

**MINUTES OF THE ACADEMIC SENATE OF QUEENS COLLEGE**  
Kiely Hall, room 170

De

1. **The Holder of the Chair, Elizabeth Lowe, called the meeting to order at 3:50 p.m.**

2. **Approval of Agenda:**

MOTION: Duly made, seconded, and passed:

"To adopt the agenda."

3. **Approval of Minutes:**

MOTION: Duly made and seconded:

"To approve the Academic Senate meeting minutes of November 13, 2003, as distributed."

Editorial correction (Sang): On page 31, Undergraduate Curriculum report item 2.a, the last line should read, "Group Instruction in Voice (Music 166)....."

The minutes were adopted, as amended.

4. **Announcements, Administrative Reports, and Memorials:**

- a. Dean Ann Cohen, Acting Dean of Academic Support and Development, gave an overview of her new responsibilities and how those responsibilities developed due to changes in personnel. She spoke of the programs that come under her purview that support students academically. Dean Cohen spoke of the opportunities for the College and students, including general education, Writing Across the Curriculum, the enhancement of learning communities and the integration of student support services. Ongoing challenges include the College Preparatory Exam (CPE), advising for students, and the development of an additional array of W courses. There were no questions.
- b. The Chair announced that Ken Lord will serve as Parliamentarian in the absence of Dave Fields. Mr. Fields was called by the Chancellor to attend the Cabinet meeting.
- c. The Chair announced that two additional faculty members were elected to the Dean of Students Search Committee: Frances Curcio and Patrick Brock.
- d. The Chair announced that Rita Aiello, Music School, was elected as At Large Delegate from the Arts and Humanities Division.
- e. The Chair urged the body to check out the Senate Web site, which has a new look but is still under construction. Contact us if you have any suggestions.
- f. At the last meeting, the body voted to move the microphones to the front of the room. The Chair announced that a compromise was made, keeping the mikes in the middle but having a hand mike available in the front.

## ACADEMIC SENATE MINUTES, December 11, 2003

### 5. Committee Reports:

#### a. Nominating Committee Report (Kaufmann):

##### i. Committee on Undergraduate Admissions and Re-entry Standards:

###### a) The following faculty members were nominated:

Harvey Gram	Social Sciences	(to Dec. 2005)
Alan Brandman	Arts & Humanities	(to Dec. 2005)
E. Gordon Whatley	At Large	(to Dec. 2004)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

###### b) The following students were nominated:

Elliot Schimel	Arts & Humanities	(to Dec. 2005)
Kristal Tang	At Large	(to Dec. 2004)
Helen Gold	Social Sciences	(to Dec. 2004)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

##### ii. Campus Affairs Committee:

###### a) The following faculty members were nominated:

Marion Newman	(to Dec. 2005)
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Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominee."

###### b) The following students were nominated:

Wendy Chan	(to Dec. 2005)
Ali R. Ahmadi	(to Dec. 2005)
Jennifer Padilla	(to Dec. 2004)
Christina Howell	(to Dec. 2004)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

##### iii. Campus Environment Committee:

###### a) The following faculty members were nominated:

Julie Mankiewicz	Math & Natural Sci.	(to Dec. 2005)
Frederick Purnell	Social Sciences	(to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

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### M O R E

5.a. continued

b) The following students were nominated:

Rachel Geneste      Math & Natural Sci.      (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominee."

#### iv. Elections Committee:

a) The following faculty members were nominated:

Manuel Sanudo      (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominee."

b) The following students were nominated:

Hemlata Sawlani      (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominee."

#### v. Graduate Curriculum Committee:

a) The following faculty members were nominated:

Alice Artzt      Education      (to Dec. 2005)

John Magel      Math & Natural Sci.      (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

b) The following students were nominated:

Patrick Yu      Education      (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominee."

#### vi. Graduate Scholastic Standards Committee:

a) The following faculty members were nominated:

Howard Wasserman      Math & Natural Sci.      (to Dec. 2005)

Lynn Howell      Education      (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

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**M O R E**

5.a. continued

**vii. International Student Affairs Committee:**

a) The following faculty members were nominated:

Helene Furani (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominee."

b) The following faculty members were nominated from the floor:

Monica Casco

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominee."

c) The following students were nominated:

Zeeshan Suhail (to Dec. 2005)  
Nadege Gilles (to Dec. 2004)  
Francine Binns (to Dec. 2004)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

**viii. Policy Board on Administration:**

a) The following faculty members were nominated:

Philip Ramsey (to Dec. 2005)  
Kevin Birth (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

b) The following students were nominated:

David J. Rozner (to Dec. 2005)  
Michelle Rivera (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

**ix. Committee on Teaching Excellence and Evaluation:**

a) The following faculty members were nominated:

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Janine Graziano-King (to Dec. 2005)  
Claudia Perry (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

**M O R E**

5.a. continued

b) The following students were nominated:

Zachery Grossman (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominee."

**x. Undergraduate Curriculum Committee:**

a) The following faculty members were nominated:

Joel Lidov Arts & Humanities (to Dec. 2005)  
Peter Liberman At Large (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

b) The following students were nominated:

Imtaj Ripon Math & Natural Sci. (to Dec. 2004)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominee."

**xi. Undergraduate Scholastic Standards Committee:**

a) The following faculty members were nominated:

William Emerson Math & Natural Sci. (to Dec. 2005)  
David Leventhal Social Sciences (to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

b) The following students were nominated:

Leora Tanzman At Large (to Dec. 2005)  
Denise Aliano At Large (to Dec. 2005)  
Joanne Mason Evening (to Dec. 2004)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

**xii. Special Committee on Governance:**

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No nominations

**M O R E**

5.a. continued

**xiii. Special Committee on Technology and Library:**

a) The following faculty members were nominated:

Shelly Warwick	Social Science	(to Dec. 2005)
Eva Fernandez	Arts & Humanities	(to Dec. 2005)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

b) The following students were nominated:

Ari Bronstein	Arts & Humanities	(to Dec. 2005)
Francine Binns	Math & Natural Science	(to Dec. 2004)

Seeing no further nominations, the Chair asked the Secretary "to cast one ballot for the nominees."

**b. Undergraduate Curriculum Committee (Lord):**

MOTION: Duly made and passed:

"To adopt the recommendations of the Undergraduate Curriculum Committee report dated 11/13/03."

**1. Biology (03-42)**

a. Courses to be removed from reserve.  
BIOL 022 . Introduction to Human Physiology

**2. Music (03-43)**

a. Change in prerequisite, to read:  
  
261. Music for Children (Elementary Education).  
3 hr.; 3 cr. Prereq.: Education 344.

**3. Media Studies (03-45)**

a. Change in repeating for credit, to read:  
  
MEDST 342, 342W: VT. Special Topics in Genre

b. Change in repeating for credit, to read:

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MEDST 344, 344W. VT: Special Topics in National Cinemas.

### M O R E

5.b. continued

#### 4. Physics (03-46)

a. Change to the requirements for the Physics major (expected date of implementation Fall 2004)

##### To read:

##### **BACHELOR OF ARTS DEGREE**

##### **The Physics Option**

**Core Requirements:** Physics 145, 146, 233, 234, 235, 237, 242, 260, 310, 322, 365, and 377.

**Elective Requirements:** Two 3 or 4 credit physics courses at the 200 level or above (excluding Physics 204 and 207).

**Math Requirements:** The calculus sequence through Math 201.

##### **The Applied Physics Option**

**Core Requirements:** Physics 145, 146, 221, 227, 233, 235, 237, 242, 260, 265, 310, and 377.

**Elective Requirements:** One 3 or 4 credit physics course at the 200 level or above (excluding Physics 204 and 207) and one 3 or 4 credit science/mathematics course approved by the department.

**Math Requirements:** The calculus sequence through Math 201.

b. Change in title, to read:

PHYS 145. Principles of Physics I.

c. Change in title, to read:

PHYS 146. Principles of Physics II.

d. Change in description, to read:

227. Physical Principles of Telecommunications.

3 hr.; 3 cr. Prereq.: Physics 103, or 122, or 146.

Fundamental concepts and recent trends in radio, television, telephony, and computer networks are addressed. Topics include analog and digital signal processing, information theory and coding, coax and fiber transmission, antennas, and satellites.

e. Change in description, to read:

242. Thermodynamics.

3 hr.; 3 cr. Prereq.: Physics 146, Mathematics 201.

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Thermodynamic systems in equilibrium, entropy, thermodynamic potentials, phase transitions, and kinetic theory.

- f. Courses withdrawn:
  - i. Physics 230, 255, 311, 312 and 378.

### MORE

#### 5.b. continued

- g. Change in description and title, to read:

237. Mechanics.

4 hr.; 4 cr. Prereq.: Physics 146, 233, Mathematics 201.

Development of Classical Mechanics covering Newton's Laws, conservation theorems, oscillations, Lagrange and Hamilton formulations, central force motion, non-inertial systems and rigid body motion.

- h. Change the title, number, and prerequisite, to read:

260. Introduction to Modern Physics. 4 hr.; 4 cr. Prereq.: Physics 237.

- i. Change in description, to read

233, 234. Intermediate Methods of Mathematical Physics. 3hr.; 3 cr. each sem. Prereq.: Physics 122, or 146, Mathematics 201. Specific mathematical methods used in advanced courses in physics. 233. Differential equations, vector differential and integral calculus. 234. Laplace transforms, Fourier analysis, complex analysis.

- j. New courses:

310. Electromagnetism.

4 hr.; 4 cr. Prereq.: Physics 122 or 146 and 233.

Electrostatics, boundary value problems, electric fields in matter, magnetostatics, Maxwell's equations, electromagnetic waves, radiation.

243. Thermodynamics and Statistical Mechanics. 4 hr.; 4 cr. Prereq.: Physics 146, Mathematics 201. This course covers the thermodynamic laws and potentials, entropy, phase transitions, and classical and quantum statistical physics with application to physical systems.

345. Solid State Physics. 4 hr.; 4 cr. Prereq.: Physics 243 and 260. Students will be exposed to basic ideas of the modern physics of solids. Crystal symmetry and reciprocal lattice will be covered in conjunction with experimental methods designed to study the structure of solids. Vibrational, electrical, magnetic and optical properties of solids will be considered on the basis of the quantum mechanical description.

390. Internship. 135 hrs, 3 cr. Prereq.: a letter of acceptance detailing the research project from the program/company to which the student is applying; permission of the Physics major adviser. The student's grade will be determined by both the employer's and faculty sponsor's evaluations of the student's performance, based on midterm and final reports.

395W. Senior Research Project I. 6 hr.; 2 cr. Prereq.: 3.0 departmental average; completion

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of at least 9 credits in physics at the 200 level or above, permission of the department. The first semester of a two-semester sequence (395, 396). The student will engage in significant research under the supervision of a faculty mentor, and will complete a paper covering background, techniques, and status of the research.

### M O R E

#### 5.b. continued (New Courses)

396W. Senior Research Project II. 9 hr.; 3 cr. Prereq.: Completion of PHY 395 with a minimum grade of 3.0. A continuation of PHY 395, where the student will complete his or her research project, and summarize the results in a research paper and talk. The written and oral presentations will be evaluated by a committee consisting of the faculty mentor and two other faculty members.

#### k. Change in title, to read:

PHYS 365. Principles of Quantum Mechanics

#### l. Change in description, to read:

322. Optics. 3 hr.; 3 cr. Prereq: Physics 310. Advanced geometric optics and theory of optical instruments; interference and its applications; Fresnel and Fraunhofer diffraction, diffraction gratings; theory of polarization of light; interaction of light with matter: dispersion, absorption, reflection, birefringence.

#### m. Change in credits, to read:

Physics 103. 3 hr. lec., 2 hr.lab; 4 cr.

#### n. Addition of a new degree: Bachelor of Science in Physics.

### BACHELOR OF SCIENCE DEGREE

**Core Requirements:** Physics 145, 146, 233, 234, 235, 237, 243, 260, 310, 322, 345, 365, 377.

**Elective Requirements:** At least one 3 or 4 credit physics course at the 200 level or above (except Physics 204 and 207) and two science/mathematics courses approved by the department.

**Math Requirements:** The calculus sequence through Math 201.

#### o. Editorial Changes

Remove Physics 118 as a prerequisite for Physics 204, 207, 221, 225, 230, 233, 234, 237, and 242 because Physics 118 is not offered by the department. **Note:** Physics 118 has been replaced by Physics 122 and 146. Either Physics 122 or 146 may serve as a prerequisite for Physics 204, 207, 221, 225, 230, 233, 234, 237, and 242

Change the prerequisite for Physics 377 from Physics 355 to Physics 235 because Physics 355 was renamed to Physics 235 two years ago.

#### c. Graduate Curriculum Committee (Engel):

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i. MOTION: Duly made and passed:

“To adopt the Changes in a Degree Program recommendations of the Graduate Curriculum Committee report dated 11/5/03, pages 1-10.”

**M O R E**

5.c. continued

### Changes in a Degree Program

#### AI.5B.1 ENGLISH - HEGIS CODE 1501.01

Change in requirements for the Master of Science in Education Degree, to:

2. Course requirements for students specializing in English include the following: 15 credits in English, including English 702 (Methodology for English - Education Students), English 703 (Composition Theory and Literacy Studies) and English 662 ( The English Language). Students who have taken the undergraduate equivalent of English 662 (e.g., English 290 at Queens) should substitute a literature course.

#### AI.5B.2 ENGLISH - HEGIS CODE 1501

Change in requirements for the Master of Arts Degree, to:

The Literature Sequence

1. Take a minimum of 30 credits in English (which may include certain related courses with the permission of the department) with an average grade of B or above. The program must include a graduate course in methodology, a course in literature before 1800, exclusive of Shakespeare, and a graduate course in literary criticism - unless the student has had an equivalent course as an undergraduate. Students will not receive credit for more than four courses at the 600 level for the MA degree and the CUNY Doctoral Program will not accept more than two 600 level courses.
2. Write a satisfactory thesis on an approved subject in English or American literature or the English language. The thesis may not be undertaken until the candidate has passed one or more courses at the 700 level with a grade of at least B. A student may also satisfy the thesis requirement by submitting three extended documented papers completed in courses. These must be of at least 4500 words; must be in fields not closely related; and must be accompanied by certificates from the instructors for whom they were written, indicating that the papers are adequate both in form and content to be submitted for the thesis. The student must indicate to the instructor by the fifth week of classes an intention to prepare a term paper for eventual submission to meet this requirement. Thesis credit cannot be granted for course paper retroactively. Following the acceptance of the thesis (or the three essays submitted in place of the thesis), the candidate will meet with the three readers for a one-hour examination that will combine a defense of the thesis (or essays) with an opportunity for assessment of the educational outcome of the student within the MA program.

#### AI.5B.3 MUSIC - HEGIS CODE 1004

Change is requirements for Master of Arts in Music Degree, to:

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- c) A reading proficiency examination in French, German, or Italian is required of all students majoring in Music History, Music Theory, and Composition, and of classical performance majors who are singers or pianists specializing in vocal accompanying. All other classical performance majors may substitute an examination in foreign musical terms for the language examination.

**M O R E**

5.c. continued

For students in composition, a language other than French, German, or Italian may be permitted at the discretion of the head of the composition program. In addition, students in composition must pass the examination in foreign musical terms.

AI.5B.4            **EDUCATIONAL AND COMMUNITY PROGRAMS - EDUCATIONAL LEADERSHIP HEGIS CODE 0828**

Note:     Change of Program Title from Administration and Supervision to Educational Leadership. All courses previously listed as ECPAS are now to be listed as ECPEL.

Change in requirements for the Advanced Certificate Program for Educational Leadership, to:

The Queens College Educational Leadership Program is a 30 credit, part-time evening course of study. It usually takes an average of two years to complete the New York State certification as a School Building Leader.

Both Baccalaureate and Master's degrees from approved post secondary institutions are required. If it is deemed advisable, Queens College may specify certain graduate courses to be completed before the candidate is admitted to the program. Evidence of scholarship and academic achievement at the undergraduate and graduate levels is considered (i.e., minimum undergraduate GPA of 3.0 and 3.5 in graduate-level studies.)

A minimum of three years of successful full-time teaching experience in a public, private, or parochial school, or at the college or university level, at least one year of which has been in the past five years is required (unless within the past five years there has been professional contacts with school children in the position of curriculum coordinator, supervisor, counselor, etc.)

In selecting students for matriculation for the program the faculty:

- (1.)            Interviews each applicant;
- (2.)            Obtains recommendations from employers;
- (3.)            Reviews undergraduate and graduate transcripts, and;
- (4.)            Assesses the amount and quality of the candidate's professional experience

Course Credits For Program:

The completion of 10 (3 credit) courses offered in the Graduate Program in Educational Leadership for a total of 30 credits. All courses offered in the program are mandatory. There are no electives.

Required Courses:

ECPEL 880: Leadership Theory and Practice (1 semester; 3 credits)

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ECPEL 881: Curriculum and Supervision (1 semester, 3 credits)

ECPEL 882: School Finance (1 semester, 3 credits)

ECPEL 883: Human Relations (1 semester, 3 credits)

ECPEL 885: Legal problems in Education (1 semester, 3 credits)

**M O R E**

5.c. continued

ECPEL 886: Management of Teaching and Learning (1 semester, 3 credits)

ECPEL 887: Technology for School Leaders (1 semester, 3 credits)

ECPEL 888: Critical Issues and Guidelines (1 semester, 3 credits)

ECPEL 890: Field Experience (1 semester, 3 credits)

ECPEL 894: Supervisory Practicum (1 semester, 3 credits)

ii. MOTION: Duly made and passed:

“To adopt the New Courses recommendations of the Graduate Curriculum Committee report dated 11/5/03, pages 11-13.”

Typo p. 12: ECPEL 882 should read ...a three credit course...

**New Courses**

AII.5B.1      **MUSIC**

767. Topical Course in Performance. 2 hrs.; 2 cr. Prereq. or Co-req. may vary according to the topic. Topic may change each time; projected topics include conducting for composers (and other musicians who may need to conduct) and Baroque accompaniment for keyboard players (i.e., realizing a *basso continuo*). May be repeated for credit if topic is different.

Projected Enrollment: Variable, depending on the number of students in a given concentration (e.g., composition at any one time).

Projected Frequency: We anticipate the course will be offered at least once a year.

AII.5B.2      **SCHOOL OF EARTH AND ENVIRONMENTAL SCIENCES**

GEOL 761. Field Methods in Hydrology. 3 weeks, 3 cr. Offered in summers, primarily at Caumsett State Park and Queens College Campus. Pre-req. 745. Application of the latest techniques for sampling, monitoring and evaluating groundwater and surface water systems. Emphasis on drainage basin analysis, aquifer testing selected geophysical techniques, and hydrologic software application.

Projected Enrollment: 10-20

Projected Frequency: Alternate summer

GEOL 766. Analytical Techniques in Environmental Geosciences. 2 hrs. lec.; 3 hrs. lab; 3 cr. Pre-req.: Permission of instructor. Geological, geochemical and hydrological techniques used to analyze samples from various aqueous environments. Emphasis on laboratory analysis including instrumentation and application of requisite software.

Projected Enrollment 10-20

Projected Frequency: Every third semester

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### M O R E

5.c. continued

#### AII.5B.3 EDUCATIONAL AND COMMUNITY PROGRAMS

ECPEL 882. School Finance. 3 hrs., 3 cr. ECPEL 882 is a three credit course in the Graduate Program in Educational Leadership that seeks to provide knowledge in the area of school finance and budgeting practices as they relate specifically to New York State public schools and apply them to problems of practice.

Projected Enrollment: 25

Projected Frequency: Offered each Fall and Spring

iii. MOTION: Duly made and passed:

“To adopt the changes recommended by the Graduate Curriculum Committee in their report dated 11/5/03, pages 14-19.”

#### ENGLISH

AIV.5B.1 Change in Course Title and Description, to:

English 662 The English Language. 2 hr. + conf.: 3 cr. Structure and development of Modern English including the historical evolution of the English language, current ideas on language acquisition, geographical and cultural diversity in language use (dialects, pidgins and creolization), standard English phonology, morphology, syntax and semantics.

#### MUSIC

AIV.5B.2 Change in Course Hours, to:

792. Orchestra. 5 hrs.; 1 cr.

793. Symphonic Wind Ensemble. 4 hrs.; 1 cr.

794.1. Vocal Ensemble. 3 hrs.; 1 cr.

794.2. Collegium Musicum (Renaissance and Baroque Instrumental Ensemble). 3 hrs.; 1 cr.

794.3. Baroque Ensemble. 3 hrs.; 1 cr.

794.4. Note Bene (Contemporary Instrumental Ensemble). 2 hrs.; 1 cr.

794.5. Brass Ensemble. 2 hrs.; 1 cr.

794.6. Percussion Ensemble. 2 hrs.; 1 cr.

794.7. Jazz Ensemble. 3 hrs.; 1 cr.

#### GRADUATE SCHOOL OF LIBRARY AND INFORMATION STUDIES

AIV.5B.3 Change in Course Title and Hours, to:

GLIS 745 Online Research. 3 hrs., 3 cr.

M O R E

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5.c. continued

### SECONDARY EDUCATION AND YOUTH SERVICES

AIV.5B.4 Change in Course Hours, to:

SEYS 767. Workshop in Secondary Education. Prereq.; Basic undergraduate or graduate courses in curriculum and methods of teaching a specific subject in secondary school; coreq.; Secondary school teaching. May be repeated for credit if topic is change.

<u>SEYS 767.1</u>	<u>1 hr.; 1 cr.</u>
SEYS 767.2	2 hr.; 2 cr.
SEYS 767.3	3 hr.; 3 cr.
SEYS 767.4	4 hr.; 4 cr.

### EDUCATIONAL AND COMMUNITY PROGRAMS

AIV.5B.5 Change in Course Title and Description, to:

ECPEL 887. Technology for School Leaders.

ECPEL 880 Leadership Theory and Practice. 3 hrs., 3 cr. Study of the principles, concepts and processes of educational administration. Will include the administrative aspects of organizational patterns, supervisory practices, instructional programs, governance of personnel, managerial and leadership styles, improvement of instruction and community relationships with the school.

ECPEL 888. Critical Issues and Guidelines. 3 hrs., 3 cr. Study of the principles, concepts and processes of educational administration. Will include the administrative aspects of organizational patterns, supervisory practices, instructional programs, governance of personnel, managerial and leadership styles, improvement of instruction and community relationships with the school.

### ENGLISH

AIV.5B.6 Change in Course Description and Title, to:

702. Graduate Methodology for English/Education Students. 2 hr. plus conf.; 3 cr. Training in current research methods on literature combined with an understanding of contemporary literary and cultural criticism, along with the elements of literary and cultural theory needed to understand such criticism. In addition to frequent library assignments, a major research paper will be required.

6. MOTION: Duly made, seconded and passed:

"To adjourn."

The meeting was adjourned at 4:25 p.m. The next Special Academic Senate meeting will be held on Thursday, February 19, 2004.