

QUEENSBOROUGH COMMUNITY COLLEGE
Continuing Education Committee
MEMORANDUM

Department of Foreign Languages

To: Yuster, Richard, Secretary of the Steering Committee of the Academic Senate
From: Alaiz Losada, Susana, Chairperson
Date: June 15, 2012
Subject: Annual Report of the Committee on Continuing Education for 2011-2012

Committee Members: Alaiz Losada, Susana; Jankowski, Jeffery; Van Ells, Mark

Steering Committee Liaison: Rome, Barbara

President's Designee: Ward, Denise

Dates Met: October 12th, 2010; May 2nd 2012; May 16th, 2012

The committee met once in the fall, October 12th, 2011. The meeting was with Ms Denise Ward, committee members were introduced and all received copies of the Guide for Committee on Continuing Education and copies of the annual report of the committee for 2010-2011. Dean Ward gave an overview of the programs in which Continuing Education recently started. Among the mentioned programs were The Project Management Professional Certification, the Home Inspection Certification and the Medical Office Assistant Certification. Next, an update was provided of the grant-funded activities in which Continuing Education was participating. Among the funded initiatives were mentioned Campus Magnet, the TAADOL and CUNY Start. Regarding CUNY Start, Dean Ward explained that all decisions regarding this program were discussed and approved by the College. Possible future initiatives were discussed and Dean Ward mentioned many additional programs Continuing Education has provided and continues to provide such as Kids College.

In Spring 2012, the committee met on May 2nd, 2012. Dean Ward briefed the committee on the programs, grants and initiatives that are running by Continuing Education. Dean Ward provided an update of CUNY Start Program and explained that the program is being evaluated.

The final meeting of the year took place on May 16th, 2012. The committee members met with the new members of committee (2012-2013); the new members were introduced to the old members. They were made familiar with the role of the committee. New members elected the chair for the next year, Barbara Rome. Melinda Drini was elected as the new secretary.

Dean Ward has routinely communicated with the committee, in addition to the chairs of all academic departments regarding any new programs introduced by her before the CE catalog is published.