**New York City College of Technology**

**IDS Committee**

Meeting minutes for March 21, 2024

**Attendance**: Reneta Lansiquot, Sean MacDonald, Monica Berger, Tamrah Cunningham, Ezra Halleck, Amanda Almond, Wanett Clyde, Olufemi Sodeinde, Laureen Park, Christopher Swift, Gwen Cohen-Brown, Isis Marsh

**Excused**: Candido Cabo, Denise Sutton, Robert Walljasper

**Meeting Start Time: 1:00pm**

1. Approval of minutes from February 25, 2024
   * Motioned: Tamrah Cunningham
   * Seconded: Sean MacDonald
2. Recommendation vote for new and existing courses
   * Discussion of course review for **Introduction to Girlhood**, Proposers: Renata Ferdinand and Mery Diaz (AFR and HUS)
     + Course reviewed by Gwen Cohen Brown, Isis Marsh, Wynett Clyde, and Olufemi Sodeinde
     + Vote tabled until next meeting - Gwen Cohen Brown motioned, Christopher Swift seconded – approved unopposed.
     + Course review feedback will be provided to course proposers with an invite to provide clarification at next.
   * **HEA 2112 The Evolving Face of Race, Class, and Gender Identity**, Proposer: Debarati Biswas
     + Amanda Almond reviewed course and will send email regarding guest lecture model
     + Vote to approve course - Gwen Cohen Brown motioned, Wanett Clyde seconded. Approved unopposed.
3. ID syllabi review form update, Reneta D. Lansiquot and Sean P. MacDonald

* Plan to send reminder before start of the semester to all ID courses about guest lecturer percentage (20% of number of class meetings)
* Questions to add to form:
  + How many times per week does the course meet – 1x or 2x a week
  + How many quest lecturers – does it meet the ID requirement
* Amanda Almond will modify form access to permit Reneta D. Lansiquot and Sean P. MacDonald editing capabilities and make minor changes

1. Meeting with AIRE (February 22) regarding MSCHE ID assessment and rubric,   
   Reneta D. Lansiquot

* Continued variation use of the value AACU rubric but cannot duplicate Gen Ed rubric
* Sean MacDonald, Reneta D. Lansiquot, and Abdou Bah will be first to use rubric
  + - * Focus on ID concept, the originality of it, and to what extent are the first two learning outcomes met, which are Synthesis and Integration
      * Next semester
        + determine which courses require evaluation
        + copy Pam on all problematic courses
        + courses should have schedule for review

1. Simple Syllabus demo meeting (February 28), Reneta D. Lansiquot

* Beginning next semester college is requiring use of a simple syllabus (certain date such as accessibility information, grading format, etc. cannot be modified)
* College will have access to all course syllabi to determine compliance through Brightspace connection
* Jose Diaz from Academic Technologies and Online Learning (ATOL), formerly iTEC, explained there will be a simple method to extract all ID courses and to generate a section list for all guest lecturers to provide a seamless detection effort for the ID committee
* Sean MacDonald and Reneta D. Lansiquot will follow up with Provost to inquire when the Simple Syllabus for Brightspace is going to be implemented with ID additions

1. Common Ground: Making Connections in Interdisciplinary Place-Based Learning

* Call for proposal update - 11 proposal up to date (2 from City Tech, half from CUNY, rest from outside universities)
* Amanda Almond presented proposal reviewer form with follow up discussion for edits
* Updates from committee members - Denise and Robert not present- discussion on logo and social events tabled until next meeting.
* Monica Berger will work on webpage for conference registration, social event information, and program
* Proposal review process
  + Amanda Almond, Sean MacDonald, and Robert Walljasper excluded from reviewing proposals because they submitted a proposal. Reneta D. Lansiquot will make “desk rejection” decisions.
  + Assigned reviewers will review three proposals.
* Reneta Lansiquot will assign and email ID Committee members proposals for review due by April 8th
* Room selection for conference to be decided after proposal acceptance. Rooms have already been reserved.

**Good and Welfare:** Graduate School Fair, April 11, 11:30am – 2:30pm  
Academic Complex Lobby

**Next meeting:** Monday, April 15, 1-2 pm via Zoom