

**BERGEN COMMUNITY COLLEGE**

**Committee on General Education**

DATE: September 15, 1999

TO: Gayne Bablanian, Bruce Boller, Louis Crescitelli, Ann Cunningham, Neil Ender, Compton Jenkins, Magali Jerez, Alan Kaufman, Paul Mindell, Michael Orlando, Lisa Pavlik, Steven Ryan, Robert Saldarini, George Skau, Kevin Sullivan, Barbara Walcott, and Baila Zheutlin

FROM: George Cronk, Chair

RE: Upcoming Committee Meetings

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The next two meetings of the BCC Committee on General Education will take place on Tuesday, October 19, 1999, from 2:40 to 3:35 PM and on Tuesday, November 16, 1999, from 2:40 to 3:35 to PM. I will advise you in a subsequent memo of the room location(s) of these meetings.

Now that we are all on the college email system, please check your email regularly for communications on General Education matters.

Two years ago, the College adopted a locally-revised set of statewide goals and objectives for its General Education Program. One of the Committee's projects this year will be the linking of the College's individual general education courses with the aforesaid college-wide and statewide goals and objectives. I have asked the divisional deans and department heads to send me the official ("file") syllabi for the general education courses in their area/s (COM, SPE, WRT, WEX, BIO, CHM, ESC, PHY, MAT, ANT, ECO, GEO, POL, PSY, SOC, ART, MUS, THR, LAN, HIS, LIT, PHR), and I will be distributing these materials to you in due course (I hope at the October 19 meeting).

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cc: VP Roanne Angiello  
Dean Michael Redmond

**BERGEN COMMUNITY COLLEGE**

**Committee on General Education**

**AGENDA**

Meeting of Tuesday, October 19, 1999  
2:40-3:35 p.m., Room C-311

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1. Review “minutes” of meeting of March 2, 1999 – PowerPoint presentation
2. Statewide Project on Gen Ed
3. Distance Learning and Gen Ed
4. Transfer Problems -- BIO109 & BIO209
5. Linking Gen Ed course syllabi to Gen Ed Goals and Objectives – division of labor
6. Adjournment.

**BERGEN COMMUNITY COLLEGE**

**Committee on General Education**

DATE: November 12, 1999

TO: Gayne Bablanian, Bruce Boller, Louis Crescitelli, Ann Cunningham, Neil Ender, Compton Jenkins, Magali Jerez, Alan Kaufman, Paul Mindell, Michael Orlando, Lisa Pavlik, Steven Ryan, Robert Saldarini, George Skau, Kevin Sullivan, Barbara Walcott, and Baila Zheutlin

FROM: George Cronk, Chair

RE: Next Committee Meetings

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The next meeting of the BCC Committee on General Education will take place on Tuesday, November 16, 1999, from 2:40 to 3:35 to PM, in Room C-311.

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cc: VP Roanne Angiello  
Dean Michael Redmond

# BERGEN COMMUNITY COLLEGE

## Committee on General Education

### MINUTES

Meeting of Tuesday, October 19, 1999  
2:40-3:35 p.m., Room C-311

Members present: George Cronk (Chair), Gayne Bablanian, Bruce Boller, Louis Crescitelli, Ann Cunningham, Neil Ender, Compton Jenkins, Paul Mindell, Michael Orlando, Steven Ryan, George Skau, Kevin Sullivan, Barbara Walcott, and Baila Zheutlin

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1. The "minutes" of the meeting of March 2, 1999 were reviewed (in the form of a PowerPoint presentation by George Cronk) and were approved.
2. Statewide Project on Gen Ed: George Cronk presented the following report on the NJ County College Project on General Education:

The Project is currently engaged in the process of developing assessment instruments and procedures for program-level (as opposed to course-level) assessment of general education outcomes in the New Jersey community colleges. Several statewide faculty task forces will be formed to work on assessment procedures and items. The task forces will hold full meetings twice in the fall 1999 semester and twice in the spring 2000 semester. However, most of the work of the task forces will be carried out by individuals and small subgroups working locally at their own colleges. Communication between task force members will take place mainly through e-mail, internet, and other long-distance technologies. Before starting their activities, task force members will receive training for the work to be done.

BCC has been asked to nominate five or so faculty members to serve on the statewide task forces. Volunteers for this work are needed. Members of the Gen Ed Committee are especially invited to volunteer.

3. Distance Learning and Gen Ed: The Committee discussed the College's current efforts to develop online versions of many of its general education courses. These courses should go on line during the 2000-2001 academic year. As of the spring 2000 semester, BCC will be running more than 20 online courses, 15 of them being Gen Ed courses.
4. Transfer Problems at William Paterson University with regard to BIO109 & BIO209 were discussed. Louis Crescitelli, Gayne Bablanian, Baila Zheutlin, and George Cronk agreed to follow up on various aspects of these problems in an effort to determine what it will take to resolve them.

5. Linking Gen Ed course syllabi to Gen Ed Goals and Objectives – division of labor

The Committee began its work on the linking of Gen Ed course syllabi to the College's overall Goals and Objectives for General Education. The aim herein is to assess the degree to which the individual courses in the BCC Gen Ed Program serve the overall purposes of the Gen Ed Program as a whole (as set forth in the 1998 BCC statement of "The Goals and Objectives of the BCC General Education Program," which document was distributed to all Committee members). Members of the Committee took on this task as follows:

COM101, SPE111, & THR Syllabi: Ann Cunningham  
WRT Syllabi: Michael Orlando  
WEX Syllabi: Compton Jenkins  
BIO Syllabi: Louis Crescitelli and Gayne Bablanian  
CHM, ESC, & PHY Syllabi: Bruce Boller  
MAT Syllabi: Neil Ender  
ANT, ECO, GEO, POL, PSY, SOC Syllabi: Kevin Sullivan and Lisa Pavlik  
ART & MUS Syllabi: Paul Mindell  
LAN Syllabi: Magali Jerez  
HIS Syllabi: George Skau  
LIT Syllabi: Alan Kaufman and Steve Ryan  
PHR Syllabi: George Cronk

6. Adjournment: 3:35 PM.

GC/pr

# **BERGEN COMMUNITY COLLEGE**

## **Committee on General Education**

### **AGENDA**

Meeting of Tuesday, November 16, 1999  
2:40-3:35 p.m., Room C-311

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1. Review minutes of meeting of October 19, 1999 (attached)
2. Discussion of the Committee's work on linking Gen Ed course syllabi to the Goals & Objectives of the Gen Ed Program: progress? problems? puzzles?
3. AS Degree Program in Professional Studies -- General Curriculum Code AS.PS.GEN: A program in Professional Studies with no required Professional Studies -- the loosest transfer curriculum at BCC
4. Transfer process and problems (the WPU case)
5. The Rutgers University ARTSYS articulation program
6. BCC Catalog and Registration booklets
7. Other matters?
8. Adjournment

**BERGEN COMMUNITY COLLEGE**

**Committee on General Education**

DATE: January 3, 2000

TO: Gayne Bablanian, Bruce Boller, Louis Crescitelli, Ann Cunningham, Neil Ender, Compton Jenkins, Magali Jerez, Alan Kaufman, Paul Mindell, Lourdes Ochoa, Michael Orlando, Steven Ryan, Robert Saldarini, George Skau, Kevin Sullivan, Barbara Walcott, and Baila Zheutlin

FROM: George Cronk, Chair

RE: Next Committee Meetings

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The next meeting of the BCC Committee on General Education will take place on Tuesday, January 25, 2000, from 2:40 to 3:35 to PM, in Room C-311.

The agenda for that meeting will focus on the following two items:

- Update on the Committee's work on linking Gen Ed course syllabi to the Goals & Objectives of the Gen Ed Program: progress? problems? puzzles?
- Discussion of AS Degree Program in Professional Studies -- General Curriculum Code AS.PS.GEN: A program in Professional Studies with no required Professional Studies -- the loosest transfer curriculum at BCC, a way by which students can bypass significant degree requirements. In this curriculum, a student can obtain an AS degree (an Associate in Science degree!) at BCC by meeting the curriculum's general education requirements and then taking 18-19 credits in ABSOLUTELY ANYTHING. I think that we should propose to the Faculty Senate the elimination of this academically weak curriculum. What do you think? Let's discuss it and then vote on it.

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cc: VP Roanne Angiello  
Dean Michael Redmond  
Prof. Jean Goldstein

**BERGEN COMMUNITY COLLEGE**

**Committee on General Education**

DATE: February 2, 2000

TO: Gayne Bablanian, Bruce Boller, Louis Crescitelli, Ann Cunningham, Neil Ender, Compton Jenkins, Magali Jerez, Mark Kassop, Alan Kaufman, Paul Mindell, Lourdes Ochoa, Michael Orlando, Steven Ryan, Robert Saldarini, George Skau, Barbara Walcott, and Baila Zheutlin

FROM: George Cronk, Chair

RE: Next Committee Meeting

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Well, we were snowed out of our January 25 meeting, which puts us off-schedule.

The next meeting of the BCC Committee on General Education will take place on Tuesday, February 15, 2000, from 2:40 to 3:35 to PM, in Room C-311.

The agenda for that meeting will focus on the following items:

- Update on the Committee's work on linking Gen Ed course syllabi to the Goals & Objectives of the Gen Ed Program: progress? problems? puzzles?
- New course proposals from Foreign Languages (Conversation Courses) and from Philosophy & Religion ("Women and Religion")
- Discussion of AS Degree Program in Professional Studies -- General Curriculum Code AS.PS.GEN (see Catalog, p. 67; compare with General Curriculum in Math/Science, p. 60). As you know, my view is that we should propose to the Faculty Senate the elimination of this academically weak curriculum. We may or may not be able to reach the point of voting on this at this time since our agenda will be crowded for this meeting. We will do what we can and then, if necessary, continue the discussion at a subsequent meeting.

Anything else for the agenda? Let me know.

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cc: VP David Levinson  
Dean Michael Redmond  
Prof. Amparo Coddling

Prof. Jean Goldstein

# BERGEN COMMUNITY COLLEGE

## Committee on General Education

### MINUTES

Meeting of Tuesday, November 16, 1999  
2:40-3:35 p.m., Room C-311

Members present: George Cronk (Chair), Gayne Bablanian, Bruce Boller, Ann Cunningham, Neil Ender, Michael Orlando, Steven Ryan, George Skau, Kevin Sullivan, Barbara Walcott, and Baila Zheutlin

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1. Minutes of meeting of October 16, 1999, reviewed and approved.
2. Discussion of the Committee's work on linking Gen Ed course syllabi to the Goals & Objectives of the Gen Ed Program: progress? problems? puzzles?  
  
Michael Orlando's report on WRT101 and WRT201 (the English Composition sequence) was distributed and discussed.
3. AS Degree Program in Professional Studies -- General Curriculum Code AS.PS.GEN: A program in Professional Studies with no required Professional Studies -- a "catch-all" curriculum. Is this curriculum appropriate, academically speaking?
4. Transfer process and problems (especially re: William Paterson University) discussed.
5. The Rutgers University ARTSYS articulation program described by B. Zheutlin and G. Cronk, then discussed by Committee.
6. BCC Catalog and Registration booklets: problems of incompleteness and inaccuracy discussed.
7. Adjournment: 3:35 PM

GC/pr

# BERGEN COMMUNITY COLLEGE

## Committee on General Education

### AGENDA

Meeting of Tuesday, February 15, 2000  
2:40-3:35 p.m., Room C-311

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1. Review minutes of meeting of November 16, 1999 (attached)
2. Current status of the Committee's work on linking Gen Ed course syllabi to the Goals & Objectives of the Gen Ed Program: progress? problems? puzzles?  
  
Reports by Ann Cunningham on SPE111 Speech Communication and by Bruce Boller on CHM, ESC, and PHY (Chemistry, Earth Science, and Physics) courses.
3. Proposals for additions to the Gen Ed list:
  - a. A new process for 4-year school approvals: Proposals to be sent through the Committee (by the Committee Chair) – an option or a prescription? (Example: the new oral communication package).
  - b. Current proposals:
    - 1) A new setup for the oral communications requirement in the AA and AS degree tracks: SPE111 Speech Communication, SPE110 Diction and Oral Performance, SPE115 Arguing Media Issues, and (perhaps) COM101 Mass Media of Communication (in process).
    - 2) Foreign Language conversation courses (in process).
    - 3) Philosophy & Religion: PHR [122?] Women and Religion (Dr. Joanne Glasgow)
4. Proposals for course modifications: LIT courses; PHY courses; PHR203 Intermediate Logic.
5. Proposed elimination of AS Degree Program in Professional Studies -- General Curriculum Code AS.PS.GEN: continued discussion (see Catalog pages for this curriculum and for the General Curriculum in Math/Science – handout).
6. Other matters?
7. Adjournment

**BERGEN COMMUNITY COLLEGE**

**Committee on General Education**

DATE: March 22, 2000

TO: Gayne Bablanian, Bruce Boller, Louis Crescitelli, Ann Cunningham, Neil Ender, Compton Jenkins, Magali Jerez, Mark Kassop, Alan Kaufman, Paul Mindell, Michael Orlando, Steven Ryan, Robert Saldarini, George Skau, Barbara Walcott, and Baila Zheutlin

FROM: George Cronk, Chair

RE: Next Committee Meeting

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The next meeting of the BCC Committee on General Education will take place on Tuesday, March 28, 2000, from 2:40 to 3:35 to PM, in Room C-311.

Do you wish to place anything on the agenda? Let me know.

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cc: VP David Levinson  
Dean Michael Redmond  
Prof. Amparo Coddling

# BERGEN COMMUNITY COLLEGE

## Committee on General Education

### AGENDA

Meeting of Tuesday, March 28, 2000  
2:40-3:35 p.m., Room C-311

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1. Review minutes of meeting of February 15, 2000 (attached)
2. Current status of the Committee's work on linking Gen Ed course syllabi to the Goals & Objectives of the Gen Ed Program:
  - Reports in: WRT101 & WRT201 (Orlando); SPE111 (Cunningham); WEX courses (Jenkins); BIO courses (Bablanian & Crescitelli); CHM, ESC, & PHY courses (Boller); MUS courses (Marcel); PHR courses (Cronk).
  - Reports not in: COM101; MAT courses; ANT, ECO, GEO, POL, PSY, & SOC courses; ART courses; THR courses; LAN courses; HIS courses; LIT courses.
  - Overall report in process (now in draft form)
3. Proposals for additions to the Gen Ed list: the new process for 4-year school approvals (see attached memo)
4. Cook College (Rutgers), "a professional school of food, agricultural, marine, and environmental sciences" – not a "liberal arts & sciences" school. Delete from our 4-year transfer list? Replace with University College/Newark?
5. A diversity requirement for AAS degree programs?
6. The Technological/Information Literacy requirement – current situation.
7. Proposed elimination of AS Degree Program in Professional Studies -- General Curriculum Code AS.PS.GEN: continued discussion (see Catalog pages for this curriculum and for the General Curriculum in Math/Science – handout).
8. Other matters?
9. Adjournment

**BERGEN COMMUNITY COLLEGE**  
**Committee on General Education**

**MINUTES**

Meeting of Tuesday, February 15, 2000  
2:40-3:35 p.m., Room C-311

Members present: Gayne Bablanian, Bruce Boller, Louis Crescitelli, Ann Cunningham, Neil Ender, Compton Jenkins, Mark Kassop, Alan Kaufman, Michael Orlando, Robert Saldarini, George Skau, Barbara Walcott, and Baila Zheutlin

Guests: Dr. David Levinson; Prof. Amparo Codding

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1. Minutes of meeting of November 16, 1999, reviewed and approved.
2. Chair's report on current status of the Committee's work on linking Gen Ed course syllabi to the Goals & Objectives of the Gen Ed Program.
3. Proposals for additions to the Gen Ed list:
  - a. A new process for facilitating 4-year school GE course approvals was adopted: Henceforth, faculty seeking such approvals will be invited to submit their course proposals to the Chair of the BCC Committee on General Education, who will then forward the requisite approval requests and supporting materials to the four-year colleges or universities into which BCC students tend to transfer.
  - b. Current proposals:
    - 1) Chair's report on a new setup for the oral communications requirement in the AA and AS degree tracks: Students will choose one of the following courses: SPE111 Speech Communication, SPE110 Diction and Oral Performance, SPE115 Arguing Media Issues, or COM101 Mass Media of Communication. Development of this approach is in process in the Arts & Communications Department.
    - 2) Philosophy & Religion: PHR [122?] Women and Religion (Dr. Joanne Glasgow) was approved, 14-0-1.
4. Proposals for course modifications: Change of LIT course titles; PHY course prerequisite changes; and modified course description for PHR203 Intermediate Logic – all approved without objection.
5. Proposed elimination of AS Degree Program in Professional Studies -- General Curriculum Code AS.PS.GEN: continued discussion postponed.
6. Adjournment, 3:35 PM.

**BERGEN COMMUNITY COLLEGE**

**Committee on General Education**

DATE: April 18, 2000

TO: Gayne Bablanian, Bruce Boller, Amparo Coddling, Louis Crescitelli, Ann Cunningham, Neil Ender, Compton Jenkins, Mark Kassop, Alan Kaufman, Paul Mindell, Laura Ochoa, Michael Orlando, Steven Ryan, Robert Saldarini, George Skau, Barbara Walcott, and Baila Zheutlin

FROM: George Cronk, Chair

RE: Next Committee Meeting

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The next meeting of the BCC Committee on General Education will take place on Tuesday, April 25, 2000, from 2:40 to 3:35 to PM, in Room C-311.

The agenda for that meeting will include on the following items:

- Update on the Committee's work on linking Gen Ed course syllabi to the Goals & Objectives of the Gen Ed Program
- A proposal to amplify and improve the Options in the AA/Liberal Arts Degree
- Discussion of AS Degree Program in Professional Studies -- General Curriculum Code AS.PS.GEN (see Catalog, p. 67; compare with General Curriculum in Math/Science, p. 60). As you know, my view is that we should propose to the Faculty Senate the elimination of this academically weak curriculum.

Anything else for the agenda? Let me know.

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cc: VP David Levinson  
Dean Michael Redmond  
Professor Jean Goldstein  
Professor Fred Golub

April 25 meeting postponed to May 9

**BERGEN COMMUNITY COLLEGE**  
**Committee on General Education**

**MINUTES**

Meeting of Tuesday, March 28, 2000  
2:40-3:35 p.m., Room C-311

Members Present: Gayne Bablanian, Bruce Boller, Louis Crescitelli, Ann Cunningham, Mark Kassop, Alan Kaufman, Paul Mindell, Laura Ochoa, Michael Orlando, Steven Ryan, and George Skau

Guests: Dr. David Levinson; Prof. Amparo Coddling

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1. Minutes of meeting of February 15, 2000 reviewed and approved without objection
2. Chair's report on Current status of the Committee's work on linking Gen Ed course syllabi to the Goals & Objectives of the Gen Ed Program:
  - Reports in: WRT101 & WRT201 (Orlando); SPE111 (Cunningham); WEX courses (Jenkins); BIO courses (Bablanian & Crescitelli); CHM, ESC, & PHY courses (Boller); MUS courses (Marcel); PHR courses (Cronk).
  - Reports not in: COM101; MAT courses; ANT, ECO, GEO, POL, PSY, & SOC courses; ART courses; THR courses; LAN courses; HIS courses; LIT courses.
  - Overall report in process (now in draft form)
3. Memo on the Committee's new process for 4-year school approvals distributed and discussed
4. Chair's proposal that Cook College (Rutgers) -- "a professional school of food, agricultural, marine, and environmental sciences", not a "liberal arts & sciences" school -- be deleted from the BCC 4-year college-university transfer list and replaced with University College/Newark. Vote: 8-1-1
5. The Committee approved a resolution that a General Education "Diversity Course Recommendation" be included in AAS degree programs, as follows: "It is recommended that, in completing the BCC General Education Program, a student take and pass at least one course in gender studies, non-western history or thought, and/or cultural diversity." Vote: 5-4-2
6. The Chair reported that a subcommittee of the TLTR (chaired by Dean R. Kahn) had developed a syllabus for a course in Technological/Information Literacy, but that additional work must be done before the College can implement a Technological/Information Literacy requirement. That additional work will be done by members of the General Education Committee during the 2000-2001 academic year. For this purpose, a subcommittee (consisting of George Cronk, Michael Orlando, and Robert Saldarini) was formed.
7. The Committee's consideration of the Chair's proposed elimination of the General Curriculum in the AS Degree Program in Professional Studies (Code AS.PS.GEN) was postponed until a future meeting.
8. Adjournment: 3:35 PM

**BERGEN COMMUNITY COLLEGE**  
**Committee on General Education**

**AGENDA**

Meeting of Tuesday, May 9, 2000  
2:40-3:35 p.m., Room C-311

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3. Review minutes of meeting of March 28, 2000 (attached)
  
4. Report on statewide and local GE assessment projects:
  - a. The statewide project (see handout)
  
  - b. The local (BCC) project: Current status of the Committee's work on linking Gen Ed course syllabi to the Goals & Objectives of the Gen Ed Program:
    - Reports in: WRT101 & WRT201 (Orlando); SPE111 (Cunningham); WEX courses (Jenkins); BIO courses (Bablanian & Crescitelli); CHM, ESC, & PHY courses (Boller); MUS courses (Marcel); PHR courses (Cronk).
  
    - Reports not in: COM101; MAT courses; ANT, ECO, GEO, POL, PSY, & SOC courses; ART courses; THR courses; LAN courses; HIS courses; LIT courses.
  
    - Overall report in process, but I need the missing course reports.
  
3. A proposal to strengthen the AA Degree / Liberal Arts Options (see handout)
  
4. The AS Degree General Curriculum in Professional Studies: To be or not to be? How about the AA/Liberal Arts and the AS/Natural Sciences or Mathematics General Curricula?
  
5. Other matters? American Sign Language I and II.
  
6. Adjournment

**BERGEN COMMUNITY COLLEGE**  
**Committee on General Education**

**MINUTES**

Meeting of Tuesday, May 9, 2000  
2:40-3:35 p.m., Room C-311

Members Present: Gayne Bablanian, Bruce Boller, Amparo Coddling, Louis Crescitelli, George Cronk, Mark Kassop, Paul Mindell, Laura Ochoa, Steven Ryan, Robert Saldarini, and Baila Zheutlin

Guests: Prof. Fred Golub, Prof. Jean Goldstein

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1. Minutes of meeting of March 28, 2000, reviewed and approved without objection
2. George Cronk reported that the Faculty Senate has approved the "Diversity Course Recommendation" for AAS programs that was passed by the Committee at its March 28 meeting.
3. Chair's report on statewide and local GE assessment projects:
  - a. The statewide assessment project – status and recent developments
  - b. The local (BCC) project: Current status of the Committee's work on linking Gen Ed course syllabi to the Goals & Objectives of the Gen Ed Program:
    - Reports in: WRT101 & WRT201 (Orlando); SPE111 (Cunningham); WEX courses (Jenkins); BIO courses (Bablanian & Crescitelli); CHM, ESC, & PHY courses (Boller); MUS courses (Marcel); PHR courses (Cronk).
    - Reports not in: COM101; MAT courses; ANT, ECO, GEO, POL, PSY, & SOC courses; ART courses; THR courses; LAN courses; HIS courses; LIT courses.
    - Overall report in process, but the missing course reports are needed before the final report can be completed.
4. George Cronk presented for the Committee's present and future consideration a proposal to strengthen the AA Degree / Liberal Arts Options. He announced that a formal proposal would be forthcoming in the fall 2000 semester.
5. The Committee and guests discussed the possible elimination of the AS Degree General Curriculum in Professional Studies. The consensus was that the curriculum should be retained, not eliminated.
6. George Cronk announced that a proposal to add one or two American Sign Language courses to the BCC list of courses approved for the purposes of general education (in the World Languages and Cultures category) would be presented formally to the Committee in the fall 2000 semester.
7. Adjournment: 3:35 PM