The meeting was called to order at 4:03 p.m.

There were present:

**Committee Members:**
- Hon. Wellington Z. Chen, Chair
- Hon. Rita DiMartino
- Ms. Ana Paola White, student member
- President Russell K. Hotzler, COP liaison

**Ex-officio:**
- Hon. Philip Alfonso Berry

**Trustee Observers:**
- Hon. Terrence F. Martell
- Hon. Muhammad W. Arshad

**Trustee Staff:**
- Senior Vice Chancellor and Secretary of the Board Jay Hershenson
- Deputy to the Secretary Hourig Messerlian
- Ms. Towanda Lewis

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Committee Chair Wellington Chen welcomed Interim Executive Vice Chancellor and University Provost Julia Wrigley to the Committee, as well as Ms. Ana Paola White, the new student member.

The agenda items were considered and acted upon in the following order:

I. **ACTION ITEMS:**

A. **APPROVAL OF THE MINUTES OF THE MEETING OF NOVEMBER 4, 2013.** The minutes were approved as submitted.

B. **POLICY CALENDAR**

1. **Baruch College – BA in Communication Studies.** Interim Executive Vice Chancellor and University Provost Julia Wrigley stated that this proposed degree will offer students opportunities to concentrate in one of four areas: interpersonal and group communications, intercultural and international communications, rhetoric in public advocacy, or digital communication and culture. The program offers both the rigor of a traditional liberal arts degree, and skills that lead directly to employment in such fields as human resources, public relations and advertising.

   Following discussion, the item was approved for submission to the Board.

2. **The School of Professional Studies – BA in Human Relations.** Dr. Julia Wrigley stated that this proposed degree completion program for students with at least one year of college credits combines courses in business with courses in applied humanities and social sciences. The program will provide students with an understanding of human
behavior in the workplace environment through a mastery of such topics as conflict resolution, business communications, adult learning, theory and leadership. Graduates of this program will be prepared for entry level positions in such areas as human resources and customer service.

In response to a question from Vice Chairperson Philip Berry, School of Professional Studies (SPS) Dean John Mogulescu stated that preparation for the workforce is crucially important for the students, and this particular degree, which is interdisciplinary and spread across a wide spectrum, will prepare the students. It is a classroom-based degree. Hopefully, SPS will attract large number of students, and what SPS learns can be transferred to other programs throughout the University as well.

SPS Distinguished Lecturer Carol Robbins added that this curriculum emerged after extensive research on the skills that employers are looking for in this area.

Vice Chairperson Berry stated that he would like to commend this program. Individuals will need to buttress their skills and competencies with additional knowledge from a technical standpoint in order to really prepare themselves for certain types of jobs. Expectations are going to be high so CUNY needs to make sure that students are well-prepared.

Following discussion, the item was approved for submission to the Board.

3. Borough of Manhattan Community College – AS in Community Health Education. Dr. Wrigley stated that this degree program will cover such topics as nutrition, sexuality, drug use and stress. Graduates will be prepared both to transfer to a senior college to continue their studies in community health, and for direct employment. There is an articulation agreement with the BS in Community Health Education program at York College. Positions for which graduates will be immediately suitable include Medicaid Service Coordinator, HIV Prevention Specialist and Youth Development Coordinator.

In response to a question from University Student Senate (USS) Chair and Trustee Muhammad Arshad, Dean Erwing Wong stated that whenever BMCC secures an articulation agreement with a senior college, it posts the agreement on the website of the academic advisement transfer center so that the students can readily access this information digitally. Subsequent changes will also be made available to the students through this website.

Acting Provost and Senior Vice President Robert Messina added that once an agreement is approved it will be advertised fully through posters—appearing mostly in the subways of New York City.

Associate Professor Lesley Rennis further added that the College is very excited to be able to offer students something that is related to health but in an area that they may not be familiar with. The College has a number of undeclared health majors, who are interested in opportunities and careers in health, but who only know about nursing and respiratory therapy programs.

In response to a question from Vice Chairperson Berry, Associate Professor Rennis stated that there are a lot of community agencies that hire community health workers who have no educational background in this field. This program will provide a great opportunity for students to actually receive educational instruction to help them in careers in community health work.
Committee Chair Chen stated that Vice Chair Berry has a great suggestion because given the proximity not only to the September 11th Memorial area and to the Chelsea Health Clinic—previously, the Chinatown Health Clinic created by former CUNY Trustee Thomas Tam—there are a lot of nursing and healthcare workers within the catchment area.

In response to a question from Ms. Ana Paola White, Associate Professor Rennis stated that this program would parallel with other pre-health professions at BMCC which include nursing and respiratory therapy; however, it would not capture some of the more technical classes.

Following discussion, the item was approved for submission to the Board.

4. **New York City College of Technology – BS in Professional and Technical Writing.** Dr. Wrigley stated that this proposed degree program—the first of its kind at CUNY—will provide students with both a content specialty in professional fields such as technology, science or business and the skills to convey specialized information to lay audiences such as end-users and consumers in both print and digital platforms through both language and images. Graduates will be prepared for direct employment in a broad range of professional areas that include business, government, technology, health professions and grant writing.

USS Chair and Trustee Arshad stated for the record that this looks like a great program.

Vice Chairperson Berry stated that this program is very important because the art of writing is being sorely lost. He added that all of the three proposed programs that have been introduced to the Committee begin to address state-of-the-art situations where CUNY can provide people with the right competencies.

Following discussion, the item was approved for submission to the Board.

5. **College of Staten Island – Establishment of the School of Health Sciences.** Dr. Wrigley stated that the creation of the School of Health Sciences with the Departments of Nursing and Physical Therapy as founding departments will provide CSI with an organizational structure more conducive to external fund raising, research, and resource collaboration between these two departments and others that may be established later. Programs of the School, although different in subject matter, will have similar clinical instruction and placement needs, licensure, and accreditation by discipline-specific bodies. The School of Health Sciences will join the recently established schools of education and business at CSI.

Following discussion, the item was approved for submission to the Board.

6. **City College - Resolution to Award Honorary Degrees at the College’s Commencement Ceremony on May 30, 2014.**

1) Lillias White Doctor of Fine Arts
2) Millard Drexler Doctor of Humane Letters
3) Henry Perahia Doctor of Science

Following discussion, the item was approved for submission to the Board.
II. INFORMATION ITEMS:

A. Report by Interim Executive Vice Chancellor and University Provost Julia Wrigley

Dr. Wrigley stated that originally Hunter College added an item to this agenda for the establishment of a Department of Women and Gender Studies, but then decided to bring it for the Board's approval at a later date, as it had only a few faculty members at this stage of the department's development. The College wants to create a timeline to show their overall plan for building the department. It is already a very popular field at Hunter College, but many of the faculty members have primary appointments elsewhere and a department needs to have five faculty members.

The meeting was adjourned at 4:22 p.m.