**Friday, October 30, 2015**

Committee Members

**Present:**

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| --- | --- | --- |
| Nathan Astrof | Biological Sciences | Nastrof@citytech.cuny.edu |
| Alexander Aptekar | Architectural Technology | AAptekar@citytech.cuny.edu |
| Asm Delowar Hossain | Electrical and Telecommunications Engineering Technology | AHossain@citytech.cuny.edu |
| Renata Budny | Restorative Dentistry | RBudny@citytech.cuny.edu |
| Renata Ferdinand | English | RFerdinand@citytech.cuny.edu |
| Gretta Fernandes | Human Services | GFernandes@citytech.cuny.edu |
| Jennett Ingrassia | Radiologic Technology and Medical Imaging | JIngrassia@citytech.cuny.edu |
| Julia Jordan | Hospitality Management | JJordan@citytech.cuny.edu |
| Kara Pasner | Vision Care Technology | KPasner@citytech.cuny.edu |
| Susan Phillip | Hospitality Management | SPhillip@citytech.cuny.edu |
| Jose. M. Reyes Alamo | Computer Engineering Technology | JReyesAlamo@citytech.cuny.edu |
| Maura Smale | Library | MSmale@citytech.cuny.edu |
| Navid Allaverdi-Pur | Construction Management | NHajiAllahverdiPur@citytech.cuny.edu |

**Absent/Excused**

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| --- | --- | --- |
| Pamela Brown | Associate Provost | PBrown@citytech.cuny.edu |
| Maria-Elena Bilello | Dental Hygiene | Mbilello@citytech.cuny.edu |

**Minutes Working Group**

**Tasks**

The group congratulated Alexander Aptekar on the success of Team Dura.

Update on the Departmental CC Liaisons progress meetings hosted by School Deans that take place on Thursdays during activity hours and the roles that the Gen Ed CC Working Group members volunteered to do:

October 29      School of Arts and Sciences, Interim Dean Justin Vazquez-Poritz

 Julia Jordan and Lufeng Leng facilitated / recorded the SoAS meeting.

November 5    School of Technology and Design, Dean Kevin Hom

 Maria Bilello will facilitate and Jose Reyes Alamo will record the SoTD meeting

November 12  School of Professional Studies, Dean David Smith

 Renata Ferdinand will facilitate and Susan Phillip will record the SoPS meeting

The results of the first Dean’s meeting were very favorable, and will be further elaborated upon with the distribution of the summary minutes from those meetings. There are significant indications that the work of the group is already resulting in tangible progress towards the overall goals.

Once again, committee members are reminded to contact their assigned to check on the status of the forms and the workshops. It was noted that a workshop does not need to be an actual “face to face” workshop. Possible varieties of workshops include use of the OpenLab to create online resources, one-on-one meetings, emails communications, and group discussion sessions. In some cases, it may be necessary to re-acquaint the liaisons with the work of the committee. This should be accomplished as soon as possible, with the Workshop Form and Surveys sent to Renata.

Additional Dean’s meetings have been scheduled for November 5 and 12, 2015, and the information from those meetings will be discussed at the next Gen Ed meeting taking place on November 20, 2015.