

# Community College *of* Philadelphia

**MEETING MINUTES –  
Corrected Version  
Institution-Wide Committee  
Monday, January 23, 2017**

**2:30 p.m.**

**Isadore A. Shrager  
Boardroom**

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**I. Call to Order 2:36PM**

**II. Attendance**

Delegates

Federation: Todd Jones, Eric Massenburg, Bridget McFadden, Sue Ellen Liebman

Administration: Samuel Hirsch, Carol de Fries

Students:

Alternates

Federation: Junior Brainard

Administration: Mary Anne Celenza (voting), Jody Bauer (voting)

Students:

Guests Present:

Amy Birge, Richard Saxton, Pam Carter

**III. Approval of Minutes**

a. The Minutes from December 19, 2016 were approved with the following revisions

1. Page 3 #8 response should state:

It was the need to satisfy the electives for the program. The approach was the educational context of the degree and to round out the educational requirements to meet career goals of the students within the degree.

2. Page 5 #1 should state:

MCSHE sees the College as needing data to support its actions. If faculty make a statement, then we must have data that refers to assessment of the learning outcomes.

**Vote: Yes=8, No=0, Abstain=0**

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**IV. Old Business**

No old business

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**a. Proposal for an AA in Business – General**

During the audit last year, it was revealed that the two current degree programs in business (i.e., AA in Business and AA in Business Administration) are almost identical.

The goal of this new program is to improve transfer options for students, particularly for students who want to transfer to AACSB programs.

There was a general discussion concerning the problems with the current degrees. The main problem is that there are different MATH sequences in the current degrees and the sequence in the Business AA does not transfer to AACSB programs. Students confuse the two programs and sometimes do not take the one that is consistent with their goals. Also, we have no AAS degree at the College for students that do not wish to transfer. The department believes adding a first year experience (FYE) course will help students identify the correct path.

There was also a discussion about the program name. The department is recommending that the current programs continue to allow those students already in the majors to finish, though no new students will enter those programs (effective Fall 2017). A different name was chosen to avoid confusion.

The proposed MATH options were discussed. There is a plan to develop an AAS Business degree that will include a revised Business Math course. The goal is to develop an AAS this year. Data from the audit revealed some students are not clear about the majors in this area. We are creating two paths by merging Business and Business Administration. MATH 161 is necessary for all business careers. Pages 7 & 8 of the proposed degree document show where the dual MATH options are listed for students. One of the concerns raised is that the College currently does not have an AAS degree that would replace the BUSN degree. A second concern is that the proposed degree does not meet the math criteria for

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TAOC institutions. If someone takes the Math 118/161 sequence, they will be able to graduate without meeting TAOC requirements, which state that any graduate from AA or AS program will meet the state wide criteria.

There was extensive discussion about the elective requirements for Science, Social Science, and Humanities. There is a concern about the prescriptiveness of the new requirements for History. The concern is that some students could benefit from other courses than just the 121 and 122 for personal, transfer, and change of major reasons. Richard Saxton stated that the courses were chosen because of economics in the course description. Sam Hirsch stated that the students would have the option of selecting other classes by having exceptions made on their Education Plans.

Communication and the Student Educational Plan (SEP) was discussed. The plan is for students, faculty and staff to understand the degree options through the curriculum map. The vision is to stop free reign of students taking whatever they want but instead follow a path. Technical delays in building the SEP were experienced but the students will be “locked-in” once it goes live. The Curriculum Map is built around the student type: FT/PT and Developmental FT/PT and is customized for each student. Electives are identified to support the degree. See page 9 of the proposed degree document. This statement concerning general education will be stated for students. The AAS degree is proposed for Fall 2018. Some committee members expressed a concern not having seen the education plans, and currently, the mechanisms for making exceptions has not been worked out.

A typo was detected. On page 4 and 8 there are two different CHEM listings - 101 and 121. CHEM 121 is an error; it should be CHEM 101 – Page 4 is incorrect.

There was a request to postpone a vote on the proposal but there was no motion and the request was not discussed.

**Motion to recommend the AA Business-General program. Moved and 2<sup>nd</sup>.**

There was a discussion concerning the charge of the IWC and the approval from the Academic Curriculum Subcommittee.

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**Vote: Yes =4, No =3, Abstention =1**

**Motion carried – AA Business-General recommended.**

After the vote, Sam Hirsch stated that he will share program maps when they are ready to be shared.

- VI. The meeting adjourned at 4:03PM  
The next meeting will be on February 27, 2017.

After the meeting an expedited review was requested to meet the catalog deadline.