

New York City College of Technology
GEN ED COMMITTEE
Course Coordination Working Group
Minutes

Sept 16, 2016
 Committee Members

Present:

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Anthony Sena	Restorative Dentistry	Asena@citytech.cuny.edu

Absent/Excused

Renata Budny	Restorative Dentistry	RBudny@citytech.cuny.edu
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Minutes Working Group

Tasks

1. The group welcomed a new member, Emilie Boone (African American Studies).
2. The group reviewed the May 13 presentation by Jose M Reyes and Gretta Fernandes to the Gen ED committee.
3. The group reviewed the presentation by Pamela Brown, Asm Delowar Hossain and Kara Pasner to the May 13 Cue Conference. The interest and enthusiasm in the groups work expressed by faculty at peer institutions was noted.
4. The group discussed the Council of Academic Affairs (COA) report and suggested several possible dates.
5. The group reviewed its major October 2016 task: The Train the Trainer Workshops, attended by Department CC liaisons and Gen Ed CC Working Group members.
6. The importance of scheduling one-on-one support sessions with Gen Ed CC Working Group members and Department CC Liaisons was noted. It is important to schedule these by October 21. Working group members are advised to assist Departmental CC Liaisons in organizing and planning workshops. The excellent workshop organized by Dental Hygiene was discussed and offered as a template for other departments in organizing their own workshops.
7. The importance of supporting Department CC Liaisons was noted. Important questions were discussed as to how to best identify departmental goals, how to select the most appropriate Gen Ed Student Learning goals, identifying the audience and planning the workshop.
8. The scheduling for share-outs with Deans and Departmental Liaisons is to be discussed at the next meeting.