

## CAEAS Meeting Minutes – November 18, 2021

Present: Victor Brown, Tanja Haxhoviq, Andrea Boyar, Abigail Mellen, Sheila Blachman, Shirley Vitiello, Sandra Campeanu

Guest: Professor Vincent Prohaska

Professor Campeanu told the committee that the CAEAS subcommittee that was formed in Spring 2021 to look at CR/NC options had reconvened to continue their work, by considering potential revisions to the current, standing Lehman Pass/Fail policy. The subcommittee has solicited input from all faculty and deans and will meet again to further discuss.

Next, the committee heard 7 proposals sent from the UCC that involved changes in LEH courses and curriculum requirements. Five of these proposals involved the same change – that the prerequisite number of credits needed to take an LEH35x course be changed. The CAEAS committee approved these changes unanimously. The remaining two proposals involved developing a new LEH250 course (to replace the current LEH100 course) and changing requirements so that Lehman students (who did not transfer to Lehman) would now have to take LEH250 and one LEH35x course (instead of two LEH35x courses). These two proposals were approved (6 yes, 1 abstain), contingent on the requirement that the LEH250 course description include a specification that a large proportion of the course be focused on academic content (sufficient to warrant 3 credits). The exact proportions of course material that will be orientation-based vs. academic content will be decided and specified as soon as possible.

The committee then voted unanimously to approve Graduation lists for this semester, pending successful completion of graduation requirements.

The committee then reviewed a document meant to provide clarification on existing and new grading policies. This was a follow-up to the information item (CUNY memo) that was reviewed at the last CAEAS meeting and discussed at the last Senate meeting, and this clarification document will be presented as an information item at the next Senate meeting.

One suggestion that arose at the last Senate meeting, when discussing grading policies, was related to INC grades. The suggestion was that we change the Lehman policy that requires missing work to be completed within 10 weeks into the following semester to 15 weeks instead (i.e., that students have until the end of the following semester to submit missing work). Lehman had previously instituted the 10-week rule, but CUNY guidelines only specify that the missing work must be submitted and the grade changed by the end of the following semester. The committee voted unanimously to approve this change, though a quorum was no longer present at this point in the meeting (two members had to leave by then).

Next meeting: January 19, 2022 (if necessary)

Respectfully submitted,  
S. Campeanu