

Queensborough Community College  
The City University of New York

**MINUTES**  
**of the February 14, 2006 meeting of the**  
**Academic Senate**

President Eduardo J. Martí called the fifth regularly scheduled meeting of the Academic Senate to order at 3:05 p.m.

**I. Attendance:**

The complete Senate roster is available at [http://www.qcc.cuny.edu/Governance/AcademicSenate/academic\\_senate\\_roster.asp](http://www.qcc.cuny.edu/Governance/AcademicSenate/academic_senate_roster.asp)

Absent, as determined from the attendance sheet circulated at the meeting, were:

Absentees 17

Mark McColloch		
Stuart Asser	Phyllis Pace	Linda Stanley
Kathleen Villani	Richard Yuster	David Klarberg
Francis Cotty	Robert Kueper	
Regina Sullivan	Arthur Fu	Michael Nguyen
Abhishek Roka	Hye Rim Hahn	

**II. Consideration of minutes of the December 13, 2005 meeting:**

A **motion** was **made**, **seconded**, and **approved** to accept the December minutes. There were no negative votes and no abstentions.

**III. Communications from:**

**President Marti:**

President Eduardo J. Marti referred to his written report.

The College Convocation, called to discuss the Plan for Integrated Education (PIE) was a great success. Vice-President McColloch would be compiling comments offered during the convocation break-out sentences shortly.

Dr. Marti extended the college’s concern to Dr. McColloch regarding a family illness that had called the Vice-President to Cleveland for much of the coming week. Dean Karen Steele would be assuming responsibilities until Vice-President McColloch’s return.

Dr. Marti urged faculty members to contact members of the State Legislature regarding restoration of TAP funding for students, and the Basic Aid allocation of \$250.00 per student to SUNY and CUNY institutions. This spring, Queensborough has an enrollment of 12,011 as per Ms. Ann Tullio’s calculations.

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**IV. Senate Steering Committee:**

Dr. Philip Pecorino, Chair of the Academic Senate Steering Committee, opened his remarks by urging faculty to consider service on committees of the Academic Senate. The following items of Steering Committee Business were thereafter undertaken as follows:

- The possible options for balloting and reporting votes in the Academic Senate, in the wake of the New York State Court of Appeals Perez Decision, were reviewed. It was the consensus of the Senate that procedures should remain as determined by the December 13, 2005 Academic Senate. Votes will be recorded as affirmative, except where senators submit explicit negative votes or abstentions.
- Dr. Pecorino welcomed Dr. Gilmar Visoni to the Academic Senate in his new capacity as chair of the department of History.
- Dr. Pecorino welcomed Dr. Barbara Bonous-Smit to the Academic Senate Committee on Course and Standing.
- Dr. Pecorino welcomed Dr. Geoffrey Burleson to Academic Senate as a voting Member-at-large.
- Dr. Pecorino called for Senate endorsement of the following resolution:

Be it resolved that the Academic Senate:

1. approves of the creation of the Task Force on the Library, and
2. requires that the Chair of the Academic Senate Committee on the Library make monthly reports to the Senate (oral or written) on the progress of the Task Force, and
3. requires that the Chair of the Academic Senate Committee on the Library presents any proposals from the Task Force concerning the Library to the Academic Senate Committee on the Library and then, if needed, that committee will send its proposals and/or those of the Task Force to the Academic Senate for approval.

The motion to adopt this recommendation was **made, seconded,** and unanimously **approved.**

- A report on the minutes of the 316<sup>th</sup> Plenary Session of the **University Faculty Senate** of the City University of New York on Tuesday, January 31, 2006 was submitted by Dr. Susan Jacobowitz, QCC representative to this body, and received.
- Election of a Senate Parliamentarian to replace Dr. Pedro Meza, who is currently on TRAVIA leave, then proceeded.

Professor Alex Tarasko nominated Dr. Paul Weiss.

Dr. Kenneth Pearl nominated Dr. Peter Bales.

Following the closing of nominations, votes were taken by a show of hands:

Dr. Paul Weiss received 29 favorable votes.

Dr. Peter Bales received 20 favorable votes.

Dr. Paul Weiss was congratulated as the new Senate Parliamentarian.

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**V. Monthly Reports of Committees:**

**Committee on Committees:**

- Dr. Peter Bales nominated Dr. Laura Freedgood to complete the term for Devin Feldman on the Committee on Committees.

This motion was **made, seconded,** and unanimously **approved.**

**Committee for Academic Development/Elective Academic Programs:**

A report received from the Queensborough Community College Center for Teaching and Learning (CETL) was received and accepted as presented.

**Committee on Bylaws:**

Dr. Susan Jacobowitz, Chair of the Committee on Bylaws, recommended the adoption of the following motions as amendments to the Bylaws of the Academic Senate:

- **Motion: to include Higher Education Officers, Assistants and Associates (HEOs) as representatives on the Queensborough Community College Academic Senate.**

From:

Article I. Organization

Section 2.

[Paragraph One] The Academic Senate shall be composed of faculty, student, alumni and administrative representatives with full privileges and vote, and shall include: the President and five (5) administrators selected by him annually; eight (8) officers of Student Government, designated by virtue of office – seven (7) by the Day Student Government and one (1) by the Evening Student Government; one (1) alumni representative, to be selected annually in a manner prescribed by the Alumni Association.

[Paragraph Two] The faculty senators shall be elected in April to serve immediately upon election for three years and shall consist of the following: forty-one (41) faculty at large, elected by those who have been granted faculty rank, and shall not include members of the administration. The chairperson of each department shall also serve as a faculty senator. If a chairperson wishes to decline the office of senator, the department shall elect another representative to the Academic Senate. No more than five (5) faculty members totally shall be permitted to be from any one department. Two (2) full-time CLTs shall be elected by the full-time CLTs to serve with vote. One adjunct faculty member shall be elected at large by the adjunct faculty to serve with one vote.

[Paragraph Five] The election of the two (2) CLT members-at-large to the Academic Senate shall be conducted by the Committee on Committees. Nominations shall be made by petition signed by at least five (5) members of the full-time CLTs

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which may include the voting adjunct CLT. Elections shall be conducted in April by secret ballot of the full-time CLTs and the voting adjunct CLT. Elections shall be decided by plurality for a term of three (3) years. Vacancies shall be promptly filled using a list of the most recent election tally.

**Article VI. Voting**

**Section 1**

- a. Lecturers (full-time), Instructors, and the persons in Registrar series who have received notice of appointment on an annual salary basis for a third or later year of continuous full-time service, and all individuals in professorial titles who do not hold administrative positions shall have the right to vote for faculty representatives to the Academic Senate and to serve as faculty senators.
- b. All full-time college laboratory technicians shall have the right to vote for two (2) CLT representatives to the Academic Senate.
- c. Adjunct CLTs shall elect one (1) representative from among their number who shall cast one vote in the election of the two full-time CLT representatives to the Academic Senate and any other college-wide positions to which CLTs are elected. For purposes of this document, adjunct CLTs shall be defined as any person who is employed part-time as a CLT and who does not otherwise have voting rights as described in the appropriate sections of this document.
- d. Adjunct faculty shall be permitted to vote for one (1) adjunct representative to the Academic Senate upon receipt of the fifth continuous notice of reappointment.
- e. Persons having received notice of non-reappointment shall not have the right to vote for representatives to the Academic Senate or in the Academic Senate upon immediate receipt of such notice. Persons who have submitted a resignation shall not have the right to vote for representatives of the Academic Senate or in the Academic Senate immediately upon receipt of such resignation.
- f. Persons on leave shall retain the right to vote for representatives to the Academic Senate but shall not serve in the Academic Senate during the period of their leave.

To: (additions in bold)

Article I. Organization

Section 2.

[Paragraph One] The Academic Senate shall be composed of faculty, **CLT, HEO**, student, alumni and administrative representatives with full privileges and vote, and shall include: the President and five (5) administrators selected by him annually; **eight (8) officers of Student Government, designated by virtue of office**; and one (1) alumni representative, to be selected annually in a manner prescribed by the Alumni Association.

[Paragraph Two] The faculty senators shall be elected in April to serve immediately upon election for three years and shall consist

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of the following: forty-one (41) faculty at large, elected by those who have been granted faculty rank, and shall not include members of the administration. The chairperson of each department shall also serve as a faculty senator. If a chairperson wishes to decline the office of senator, the department shall elect another representative to the Academic Senate. No more than five (5) faculty members totally shall be permitted to be from any one department. Two (2) full-time CLTs shall be elected by the full-time CLTs to serve with vote. **Two (2) representatives from the Higher Education Officer series (HEOs) shall be elected by the full-time HEOs to serve with vote. The election of the two (2) HEO members-at-large to the Academic Senate shall be conducted by the Committee on Committees. Nominations shall be made by petition signed by at least five (5) members of the full-time HEOs. Elections shall be conducted in April by secret ballot of the full-time HEOs. Elections shall be decided by plurality for a term of three (3) years. Vacancies shall be promptly filled using a list of the most recent election tally.** One (1) adjunct faculty member shall be elected at large by the adjunct faculty to serve with one vote.

[Paragraph Five] The election of the two (2) CLT members-at-large to the Academic Senate shall be conducted by the Committee on Committees. Nominations shall be made by petition signed by at least five (5) members of the full-time CLTs which may include the voting adjunct CLT. Elections shall be conducted in April by secret ballot of the full-time CLTs and the voting adjunct CLT. Elections shall be decided by plurality for a term of three (3) years. Vacancies shall be promptly filled using a list of the most recent election tally.

Article VI. Voting

Section 1

- a. Lecturers (full-time), Instructors, and the persons in Registrar series who have received notice of appointment on an annual salary basis for a third or later year of continuous full-time service, and all individuals in professorial titles who do not hold administrative positions shall have the right to vote for faculty representatives to the Academic Senate and to serve as faculty senators.
- b. All full-time college laboratory technicians shall have the right to vote for two (2) CLT representatives to the Academic Senate.
- c. Adjunct CLTs shall elect one (1) representative from among their number who shall cast one vote in the election of the two full-time CLT representatives to the Academic Senate and any other college-wide positions to which CLTs are elected. For purposes of this document, adjunct CLTs shall be defined as any person who is employed part-time as a CLT and who does not otherwise have voting rights as described in the appropriate sections of this document.
- d. **All full-time members of the Higher Education Officer series as of [enter date the motion is approved by the Academic Senate here] shall have the right to vote for two (2) HEO representatives to the Academic Senate.**

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- e. Adjunct faculty shall be permitted to vote for one (1) adjunct representative to the Academic Senate upon receipt of the fifth continuous notice of reappointment.
- f. Persons having received notice of non-reappointment shall not have the right to vote for representatives to the Academic Senate or in the Academic Senate upon immediate receipt of such notice. Persons who have submitted a resignation shall not have the right to vote for representatives of the Academic Senate or in the Academic Senate immediately upon receipt of such resignation.
- g. Persons on leave shall retain the right to vote for representatives to the Academic Senate but shall not serve in the Academic Senate during the period of their leave.

This motion was **made, seconded, and approved** with no negative votes and three abstentions: Professor Anthony Kolios, Mohammad Rizk, and Damaris Taveras.

Dr. Pecorino indicated that the Committee on Committees would conduct elections for HEO representatives as part of its spring election procedures.

- **Motion: to Restructure the Committee** on Environment, Quality of Life and Disability Issues so that the charges reflect the following changes:

From:

- a. Formulate and recommend to the Academic Senate policies and practices pertaining to the College environment in matters of health, safety, security, maintenance and allocation of facilities;
- b. Evaluate and report to the Academic Senate on the administrative response to problems in the College environment;
- c. *Receive all pertinent information and requests for change in the allocation and use of all space and facilities;*
- d. Receive all proposals concerning naming and renaming campus facilities and make appropriate recommendations to the Academic Senate;
- e. Review and report on College Master Plan regarding facilities and the campus environment;
- f. Review the assessment of the campus with regard to services for students with disabilities and disability issues as the assessment relates and pertains to the campus environment and campus facilities and make appropriate recommendations to the Academic Senate.

To:

- a. Through a process that involves the administration, formulate and recommend to the Academic Senate policies and practices pertaining to the College environment in matters of health, safety, security, maintenance and allocation of facilities;
- b. Evaluate and report to the Academic Senate on the administrative response to problems in the College environment;
- c. Receive all proposals concerning naming and renaming campus facilities and make appropriate recommendations to the Academic Senate;

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- d. Review and report on College Master Plan regarding facilities and the campus environment;
  - e. Review the assessment of the campus with regard to services for students with disabilities and disability issues as the assessment relates and pertains to the campus environment and campus facilities and make appropriate recommendations to the Academic Senate.

350 This motion was **made, seconded**, and unanimously **approved**.

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- **Motion: to Restructure the Committee** on Academic Development so that the charges reflect the following changes:

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- a. Arrange for the presentation of lectures, seminars, workshops, and exhibits to specifically include effectiveness of instruction.
  - b. Review, evaluate, and report to the Academic Senate on the system of student evaluation of faculty.
  - c. Consult with the departments concerned, regarding specific programs being planned.
  - d. Consult with the coordinator of cultural events regarding scheduling of events.
  - e. Oversee and promote activities beneficial to elective programs such as the CUNY – BA/BS, International Studies, and Honors programs.

369 To:

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- a. Arrange for the presentation of lectures, seminars, workshops, and exhibits to specifically include effectiveness of instruction.
  - b. Review, evaluate, and report to the Academic Senate on the system of student evaluation of faculty.
  - c. Consult with the departments concerned, regarding specific programs being planned.
  - d. Consult with the Director of the Performing Arts Center and the Vice President of Institutional Advancement regarding scheduling of events.
  - e. Oversee and promote activities beneficial to elective programs such as the CUNY – BA/BS, International Studies, and Honors programs.

384 This motion was **made, seconded**, and unanimously **approved**.

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- **Motion: to Restructure the Committee** on Gallery and the Performing Arts so that the charges reflect the following changes:

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- a. Participate in administering the College Gallery.
  - b. Make recommendations and report to the Academic Senate on the purchase of all art and design objects for the campus.
  - c. Plan, recommend and participate in the implementation of all College art exhibits.
  - d. Select and recommend professional arts events to the Academic Senate and implement those approved.

- e. Participate in the planning and implementation of the Performing Arts Series.
- f. Consult with the coordinator of cultural events.
- g. Seek additional financial support for the Gallery and to increase the number of performing arts events at the College.

To:

- a. Participate in administering the College Gallery.
- b. Make recommendations and report to the Academic Senate on the acquisition of all art and design objects for the campus.
- c. Plan, recommend and participate in the implementation of all College art exhibits.
- d. Select and recommend professional arts events to the Academic Senate and implement those approved.
- e. Participate in the planning and implementation of the Performing Arts Series.
- f. Consult with the Director of the Performing Arts Center and the Vice President of Institutional Advancement.
- g. Seek additional financial support for the Gallery and to increase the number of performing arts events at the College.

This motion was **made, seconded,** and unanimously **approved.**

- **Motion: to Restructure the Committee** on Awards and Scholarships so that the charges reflect the following changes:

From:

Section 11. The Committee on Awards and Scholarships

The Committee on Awards and Scholarships shall consist of three (3) members of the instructional staff and one (1) student.

The Committee on Awards and Scholarships shall:

- a. Evaluate and recommend to the Academic Senate criteria and selection procedures for recipients of awards and scholarships.
- b. Select and recommend to the Academic Senate recipients for College awards and scholarships.
- c. Assist departments and coordinate administration of awards and scholarships.
- d. Receive data on all awards and scholarships granted in the College and report the data to the Academic Senate.

To:

Section 11. The Committee on Awards and Scholarships

The Committee on Awards and Scholarships shall consist of three (3) members of the instructional staff and one (1) student.

The Committee on Awards and Scholarships shall:

- a. Evaluate and recommend to the Academic Senate criteria and selection procedures for recipients of awards and scholarships.
- b. Select and recommend to the Academic Senate recipients for College awards and scholarships **for all currently enrolled students and mid-year graduates.**



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- c. Assist departments and coordinate administration of awards and scholarships.
  - d. Receive data on all awards and scholarships granted in the College and report the data to the Academic Senate.

This motion was **made, seconded, and approved**, with one negative vote from Vice-President Call.

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**Committee on Curriculum:**

The curriculum committee, represented by Professor Anthony Kolios, standing in for absent chairperson, Dr. Frank Cotty, recommended the following new course for adoption by the Academic Senate:

- **ECET: ET-481 Personal Computer Technology, Architecture and Troubleshooting\_1** Lecture hour, 3 Laboratory hours, 2 credits **Prerequisites and/or co-requisites:** ET-501, or ET504 or Permission of the Department

**Course description:** Essential concepts in PC architecture, application and history are demonstrated via this hands-on course in modern PC computing technology. This course covers hardware and software concepts and prepares the student for the CompTIA A+ Certification exam. Topics include standard hardware components such as microprocessors, memory, motherboards, power supplies, storage devices and PC enclosures. Software topics include Anti-Virus, Anti-Spyware, and other tools and applications to configure a secure environment. Completion of this course requires the successful construction and configuration of a personal computer.

**Rationale:** ET-480 is currently a 1-credit, 3-hour laboratory class which is designed to provide an applied understanding of modern PC technologies. ET-484 is a 3 credit, 2 lecture hours, 2 laboratory hours course which functions as a focused review course to be taken after ET-480 as additional preparation for the A+ Certification. Combining these two courses into one course (1 lecture hour, 3 laboratory hours, 2 credits) will better serve students who wish to obtain A+ Certification.

The original ET-480, Upgrading and Repairing PCs, course was designed in 1985. It was a component-level repair course. Since that time the course has been revised to reflect changes in the computer repair industry. In 1999 ET-484, A+ Certification was created to prepare students to obtain A+ Certification. In 2003 CompTIA updated the A+ Certification to match the growth of technology in the PC industry. The required knowledge for the new A+ Certification exam has grown significantly. This further necessitates a revision of our PC repair program. In addition there exists a practical need to explore technology beyond the A+ Certification.

Enrollment for the ET-484, A+ Certification course has always been a problem due to prerequisites while the demand for ET-480 has always been high. It has become apparent that some students can find just enough time within their degree program to take only one of the two courses. This has created some confusion for the student in regard to which course should be selected, especially when there is a serious interest in pursuing the A+ Certification. Additionally, while ET-484 benefits the dedicated student, the application of technologies found in ET-480 breeds more interest to a variety of students due to its hands-on approach. A single, concentrated course would be a more efficient method of preparing a student for A+

515 Certification. The challenge is then to combine the best elements of the two  
 516 classes into a new comprehensive course which will fit into the elective  
 517 requirements of the curriculum and the scheduling constraints of the  
 518 student. The proposed solution revises course content into a four hour, two  
 519 credit course comprised of one hour of lecture and three hours of  
 520 laboratory. The three hour laboratory will allow the student to apply  
 521 concepts discussed in lecture while practice A+ Exam questions and  
 522 sample A+ Examinations will be administered via Blackboard as weekly  
 523 assignments.  
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525 **Fulfills elective credits in the following programs:**

526 A.A.S. Computer Engineering Technology  
 527 A.A.S. Electronic Engineering Technology  
 528 A.A.S. New Media Technology  
 529 New Media Technology Certificate does not have ET 480 or 484 as  
 530 electives. ET 481 should be added to the list of electives from which  
 531 Students select 9 credits of courses.  
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533 **COURSES TO BE DELETED/REPLACED BY ET-481 Personal**  
 534 **Computer Technology, Architecture and Troubleshooting** 1 Lecture  
 535 hour, 3hr Laboratory hours, 2 credits  
 536 ET-480, Upgrading and Repairing PCs 1 credit, 3 laboratory hours  
 537 ET-484, A+ Certification 3 credit, 2 lecture hours, 2-laboratory hours  
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539 This motion was **made, seconded, and approved.**  
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541 **VI. Unfinished Business**

- 542 • Dr. Jay Appleman reported that a Contract meeting would be  
 543 held at the Office of Labor Relations in Manhattan on February  
 544 16, 2006 at 9 A.M. and urged faculty to attend. He also  
 545 announced that PSC-CUNY’s Queensborough Chapter would be  
 546 organizing two chapter meetings: the first to discuss provisions  
 547 of the contract under negotiation, and the second to host a  
 548 debate of candidates for union leadership for the New Caucus  
 549 and CUNY Alliance parties competing for election in Spring,  
 550 2006.
- 551 • Dr. Marti reminded Academic Senate members that the second  
 552 CUNY-wide General Education conference was scheduled to be  
 553 held at Queensborough Community College on May 5, 2006.  
 554 Queensborough was honored that Dr. Lee Schulman would be  
 555 acting as keynote speaker.
- 556 • Dr. Marti also invited members of the Academic Senate to attend  
 557 the Partners for Progress dinner on April 27, 2006.
- 558 • Dr. Sheena Gillespie encouraged faculty members to nominate  
 559 themselves for the vacancy on Queensborough’s delegation to  
 560 the University Faculty Senate. Prospective senators must be  
 561 prepared to attend meetings held on Tuesday evenings for a  
 562 period of three years. The nomination deadline is Friday,  
 563 February 24, 2006.  
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565 The meeting adjourned at 3.40 p.m.  
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567 Respectfully submitted,  
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 570 Emily S. Tai  
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572 Secretary