Committee has discussed this matter during several of its meetings in the fall and spring semesters of the 2006-2007 academic year and now proposes that the Faculty Senate consider changing the aforesaid policy.

The question is, "Should departments, disciplines, and programs be permitted to prescribe and substitute specific General Education courses for students in lieu of General Education electives?"

Our proposed answer is "Yes," with the following qualifications:

1. All such program substitutions of specific General Education courses for General Education electives must be shown by the program proponent(s) to be necessary or essential to the nature and integrity of the program. The program proponent(s) will have the burden of persuading the appropriate curricular development body (discipline committee, department committee, College-Wide Curriculum Committee, Faculty Senate) that the proposed course substitutions are in fact necessary or essential to the nature and integrity of the program(s) in question. At every stage in the process of review, the issue will be decided by a majority vote of the relevant curricular development body, the disposition of the matter by the Faculty Senate being the final stage in any such process.

2. Any such course substitutions for General Education electives must themselves be General Education courses in the relevant General Education areas – e.g., SOC101 Sociology in lieu of a Social Science Elective (not in lieu of a Humanities Elective), or PHY185 Introduction to Physics in lieu of a Natural Sciences Elective (not in lieu of an MAT/CIS Elective), or MAT180 Precalculus in lieu of an MAT/CIS Elective (not in lieu of a Social Science Elective), etc.

The General Education Committee hereby presents this recommendation in the form of a motion to be debated and acted upon by the Faculty Senate.

3. Continuation of syllabus assessment process:

NOTE: Problems with NJ Transfer (especially re: Ramapo, Rutgers/A&S, and – somewhat – Rutgers/Newark).

CHM100 Introduction to Chemistry
CHM112 College Chemistry
CHM140 General Chemistry I
CHM141 General Chemistry I-Lab
CHM240 General Chemistry II
CHM241 General Chemistry II-Lab

BIO101 General Biology I
BIO103 The Human Body
BIO131 General Botany
BIO203 General Biology II

As usual, the questions for each syllabus are as follows:

(1) Does the syllabus comply with the GE syllabus guidelines and format adopted by the Faculty Senate on 3/11/03 (see www.bergen.edu/GEsyllabus1.pdf and/or www.bergen.edu/GEsyllabus2.pdf)?

(2) Does the syllabus meet the GE course certification standards approved by the Faculty Senate on 12/14/04 (see www.bergen.edu/GENED/GEcourse_standards_6.pdf)? (Re: long or short version of our GE Course Evaluation Form)

4. Other matters?

5. Adjournment.

BERGEN COMMUNITY COLLEGE
Committee on General Education
MINUTES

Meeting of Tuesday, March 27, 2007
12:30-1:25 PM, Room C-316

Members present: Roanne Angiello, Andrew Baddish, George Cronk (Chair), Judi Davis, Peter Dlugos, Dorothy Giglietta, Jean Goldstein, Joshua Guttman, Compton Jenkins, Thomas Jewell, Francisco Marin (SGC), Rubil Morales-Vazquez, Lynn Schott, Andrew Tomko

1. Review minutes of meetings of February 6 and March 6, 2007. Approved without objection.
2. Chair's report.
 - Unfinished business – GE Committee Assessment Plan for 2006-2008 – some progress made with help from Joann Marzocco.
 - Statewide actions by NJ community college administrative officers – update. From the NJ Presidents' Council – New Statewide Transfer Agreement; from the NJ CC Academic Officers' Association – revision of the General Education Foundation Curriculum and of the statewide GE Goals & Objectives. All still in process....
 - NJAC 9A:1-2.3(e) – Specialized Associate Degree programs: Associate in Fine Arts (AFA) and Associate in Science (AS) in Nursing. Such programs "shall normally require no fewer than 20 semester credit hours or the equivalent in general education courses." Should BCC create an AFA degree track and programs to go with it?
 - More unfinished business – questions raised at meetings of 11/28/06 and 12/19/06: Should departments, disciplines, and programs be permitted to prescribe specific courses for students in lieu of GE electives? If so, should there be any restrictions on such permission (e.g., that the program proponent[s] demonstrate that such prescriptions are really necessary as opposed to merely preferred)?

Recommendation from the General Education Committee to the Faculty Senate

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The General Education Committee has discussed this matter during several of its meetings in the fall and spring semesters of the 2006-2007 academic year and now proposes that the Faculty Senate consider changing the aforesaid policy.

The question is, "Should departments, disciplines, and programs be permitted to prescribe and substitute specific General Education courses for students in lieu of General Education electives?"

Our proposed answer is "Yes," with the following qualifications:

1. All such program substitutions of specific General Education courses for General Education electives must be shown by the program proponent(s) to be necessary or essential to the nature and integrity of the program. The program proponent(s) will have the burden of persuading the appropriate curricular development body (discipline committee, department committee, College-Wide Curriculum Committee, Faculty Senate) that the proposed course substitutions are in fact necessary or essential to the nature and integrity of the program(s) in question. At every stage in the process of review, the issue will be decided by a majority vote of the relevant curricular development body, the disposition of the matter by the Faculty Senate being the final stage in any such process.

2. Any such course substitutions for General Education electives must themselves be General Education courses in the relevant General Education areas – e.g., SOC101 Sociology in lieu of a Social Science Elective (not in lieu of a Humanities Elective), or PHY185 Introduction to Physics in lieu of a Natural Sciences Elective (not in lieu of an MAT/CIS Elective), or MAT180 Precalculus in lieu of an MAT/CIS Elective (not in lieu of a Social Science Elective), etc.

The General Education Committee hereby presents this recommendation in the form of a motion to be debated and acted upon by the Faculty Senate.

Approved, 12-1-1.

3. Continuation of syllabus assessment process:

NOTE: Problems with NJ Transfer (especially re: Ramapo, Rutgers/A&S, and – somewhat – Rutgers/Newark).

CHM100 Introduction to Chemistry
CHM112 College Chemistry
CHM140 General Chemistry I
CHM141 General Chemistry I-Lab
CHM240 General Chemistry II
CHM241 General Chemistry II-Lab

BIO101 General Biology I
BIO103 The Human Body
BIO131 General Botany
BIO203 General Biology II

Following discussion, all ten of the syllabi for the above-listed courses were unanimously approved (14-0-0) and the courses recertified for inclusion on the BCC list of GE courses.

6. Adjournment: 1:25 PM.

BERGEN COMMUNITY COLLEGE
Committee on General Education
AGENDA

Meeting of Tuesday, April 24, 2007
12:30-1:25 PM, Room C-316

1. Review minutes of meeting of March 27, 2007 (not yet available).
2. Chair's report.
 - GE course substitution proposal to the Faculty Senate (attached hereto). Presented, discussed, and tabled until May (or perhaps) September to allow for review by various departments and disciplines.
 - NJ Transfer problems.
3. Continuation of syllabus assessment process:

PHYSICS

PHY185 Introduction to Physics
PHY186 General Physics I
PHY280 Physics I
PHY286 General Physics II
PHY290 Physics II
PHY291 Physics III

PSYCHOLOGY

PSY101 General Psychology
PSY102 Abnormal Psychology
PSY106 Developmental Psychology
PSY201 Child Psychology
PSY207 Psychology of Women (not yet submitted)

As usual, the questions for each syllabus are as follows:

(1) Does the syllabus comply with the GE syllabus guidelines and format adopted by the Faculty Senate on 3/11/03 (see www.bergen.edu/GEsyllabus1.pdf and/or www.bergen.edu/GEsyllabus2.pdf)?

(2) Does the syllabus meet the GE course certification standards approved by the Faculty Senate on 12/14/04 (see www.bergen.edu/GENED/GEcourse_standards_6.pdf)? (Re: long or short version of our GE Course Evaluation Form)

7. Other matters?
8. Adjournment.

BERGEN COMMUNITY COLLEGE
Committee on General Education
MINUTES

Meeting of Tuesday, April 24, 2007
12:30-1:25 PM, Room C-316

Members present: Roanne Angiello, Andrew Baddish, George Cronk (Chair), Judi Davis, Dorothy Giglietta, Jean Goldstein, Joshua Guttman, Compton Jenkins, Magali Jerez, Thomas Jewell, Anne Maganzini, Francisco Marin (SGC), Ron Mazurek, Rubil Morales-Vazquez, Andrew Tomko

1. Review minutes of meeting of March 27, 2007 (not yet available).
2. Chair's report.
 - The GE course substitution proposal to the Faculty Senate was presented and discussed at the April meeting of the Senate. The Senate tabled the proposal until May (or perhaps) September to allow for review by various departments and disciplines.
 - The "new look" of the GE website was discussed. Some critical comments about the site's color-scheme were made. No resolutions were proposed.
 - Continuing problems with the NJ Transfer system were discussed. The site is not being kept up to date by various member institutions (Rutgers/NB, Rutgers/Newark, Ramapo, William Paterson).
3. Continuation of syllabus assessment process:

PHYSICS

PHY185 Introduction to Physics
PHY186 General Physics I
PHY280 Physics I
PHY286 General Physics II
PHY290 Physics II
PHY291 Physics III

The Committee conditionally approved the six PHY syllabi without objection, but the syllabi were returned to the Science & Technology Department for revision of some parts of the documents (language of the Student Learning Objectives, statement of attendance policy, etc.).

PSYCHOLOGY

PSY101 General Psychology
PSY102 Abnormal Psychology
PSY106 Developmental Psychology
PSY201 Child Psychology
PSY207 Psychology of Women (not yet submitted)

The PSY syllabi were not acted upon by the Committee for want of time. However, some written comments from Committee member Lynn Schott were presented to Anne Maganzini, Social/Behavioral Sciences representative on the Committee. Prof. Schott recommended that the supporting information in the syllabi that was based on the 2003-2004 BCC Catalog be updated to conform with the current Catalog information.

4. Adjournment: 1:25 PM.