

**QUEENSBOROUGH COMMUNITY COLLEGE**  
The City University of New York

**Agenda**

**Academic Senate Meeting**

**Date: Tuesday, September 13, 2011**

**Time: 3:10 p.m.**

**Location: Room M-136**

- I. Attendance
- II. Consideration of minutes of the May 10, 2011 meeting (Attachment A)
- III. Communications from the Board of Trustees or any of its Committees
  - click here on [Board of Trustees](#) for current communications
- IV. Communications from:
  - President Diane B. Call – (Attachment B)
  - Senate Steering Committee Report – (Attachment C)
  - University Faculty Senate Minutes, UFS Plenary of May 10, 2011 (Attachment D)
    - <http://www.cunyufs.org/>  
(for current communications)
    - For policies adopted by the Board of Trustees  
Click on <http://www1.cuny.edu/abtcuny/trustees/>
- VI. List of Graduates for June and August 2011--(Attachment E1 and E2)—**RESOLUTION**
- VII. Monthly Reports of Standing Committees of the Academic Senate
  - Committee on Committees (Attachment F)
- VII. Annual Reports of Academic Senate Standing and Special Committees
  - Committee on Academic Development and Elective Programs (Attachment G)
  - Committee on Admissions (Attachment H)
  - Committee on Assessment and Institutional Effectiveness (Attachment I)
  - Committee on Awards and Scholarships (Attachment J)
  - Committee on Bylaws (Attachment K)
  - Committee on Ceremonial Occasions (Attachment L)
  - Committee on Committees (Attachment M)
  - Committee on Computer Resources (Attachment N)
  - Committee on Continuing Education (Attachment O)
  - Committee on Course and Standing (Attachment P)
  - Committee on Cultural and Archival Resources (Attachment Q)
  - Committee on Curriculum (Attachment R)
  - Committee on eLearning (Attachment S)
  - Committee on Student Activities (Attachment T)
  - Committee on Vendor Services (Attachment U)
  - Committee on WID/WAC (Attachment V)

VIII. Old Business

IX. New Business

- Presentation by Mr. David Moretti, College Webmaster, of the new Queensborough website

*Lana Zinger,*  
*Secretary*

Queensborough Community College  
The City University of New York

**MINUTES**  
**of the May 10, 2011**  
**Academic Senate**

Interim President Diane Call called the eighth regularly scheduled meeting of the Academic Senate to order at 3:15 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)

As determined from the attendance taken by the i-clickers at the meeting, there were eight absentees.

Dukelblau, Helene	Gray, Peter	Holden, Todd	Kuszai, Joel
SG Administrative VP	SG Treasurer	Salis, Andrea	Weiss, Paul

**II. Consideration of minutes of the May 10, 2011:**

- A **motion** was **made, seconded, and approved** to approve the April 12, 2011 minutes (*Attachment A of the May 10, 2011 Agenda*). This vote was passed unanimously.

**III. Communications from:**

**Interim President Call:** Interim President Call referred to her written report (*Attachment B of the May 10, 2011 Agenda*) focusing on some of the following:

- President Call began by thanking everyone for supporting the Annual Partner's for Progress fundraising gala on April 28. President Call declared the occasion a huge success with over 400 guests in attendance to celebrate the honorees which included Dr. Sheena Gillespie and featured students.
- President Call applauded the faculty members who were successful in securing PSC CUNY grants for their scholarship and leadership.
- President Call congratulated the Freshman Academies who drew national attention as a model for supporting student retention and success. President Call further indicated that faculty/staff from community colleges across the nation have either visited our campus or participated in conference call, led by the QCC Academic Affairs, and Student Affairs staff.
- President Call also announced that the Office of Academic Affairs is seeking 3 faculty scorers experienced in using rubrics

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to score 100 samples of student work during May 31- June 3. Interested parties may contact Dean Michelle Cuomo.

- President Call congratulated Dr. Michael Guy (Department of Mathematics and Computer Sciences) on being named as one of four CUNY faculty to receive the Chancellor’s Award for Excellence in Undergraduate Mathematics education.
- President Call also congratulated Nursing student Kathleen Capogrosso-Brown on being selected to the 2011 All New York Team for the Phi Theta Kappa International Honor Society.
- President Call implored faculty and staff to assist in alerting students that they are still able to enroll for summer and fall classes. President Call further iterated that there were no plans to have early closure of admissions, and that the decrease in enrollment for the Fall to Spring semester is being investigated.
- President Call completed her report by reminding everyone that the College’s graduation is scheduled for June 3, 2011.

**IV. Senate Steering Committee:** Chair Tai referred to her written report:

( *Attachment C of the May 10, 2011 Agenda*) focusing on some of the following:

- Chair Tai began by announcing that the Special Committee on General Education has met twice, and that there is discussion concerning the possibility of meeting with governance leaders of Queens College who are in support of the successful transfer of students to their campus. Chair Tai also noted that Queens College has historically facilitated the largest number of our students.
- Additionally, Chair Tai informed the Senate that the Special Budget Advisory Committee has met with Vice-President Newcomb, and that information will be brought to the senate when it becomes available.
- President Call thanked the members of the Budget Committee – Chair, Stuart Asser; Professor Anthony Kolios, Mr. Grahm Coolidge, treasurer of Student Government, and Dr. Tai and reminded everyone that the budget of the College is tied to the College’s Strategic Plan. President Call reminded everyone that allocation of funds is guided by the Strategic Plan which is developed from input of all the Departments across the campus.
- Chair Tai informed the Senate that for the first in the history of the College, a student, (Mr. Atanda, President of Student Government) participated in a University Faculty Senate conference.
- Chair Tai presented the **Resolution on General Education and Transfer** ( *Attachment C of the May 10, 2011 Agenda*). Chair Tai read the Resolution in its entirety

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- **Whereas** the “Pathways” proposal has proposed reconfigurations of General Education requirements to the possible diminution of richness of General Education curricula
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- **Whereas** the rationale for the revision that is offered is the facilitation of student transfer from Associates degree programs to Baccalaureate programs:
- and
- **Whereas** the City University Faculty Senate has, by contrast, argued that transfer difficulties would best be addressed by:
  - First, for externally accredited programs (e.g., nursing, engineering) and other high-credit majors, clear cut University-wide course requirements be developed to ensure student success in the transfer process.
  - Second, the creation of an appeals committee by the CUNY University Faculty Senate, in collaboration with the CUNY Office of Academic Affairs, to review and render decisions regarding any requests from colleges for waivers related to General Education requirements or curricula;
  - Third, the extensive improvement of Curricular counseling for students, which would require:
    - Improved technologies
    - Linkage of college catalogs
    - TIPPS for program to program
    - Transcripts made electronically available to advising faculty
    - Clear advice to students enrolled in AAS programs that their general education credits will not be comprehensive enough to fully satisfy General Education requirements for a baccalaureate degree;
    - Discipline Councils, with funding to support periodic meetings of Discipline Councils which would work to create a mutual understanding of course content and outcomes in their areas.
  - Fourth, the inclusion at least one faculty representative from each CUNY unit elected by each college's faculty governance body or by the college's faculty in any University-wide curriculum committees or task forces created to evaluate transfer;
  - Fifth, the elaboration of Articulation agreements for as many majors as possible, particularly between any two colleges where there are considerable numbers of students (e.g., BCC and Lehman; Queensborough and Queens College);
- **Be It Resolved that the Academic Senate of Queensborough Community College opposes the linkage of transfer with any reevaluation of General Education curricula and requirements across the City University of New York.**
- **Rationale:** While the two current UFS resolutions present opposition to the “Pathways” Draft Resolution by uncoupling General Education and Transfer issues *implicitly*, by addressing

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them in discrete separate resolutions, this resolution addresses the question of conflation of the two issues *in itself*, while sidestepping the question of the number of credits devoted to General Education, as this is a somewhat more complicated issue across two-year campuses, where a wide variety of programs vary in their General Education requirements.

- Dr. Peter Bales, Vice Chair informed the senate that he intended to abstain as, although he saw the Pathways Proposal as imperfect, and a threat to academic rigor, he was also dismayed by the difficulty Queensborough students encounter transferring their credits to a senior college, and believed any solution was better than the status quo.
- President Call invited comments, which sparked a lively discussion on the floor.
- A **motion** was **made, seconded, and approved** to accept the Resolution on General Education and Transfer ( *Attachment C of the May 10, 2011 Agenda*). There were eight negative votes from Senators Georgeanne Albanese, Diane Carey, VP Ellen Hartigan, VP Sherri Newcomb, Ann Tulio, Edward Volchok, Edlin Margot, and Denise Ward, and seventeen abstentions from Senators Peter Bales, Anne Marie Bourbon, President Call, Jaanne Chiung Chang, Georgina Colallo, Wilma Fletcher-Anthony, Jeanne Galvin, Devin Mc Kay, Kip Montgomery, Josephine Pantaleo, Regina Rochford, SG Programming VP, VP Karen Steele, Janette Urciuoli, Craig Weber, Haishen Yao and VP Rosemary Zins.

**V. Election of Members of the Steering Committee:**

The following members were elected to the Academic Senate Steering Committee:

- Dr. Emily Tai – Chair
- Dr. Peter Bales – Vice Chair
- Dr. Lana Zinger – Secretary
- Chair Tai thanked Dr. Barbara Blake-Campbell for her two years of service as Secretary of the Academic Senate Steering Committee.

**Election of Parliamentarian:**

- Dr. Shannon Kincaid was elected as the new Parliamentarian of the Academic Senate Steering Committee.
- Dr. Emily Tai thanked Dr. Pecorino for his years of service as Parliamentarian of the Academic Senate Steering Committee.

**Election of Senate Technology Officer:**

- Dr. Belle Birchfield was re-elected as Senate Technology Officer.

**Election of Members of Committee on Committee:**

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- The following Senators were nominated to the Committee on Committee:
  - Dr. Eugene Harris ( Biology Department)
  - Dr. Edward Volchok ( Business)
  - Dr. Richard Yuster (Department of Engineering and Technology).  
[Maurizio Santoro – considered for replacement of the Foreign Language position

229 **Election of Faculty Member-at-Large of the Senate:**

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- A run-off election for the final seat of the Academic Senate was conducted between Elynn Feldman and Andrew Nguyen. Dr. Nguyen won the most votes.
  - Chair Tai congratulated Dr. Nguyen. Dr. Tai also thanked all the departing Senators who served and those who are newly elected.
  - President Call also thanked Dr. Jilani Warsi of the Basic Skills Department for assuming leadership of the Department of Basic Skills in the wake of Professor Kurnit's retirement.

243 **VI. Monthly Reports of the Academic Senate Standing Committees:**

244 **Committee on Curriculum ( Attachment H of the May 10, 2011 Agenda)**

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- Dr. Aranzazu Borrachero presented the following **COURSES**:

249 **New Courses**

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251 **DEPARTMENT of SOCIAL SCIENCES**

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253 **SS-325 SOCIOLOGY AND THE ARTS 3 hours/3 credits**

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255 **Prerequisites:** BE122 (or 126) or satisfactory score on CUNY/ACT test

256 **Course description:** This course will examine “art worlds” – the social activities through which  
257 paintings, photographs, music, theatre, dance, literature and other arts are produced – from the  
258 perspective of the social sciences and related disciplines. Attention will be given to works of art,  
259 audiences, stylistic conventions, evaluative processes and systems of arts distribution. This  
260 course will also consider the impact of new technologies on the ways that art is produced and  
261 distributed and the ways that we think about and respond to new and traditional art forms.

262 **Curricula into which the course would be incorporated and the requirements it will satisfy:**

263 This course will not be required for any curriculum, but may be used to satisfy a Social Sciences  
264 requirement in any program. It is expected that the course will be used to satisfy the Social  
265 Sciences elective in the arts programs: Gallery and Museum Studies A.S.; Visual and  
266 Performing Arts A.S.; Digital Art and Design A.A.S.; Music Electronic Technology A.A.S.

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268 **Rationale:** This course is designed to offer an attractive and informative Social Sciences option

269 for students in the four arts curricula (Visual and Performing Arts; Gallery and Museum Studies;  
270 Digital Art and Design; Music Production) and for any other students interested in the  
271 intersection of the arts and social sciences. The proposal has been discussed with the  
272 chairpersons of the arts departments (Art and Design; Music; Speech and Theatre Arts) and  
273 with the director of the Dance program, and all have been supportive of it. Currently, the  
274 Gallery and Museum Studies (AM), Visual and Performing Arts (FA), and Digital Art and Design  
275 (DA) curricula require 3 credits of Social Sciences elective, and the Music Production (MP)  
276 curriculum requires 6 credits of Social Sciences or History elective. Although students in  
277 those programs have many Social Sciences courses from which to pick, it is believed that the  
278 focus of the Sociology of Arts class will be more attractive to arts students as it will enable them  
279 to integrate the knowledge and skills from their studies within a sociological conceptual  
280 framework.

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282 Based on enrollment figures provided by the Registrar on 2-14-11, enrollments in those four  
283 curricula for Spring 2011 total 887 students: AM – 18; DA – 250; FA – 443; ME – 176. It is  
284 believed that the enrollment in those programs is sufficient to guarantee adequate demand for  
285 the course. It is anticipated that the course will be offered in the Fall and Spring semesters and  
286 it is believed that there will be sufficient demand to populate at least one section each semester  
287 with the prospect of adding more sections as demand increases  
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- 290 • A **motion** was **made**, **seconded**, and **approved** the new course from the Department of  
291 Social Science ( *Attachment H of the May 10, 2011 Agenda*). There were two negative votes  
292 from Senators Haishen Yao and SG Administrative VP.  
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296 **DEPARTMENT of ART AND DESIGN**

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298 **AR-512 PRINTMAKING II** 4 studio hours/2 credits

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300 Prerequisites: AR-510 or AR-511

301 Course description: Continuation of Printmaking I allowing for the fuller exploration of multi-color  
302 printing and editioning with an introduction to the techniques of non-toxic intaglio processes,  
303 monoprinting and collotype.

304 Curricula into which the course would be incorporated and the requirements it will satisfy: FA1:  
305 Studio Elective; Other Curricula: free elective.

306 Rationale: The Department of Art and Design currently offers Printmaking I, and this second  
307 level course would introduce students to more advanced techniques that build on foundation  
308 learning. Printmaking is an important component of any comprehensive art program, and, in  
309 particular, of the kind of program for which QCC has become known for offering.  
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- 313           • A **motion** was **made, seconded, and approved** the new course from the Department of  
314 Arts and Design ( *Attachment H of the May 10, 2011 Agenda*). There were two abstentions  
315 from Senators Haishen Yao and SG Administrative VP.

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318 **AR804 ART INSTITUTIONS and the BUSINESS of ART** 3 class hours/3 credit hours

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320 Prerequisites: AR801 and AR311 or AR312

321 Course description: This course will familiarize students with the various forms of art  
322 institutions—museums, galleries, not-for-profit organizations, and auction houses—and their  
323 funding structures. Students will learn about various art institutions through readings, class  
324 discussion, onsite visits, and individual research projects. Students will learn the roles of  
325 mission statements, budgeting, grant writing, fundraising, and publications for a variety of art  
326 institutions.

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328 Curricula into which the course would be incorporated and the requirements it will satisfy:

329 Associate in Science Degree in Fine and Performing Arts and Gallery and Museum Studies

330 Degree (requirement for the major).

331 Rationale: This course will provide practical knowledge for success in the specific area of the  
332 business of art which is not available in the current curriculum. Knowledge of funding in the not-  
333 for-profit sector, and especially the art market, is crucial for a graduate of the Gallery and  
334 Museum Studies Program to be competitive in the ever-expanding field of Gallery and Museum  
335 work in New York City and its environs.

- 336           • A **motion** was **made, seconded, and approved** the new course from the Department of  
337 Arts and Design ( *Attachment H of the May 10, 2011 Agenda*). There were two negative  
338 votes from Senators Anne Marie Bourbon and Melvin Gorelick, and two abstentions from  
339 Senators SG ADMINISTRATIVE VP and Haishen Yao.

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Dr. Borrachero also indicated that two experimental  
courses would be offered in the fall'2011 semester.

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- 345           • **Committee on Environment, Quality of Life, and Disability Issues** ( Attachment – I)

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- Dr. Call invited Dion Pincus to present the Resolution from the Committee on Environment, Quality of Life, and Disability Issues. The senate was informed that the document [**QCC Tobacco Policy Implementation Plan**] is partially uploaded on the College website.

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- Mr. Pincus emphasized that the University has mandated a 6-step plan to full “No Smoking Ban.”

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- 357           • A **motion** was **made, seconded, and approved** the resolution from Committee on  
358 Environment, Quality of Life, Disability Issues (*Attachment I of the May 10, 2011 Agenda*).  
359 There were three negative votes from Senators Joseph Culkin, Melvin Gorelick and Gilmar  
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- Dr. Tai thanked Mr. Pincus for his exemplary leadership on this Committee.

**Old Business:**

**Resolution for the Academic Department Chairs presented at May 12, 2009 Academic Senate:**

**(Attachment K of the May 10, 2011 Agenda)**

- **Dr. Fabricant and VP Steele presented arguments on the QCC 15-week**

**QCC Chairpersons Committee  
Resolution to Add a 15<sup>th</sup> Week of Classes**

The Committee of Department Chairpersons recommends the following action for adoption by the Academic Senate:

*Whereas*, the Academic Senate has previously set college policy designating the final week of the Fall and Spring semesters for final examinations, and

*whereas*, current practice has resulted in the college’s noncompliance with New York State Department of Education guidelines regarding required contact minutes per class hours,

*be it resolved* that beginning in the Spring 2010 semester the final (15<sup>th</sup>) week of the Fall and Spring semesters will be scheduled as the previous weeks, i.e., as a full week of class, and not designated exclusively for the scheduling of final examinations.

*Explanation:* In order to bring the college into compliance with the New York State guidelines the college must add the requisite number of missing minutes for every class, and the above resolution will satisfy that mandate in the least disruptive manner of all the current options. Departments and faculty may use the scheduled class time in the final week of the Fall and Spring semesters to provide instruction, to administer examinations, to perform other assessments, and/or to conduct other academic activities with their classes, as is done in the Summer and January Intersession semesters.

*Academic Senate Agenda—May 10, 2011—Attachment A*

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- A **motion** was **made, seconded, and approved** the resolution to add 15<sup>th</sup> week of Class
  - ( *Attachment K of the May 10, 2011 Agenda*). There were three negative votes from Senators Ann Tullio, Gilmar Visoni and Edward Volchok.
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406 **New Business**

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- Mr. Oluwadamisi '**Kay**' Atanda, president of the Student Government implored everyone to encourage students to purchase T-shirts from the office of International students to support their fund-raising efforts for the Japanese victims of the recent earthquake. Mr. Atanda also invited everyone to a discussion on May 12, 2011 in S112, addressing ‘transit issues.’ Members on the panel includes Dean Arthur Perkins, Jason Chin Fatt from NYPIRG Central, and Mr. Atanda.
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425 The meeting was adjourned at 4:30 PM

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429 Respectfully Submitted,

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431 Barbara Blake-Campbell, RN, PhD.(Secretary)

432 Steering Committee of the Academic Senate.

QUEENSBOROUGH COMMUNITY COLLEGE  
of The City University of New York

**Report of the President**

to the  
Academic Senate

**September 13, 2011**

Welcome to the new academic year.

Looking back, 2010-11 was quite a year for us. We experienced many challenges and accomplishments. And we discovered – or were reminded of - just how many extraordinary colleagues we have : our chairpersons, faculty leaders, and especially the administrative staff who never gave up in the face of the adventures we encountered with CUNYfirst and the budget worries. The spirit of collaboration among faculty, students and administration to develop and implement our strategic plan, and to work so very hard to rebuild our enrollment to fall 2010 levels, are what make Queensborough such a special and successful college. Many colleagues are deserving of thanks for ensuring our survival in the new environment of CUNYfirst and enrollment management. As our budget is dependent upon enrollment, we are very pleased to have registered over 15,000 students this semester, including almost 4000 freshmen. This accomplishment enabled us to replace all the faculty and CLTs who took advantage of the early retirement incentive. We now have over 350 full time faculty/CLTs and over 650 adjunct faculty colleagues. Together with academic and student support services, they have created an environment to actively engage students in the learning process.

Welcome to our newest faculty colleagues: Twenty seven full time faculty were hired spring 2011/fall 2011. Welcome also to colleagues recently arrived: Elizabeth Lackner, our Director of Institutional Research, Mavis Hall, our Affirmative Action and Compliance Officer, and Dr.Ian Beckford, Academic Assessment Manager for Learning Outcomes.

Looking back on this year –

Despite all the obstacles and uncertainties of the last year, we met our strategic objectives established by the College Advisory Planning Committee, and have been noted by the University as being in the top tier (there are five quintiles) among all the CUNY colleges. In my meeting with Chancellor Goldstein on August 17, he congratulated QCC and noted our collective efforts to maintain the excellence of our academic programs, the strength of our faculty and their research and scholarship, improved student learning outcomes in many areas (thanks to faculty work on assessment and our general education core), our student and academic support services that have contributed to student retention, the fundraising and enterprise activities which have supplemented our budget, and our sound fiscals policies which have mitigated cuts in NYS and NYC legislative support. *The Chancellor has asked for our*

*continued work on remediation and, related to that, our efforts to increase timely degree completion.* At the same time, I congratulate our colleagues in the Math Department who have developed and scaled up innovations in remedial mathematics instruction and who continue to engage in pedagogical research on effective instructional approaches for student success. I look forward to and offer support to the Basic Educational Skills Department as its faculty lead change based on data to design and implement significant restructuring and integration of their reading and writing curricula.

Looking ahead to this year -

We are very proud to announce that Queensborough is one of six community colleges throughout the country to receive a \$500,000 National Endowment for the Humanities (NEH) Challenge Grant! We have been recognized for our unique potential to serve as a national model of excellence for faculty-led efforts to integrate a community college's cultural offerings and its humanities programs. Simultaneously, this award allows us to expand our commitment to the survivors of the Holocaust so that they will not be forgotten. The Challenge grant provides us with an opportunity to gain matching funds for contributions to the Kupferberg Holocaust Center's program endowment. Special thanks to the faculty leaders of this effort: Dr. Sarah Danielson, Dr. Susan Jacobowitz, and especially, to Dr. Emily Tai. In a related effort, the Academic Senate Committee on Cultural and Archival Resources, chaired by Dr. Isabella Lizzul, worked with administrative staff to encourage "cultural connections" with our Art Gallery, the Kupferberg Holocaust Resource Center, and QPAC (our Performing Arts Center). You are invited to visit the QCC websites for each of them, which include videos describing ways our faculty have constructed lessons using these wonderful resources.

*Edge for Success*, our fundraising campaign to raise \$25 million by 2015 has been moved to the "public" phase. The "silent" part of our campaign has already raised \$21.5 million so we have \$3.5 million to go. Donor contributions support student scholarships, faculty research in pedagogy, professional development activities, the KHRCA, Art Gallery and QPAC.

This past year, QCC was a recipient of a \$280,000 grant from IBM to design and pilot an early alert/intervention program for students in STEM. As results demonstrated an impact on student performance, we are expanding the project to students in all majors enrolled in gateway courses such as En 101, Math 120 and developmental courses in reading and writing.

Study continues on the impact of our Freshman Academies initiative, and several promising outcomes and the strategies associated with increased student success have been identified. Many thanks to the freshmen coordinators, as well as the faculty coordinators, staff of the Freshman Academies, as well as faculty leaders of our high impact activities: Service learning, Writing Intensive; e Portfolio, Learning Communities, and Cornerstone courses. This past year, our faculty led initiative for e Learning engaged 38 full time and adjunct faculty in the development and implementation of 27 hybrid courses this semester, and another 38 to be offered this coming spring. We look forward to expanded faculty participation in each of these initiatives.

We are very pleased to share news of several dual joint degree programs with our senior college partners, including: a joint degree in *Nursing* with Hunter College, approved at CUNY's June 2011 Board Meeting, and a joint degree in *Career and Technical Teacher Education* with New York City Technical College, expected to be approved at the September CUNY Board meeting. *Science for Pharmaceuticals* with York College is under final review at the University, and *Forensic Financial Analysis* with John Jay College is awaiting that college's governance action, expected this semester.

This year there will be a faculty led effort to review our general education objectives in the context of the University's Pathways Project. Although Queensborough is not represented on the University Committee, several faculty colleagues have been selected to serve on the University's working committee, and we thank Dr. David Lieberman, Dr. Pat Schneider and Professor Marge Reilly for their willingness to be our voice in this effort. The special committee of the Academic Senate on General Education, chaired by Dr. Bertorelli, will lead campus discussions and activities related to this important topic.

Also this year, the process to select recipients of our Faculty Excellence Awards for Scholarship will be conducted. Colleagues from the College Personnel and Budget Committee will coordinate the outreach for nominees, and will recommend faculty candidates for this prestigious honor. Previous awardees are celebrated in the photo gallery in the vestibule of the Medical Arts Building

The College has received a request from the University for input from our campus as CUNY OAA finalizes the CUNY 2012-16 Master Plan. The document related to this effort was emailed to our faculty and staff. All members of our campus community are encouraged to review the framework of topics and questions posed in the document and to offer comments/suggestions (to Dr. Artie Corradetti) for the College's official response. There will be several opportunities for discussion of/comments on the Master Plan and the College's response to the questions posed. In addition to the Office of Academic Affairs' meeting on October 4 with Academic Department Chairpersons, and the CAPC meeting on October 18, *the Office of Academic Affairs will host a 'Campus Conversation' for faculty and HEOs on the CUNY Master Plan on Thursday, September 22 at 3:00 PM in the Oakland Dining Room.* I have asked our governance leaders to encourage constituent participation in these discussions/dialogues and ask for comments to be sent to Dr. Artie Corradetti. A formal response (of approximately five pages) from the College will be submitted to the University by late October.

The new design of our website was launched in late August. There will be a collaborative effort to maximize the effectiveness (and accuracy) of information for faculty, staff, students and visitors to the site. The ACC will provide training for coordinators of department content and news.

The 10th anniversary of 9/11 has been a season for reflection. A virtual website has been established for our community to express thoughts, remembrances or tributes at <http://www.qcc.cuny.edu/wtc/index.html> Also, as part of a federal challenge,

Queensborough has committed to mobilize 2,011 volunteers to perform service in the remembrance of 9/11. This effort is to commemorate the contributions of first responders, and the many who performed countless acts of service on the days following 9/11. By commemorating these acts of service, this challenge hopes to encourage community service on campus and in our local communities. If Queensborough wins this challenge, we will receive funding to support 9/11 activities in 2012, 2013, and 2014. In addition, the funding would enable Queensborough to take a leadership role in promoting service and service learning with its sister CUNY colleges. You may document your service at [www.facebook.com/Queensborough2011](http://www.facebook.com/Queensborough2011). For further information, contact the Office of Student Learning at [ServiceLearning@qcc.cuny.edu](mailto:ServiceLearning@qcc.cuny.edu)

This fall, our Services for Students with Disabilities office (SSD) has created/issued a new card for QCC students who have properly registered with that office and been approved for appropriate reasonable accommodations and/or academic adjustments as per the Americans with Disabilities Act (ADA). Until now, Services for Students with Disabilities (SSD) has required students to present "Accommodation" letters to their professors every semester in order to confirm approval of testing and/or classroom accommodations. In most cases this new Accommodations Card will replace these letters and a student can produce the card when accommodations are needed in a particular class. Please note some accommodations will still need an accompanying letter, and/or email, to explain certain situations. The Accommodations card will be printed with the students CUNY ID number as an identifier (verifiable by class roster) and contain their personalized testing and/or classroom accommodations as approved by SSD. If a student is entitled to classroom accommodations under the ADA, he/she must show you their card at the beginning of the semester to make you aware of his/her needs. Students have been advised to show instructors their "Accommodations" card as a reminder of their testing accommodations in advance of an exam. Please note: Instructors are asked to complete and sign the "yellow" SSD Testing Accommodation Form when scheduling exams to be proctored by SSD.

## **STEERING COMMITTEE REPORT**

**September, 2011**

### **1. Senate Matters: Composition and Membership**

The Steering Committee would like to begin by expressing our most profound regret at the passing of an esteemed senator, colleague, and personal friend to many in this body, Dr. Tom Smith. Dr. Smith led the Department of Speech, Communication, and Theatre Arts with endless charm, insight, and imagination. We know that his departmental colleagues will miss his gentle leadership, while all of us will miss his erudition, and his outstanding sense of humor. We hope the members of his department will accept our profound condolences.

The Steering Committee would also like to offer its welcome to Dr. Georgia McGill, who has been elected to serve as Dr. Smith's successor as Chair of the Department of Speech, Communication, and Theatre Arts. We look forward to working with her in the Academic Senate.

### **2. Committee Matters: Composition and Membership**

As members of the Senate will read in the attached report from the Committee on Committees, various resignations and assigned campus responsibilities made it necessary to replace a few committee members—in particular, we would like to welcome Ken Pearl and Maurizio Santoro to the Committee on Curriculum, where they will assume the two vacant seats created when this writer was elected chair of the Steering Committee, and Professor Warsi assumed leadership of the Department of Basic Educational Skills. We would also like to thank the outgoing chair of the Committee on Committees, Professor Sheila Beck, for managing a few additional transitions, as reported in her last monthly report.

The Steering Committee is also delighted to report that we are working closely with Student government and have, as of this writing, secured the names of student representatives to most committees of the Academic Senate. The Steering Committee wishes to thank Student Government for their cooperation in this matter. We would also like to thank the office of President Call, for providing us with a list of Presidential designees.

Once again, the Steering Committee would like to remind all members of standing committees that it is customary for the election of a committee chairperson and secretary to occur at its first meeting as a newly constituted committee. Usually, this means the election will have already taken place at the final meeting of the spring semester, during which all members attend, and incoming members—that is, those who will serve on the committee in the coming academic year—vote. If a committee of the Academic Senate did not find an



opportunity to convene a final meeting, however, then a chair should be elected at the first meeting convened in the fall semester. If the outgoing chair of the committee has been reassigned to another committee, then the meeting should be convened and chaired by the committee member whose surname is first alphabetically. This committee member then presides over the election of a committee chair and secretary. It is particularly important

Because these, and other questions regarding committee procedures, are always pressing at the beginning of the semester, and because the members of the Steering Committee would be grateful for an opportunity to meet with new committee chairs, discuss their concerns, and have some immediate feedback regarding the charges assigned their committees for the 2011-2010 academic year, the Steering Committee will be calling a meeting of all chairs of standing committees of the Academic Senate on **Wednesday, September 21, 2011, between 1-2.30 PM in Science 414**. We should indicate that, as of this writing, we are still awaiting a few annual reports that will enable us to fully elaborate these charges, and so the Steering Committee would like to appeal to those outgoing committee chairs who may not yet have been able to prepare their annual report to do so, so that the Steering Committee may share your recommendations with your successor on the 21 September.

### **3. Committee Matters: Activities**

In the same spirit, the Steering Committee would like to take this opportunity to thank all the chairs of our various committees and sub-committees, who labored assiduously to add their reports to this September's Senate agenda. To these extensive reports, the Steering Committee would like to add some commentary about matters of importance in the coming academic year:

- Last Spring, the Committee on Assessment and Institutional Effectiveness closed its work for the academic year 2010-2011 by promulgating, in its annual report (attachment J) a five-year schedule of request and report, through which administrative offices of our college would share information about the processes by which they evaluated their departments and procedures. This, in turn, would create an archive of material from which to draw for Middle States Self-Study purposes, to demonstrate that standards 7 and 14 regarding institutional and academic assessment are both being met.

Along these lines, the Committee on Assessment and Institutional Effectiveness invited the Steering Committee to consider how the effectiveness of governance might be assessed. The Steering Committee has been giving a great deal of thought to this question. On the one hand, the governance process at Queensborough is straightforward in that every chairs of a committee of the Academic Senate completes each year of service by submitting a written report, with recommendations for the coming year, these recommendations are thereafter incorporated into the charges

assigned to each committee in the year that follows. Thus, committee work is assessed, and “loops” are “closed,” on an annual basis.

What has received less scrutiny, as of this writing, however, is the Steering Committee’s oversight of this process, and how that process might, in itself, be assessed. After giving this matter extended and careful consideration, the Steering Committee has come up with a few points that might be appropriate for rubrics, that might run along an axis that we would propose as *full; partial; inadequate*. Areas to be considered might include, but would not necessarily be limited to:

- Utilization of the Governance Process to **address institutional issues/solve institutional problems**
- Utilization of the Governance Process to ensure **transparency** in the conduct of administrative and institution
- **Efficiency** of the Governance process

Needless to say, the Steering Committee invites the comments of both our college’s Committee on Assessment and Institutional Effectiveness, and the members of our Academic Senate body on these criteria.

Where the Steering Committee, in assessing itself according to these criteria, did find difficulties in “efficiency” during the past academic year, was in the area of elections—last year, in particular, we were distressed by a series of technology and communication glitches that led to difficulties with election procedures in both the Academic Senate and the Faculty Executive Committee. To that end, we are grateful and pleased to announce that Dr. Belle Birchfield, our elected Senate Technology Officer, will be accepting an assignment at Queensborough Election Coordinator for the current academic year. In this capacity, Dr. Birchfield will be working with the FEC, the Steering Committee of the Academic Senate and the Committee on Committees to coordinate and standardize the process for elections of governance bodies at our college. In this way, we are hoping to resolve the area where we can honestly admit we remain “inadequate;” we also offer it as evidence that self-assessment will result in actions to ensure efficiency and transparency in the address of institutional issues.

- Other examples of utilization of the governance process to address institutional issues and solve institutional problems might be discerned in the Steering Committee’s resolutions of last year to form two special committees: the Special Budget Advisory Committee, and the Special Committee on General Education Outcomes.

- The Steering Committee would like to report that the Special Budget Advisory Committee met several times with Vice-President Newcomb over the past spring, 2011. These meetings were productive and substantive enough so that the Steering Committee is prepared, as of this writing, to entertain arguments to make such a committee permanent. The Steering Committee welcomes the comments of its senators on this point.
- The Special Committee on General Education Outcomes was first created, with support from Queensborough's administration, as a means to respond to the mandate, issued by the Office of Vice-Chancellor Logue, to create working groups that would support the "Pathways" initiative. This spring, members of this committee looked to address some of the transfer issues advanced as a rationale for the Pathways initiative directly, by meeting with representatives of Queens College, which accepts a large number of transfer students from our college, in order to see if there are ways to better facilitate transfer between our two institutions.

Over the summer, as senators may be aware, the Pathways initiative was unanimously passed by the Board of Trustees on 27 June, 2011; and a University-wide fourteen-member Steering Committee was constituted and met, under the leadership of CUNY Law School Dean Michelle Anderson. As some of you may be aware, a website, detailing some of the transactions of this Steering Committee, and their rationales, has been established by the CUNY Central Office at <http://www.cuny.edu/academics/initiatives/degreepathways/planning-process.html>

Faculty members appointed to the CUNY-wide Steering Committee include several faculty who testified in support of the Pathways initiative at the open hearing held at Hostos Community College on June 20, 2011. No faculty member who testified against the resolution was selected, and no faculty member from Queensborough Community College was selected. The Office of Vice-Chancellor Logue has, however, appointed three members of our faculty to serve on the thirty-nine member "working committee" that will interact with the Pathways Steering Committee: Dr. David Lieberman; Professor Margaret Reilly; and Dr. Patricia Schneider (at <http://www.cuny.edu/academics/initiatives/degreepathways/about/working-committee.html>).

Going forward, we invite the members of this committee to meet with our General Education Committee, in order to tackle the critical question of what Liberal Arts and Sciences *content* students will need to know in order to demonstrate the skills and learning outcomes identified as optimal by this CUNY Steering Committee. The Steering Committee will, moreover, be urging members of the Academic Senate and its committees to keep an eye out for the report this Steering Committee will release by November 1 (note announcement at <http://www1.cuny.edu/mu/academic->

[news/2011/08/04/a-message-to-cuny-faculty-regarding-pathways-project/](http://www.cuny.edu/news/2011/08/04/a-message-to-cuny-faculty-regarding-pathways-project/)), as there will be a critical two week comment period thereafter. As of this writing, we are hoping, in concert with Queensborough's Administration and Faculty Executive Committee, to dedicate several on-campus events to discussions of these matters.

- The Steering Committee is, meanwhile, aware of other on-campus indicatives with implications for the work of our committees: we are hoping that the Committee on Cultural and Archival Resources will be involved in the process of planning the implementation of our institutions NEH Challenge Grant; that the Committee on Environment, Quality of Life, and Disability Issues, possibly in concert with the Committee on Student Activities, will take a leadership role in formulating strategies to promote compliance with CUNY's new Tobacco policy; and that the Committee on Curriculum can monitor and evaluate any curricular changes in Queensborough programs mandated by the Pathways initiative.

#### **4. University and College Wide Matters with Direct Bearing on the Senate**

- While the Pathways initiative remains the major challenge before us, another element is current debate over remediation. Many students do not complete their course of required remediation, and cannot succeed without it. This state of affairs has been of some interest to the CUNY Central Office. The Steering Committee would like to express its warm thanks to members of the Curriculum Committee and Continuing Education Committee who have monitored the introduction of CUNYStart on our campus; as of this writing, members of both the Curriculum and the Steering Committee have reviewed the CUNYStart curriculum, and we would like to thank Vice-President Steele's office for their support of this effort. We are hoping that there will be an assessment of the success of CUNYStart students, not only on their qualifying examinations, but in credit-bearing courses.
- The Steering Committee would also like to invite our colleagues to review three documents:
- the first, disseminated by President Call, is the CUNY Master Plan. We urge colleagues to review this document and to be liberal with your comments and ideas!
- The second and third are relevant to the future of remediation in CUNY, with particular emphasis upon Mathematics proficiency: *Proposals to Improve Success Rates for Students in Developmental Education at CUNY*, prepared by a working group appointed by the Office of Academic Affairs, and a response from instructional faculty who serve in the Mathematics Discipline Council, solicited by the CUNY Office of Academic Affairs. It should be noted, that, while our faculty will recognize a few individuals who participated on this task force, it appears that instructional faculty were not invited to participate in the original consideration that prompted the Mathematics Discipline

Council's consideration. The Steering Committee therefore encourages faculty comment on both of these documents.

May 11, 2011

From: Edward Volchok, PhD

To: Emily Tai, PhD; Barbara Blake-Campbell, PhD

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UFS Chair, Dr. Sandi Cooper, called the meeting to order at approximately 6:26 p.m. in Room 9204/05/06 at the CUNY Graduate School and University Center.

**I. Approval of the Agenda for May 11, 2011**

The agenda was approved by voice vote.

**II. Approval of the Minutes of April 12, 2011**

The minutes were approved as distributed by voice vote

**III. Reports**

**A. Chancellor Matthew Goldstein**

Chancellor Goldstein repeated his statement that the state legislature needs to set up an overarching plan for tuition increases for CUNY and SUNY. And, he reported that there are fast-moving, major events in state government regarding setting up such a policy. The outcome, however, is still uncertain. There is also indication that the \$40 million being held from the CUNY budget may be released. But, the outcome on this issue is also uncertain

The Chancellor reported that Pell grants might be cut even further. Given the rising tuition, Chancellor Goldstein recognized the need for continuing and even increasing these grant.

The Chancellor reported that there is growing interest among state governors across the nation to use universities as engines for job creation. This effort could have material benefits for CUNY.

The issues of General Education and transferability of course credits continues to be a major concern for the entire university. The Chancellor sees significant progress on this issue. Dr. Goldstein expects closure on this issue shortly. The big issue is the development inventory of courses that are properly aligned with well-defined learning outcomes. This effort, he added, has to be driven by faculty.

The Chancellor indicated that university continues to make progress with the launch of the new Community College. The Chancellor anticipates that this college will start its first classes in September 2012.

**B. Chair (Oral & Written): Update on the Pathways Initiative**

Resolutions from CUNY campuses on general education and student transfers have been posted on the USF website. And, if needed, a UFS plenary session might be held on June 7<sup>th</sup> to discuss issues surrounding general education requirements, student transfer between colleges.

Honorary Doctorate at John Jay College for Playwright Tony Kushner: Chair Cooper quickly reviewed the approximately 500 emails received by the CUNY trustees regarding this issue. Only 1% of these emails supported the trustees' decision. Trustees have since passed a resolution reversing their decree that would have prevented Mr. Kushner from receiving an honorary degree from John Jay College.

**C. Task Force on Assessment, Professor Kathleen Barker**

The CUNY Proficiency Exam Taskforce, which ended the CPE Exam last fall, is investigating whether a nationally normed test to examine student learning *might* be useful. This test would be a low-stakes test for students, as it would measure institutional effectiveness, not student performance.

Four tests have been investigated:

1. Collegiate Assessment of Academic Proficiency (CAAP)
2. Critical Thinking Assessment test (CAT)
3. Collegiate Learning Assessment (CLA)

4. ETS Proficiency Profile

No test has been selected as yet and many logistical questions have yet to be addressed.

**D. Budget Advisory Committee, Professor Terrence Martell**

Budget Advisory Committee Report: Expenditures Report is available on local campuses and Professor Martell will try to place this document online.

The big issue regarding the CUNY budget is whether \$40 million held by the state legislature will be released to the FY2012 budget. Two budgets are being prepared, one with and one without the \$40 million. Budgets will be released to the individual campuses soon.

**IV. New Business: Nominations and Election of Members-at-Large of the Executive Committee (Conducted by Professor Karen Klapowitz and assisted by Professor Manfred Phillip)**

The Senate passed a resolution that the five candidates with the highest number of votes will be elected as the new members-at-large. The table below shows the eight candidates. The Senate adjourned without announcing the winners. On May 11<sup>th</sup>, William Phipps, Executive Director of the University Faculty Senate, sent an email announcing the winners

The five winning candidates are denoted with an “X” in the “Elected” column.

<b>Nominee</b>	<b>College</b>	<b>Elected</b>
Professor Michael Barnhart	Kingsborough Community College	
Professor Stefan Baumrin	Graduate Center	X
Professor Katherine Conway	Borough of Manhattan Community College	X
Professor Campbell Dalglish	City College of New York	
Professor Phillip Pecorino	Queensborough Community College	X
Professor Kathryn Richardson	New York City College of Technology	
Professor Emily Tai	Queensborough Community College	X
Professor Jeffrey Weiss	Baruch College	X

The meeting was adjourned at time 8:45 pm

Respectfully submitted,

Edward Volchok, PhD

## Spring 2011 Graduates by Major

Last Name	First Name	Major
Echeverri-mejia	Amparo	AM-AS
Gross	Emily	AM-AS
Lee	Nakyoung	AM-AS
Cui	Yun Shi	AP-CERT
Akram	Hira	BA-AAS
Amar	Steven	BA-AAS
Baluch	Zakaullah	BA-AAS
Barrington	Timothy	BA-AAS
Barrow-clarke	Jennifer	BA-AAS
Bertrand	Jean-Nixon	BA-AAS
Briggs	Shawana	BA-AAS
Chen	Yinghung	BA-AAS
Chowdhury	Mahfuzur	BA-AAS
Costes	Karenkeith	BA-AAS
Cusumano	Dolores	BA-AAS
Dabandan	Erick	BA-AAS
Deen	Adeyemi	BA-AAS
Dimalibot	Princess	BA-AAS
Garcia	Paul	BA-AAS
Hasildar	Zakir	BA-AAS
Hernandez	Saira	BA-AAS
Huang	Qiaolin	BA-AAS
Jules	Julyanne	BA-AAS
Khan	Bibi	BA-AAS
Khan	Mark	BA-AAS
Lara	Idelkis	BA-AAS
Louis	Paul	BA-AAS
Manoo	Rameshwarr	BA-AAS
Mcdonnell	Michael	BA-AAS
Mendoza	Steven	BA-AAS
Mohan	Amanda	BA-AAS
Mushtaq	Hina	BA-AAS



*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Ramoutar	Jason	BA-AAS
Rawls	Kevin	BA-AAS
Sethi	Pavit	BA-AAS
Shaulov	Yakov	BA-AAS
Shinwa	Mustafa	BA-AAS
Singh	Gurbinder	BA-AAS
Sooknanan	Sally	BA-AAS
Surujpaul	Leza	BA-AAS
Tush	Bruce	BA-AAS
Wang	Fei	BA-AAS
Ficalora	Christina	BC-CERT
Gentilella	Jessica	BC-CERT
Loubriel	Veronica	BH-CERT
Sierra	Samantha	BH-CERT
Taddei	Dana	BH-CERT
Dorelus	Jocelaine	BM-AAS
Galeano	Jose	BM-AAS
Godoy	Steffanie	BM-AAS
Julien	Jeamenn	BM-AAS
Klein	Mathew	BM-AAS
Lawrence	Tasia	BM-AAS
Liddie	Stacy-ann	BM-AAS
Nasreen	Fauzia	BM-AAS
Nikocevic	Adel	BM-AAS
Nwogu	Chioma	BM-AAS
Pinos	Flor	BM-AAS
Tanner	Rashad	BM-AAS
Torres	Miguel	BM-AAS
Wang	Yu Xiu	BM-AAS
Wenzel	Renee	BM-AAS
Kaur	Mandip	BS-AAS
Lollo	Daniel	BS-AAS
Sankat	Lisa	BS-AAS

Abdon	Jonathan	BT-AS
Alam	Hassan	BT-AS
Ali	Zehra	BT-AS
Aminov	Solomon	BT-AS
Ansari	Shayan	BT-AS
Arenella	James	BT-AS
Aslam	Ahmed	BT-AS
Avilez	Gonzalo	BT-AS
Baez	Monica	BT-AS
Barabadze	Ilia	BT-AS
Barran	Veronica	BT-AS
Becerra	Diana	BT-AS
Becerra	Jacqueline	BT-AS
Bessellieu	Charles	BT-AS
Centineo	Anthony	BT-AS
Charles	Rolda	BT-AS
Chen	Carl	BT-AS
Chen	Hang	BT-AS
Chen	Kenny	BT-AS
Chiu	Yi	BT-AS
Choudhry	Zara	BT-AS
Chung	Chi	BT-AS
Chung	Seong Woo	BT-AS
Croft	Monique	BT-AS
Dai	Luyi	BT-AS
Del Moral	Mario	BT-AS
Diaz	Carlos	BT-AS
Dong	Xia Xi	BT-AS
Dor	Terry	BT-AS
Douglas	Christian	BT-AS
Dubosse	Christian	BT-AS
Echeverry	Catalina	BT-AS
Fajardo	Adriana	BT-AS
Ferguson	Naomi	BT-AS
Ferguson	Shawn	BT-AS
Fowler	Trina	BT-AS

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Garcia	Pablo	BT-AS
Gassman	Joshua	BT-AS
Gilstron	Eliran	BT-AS
Gong	Holly	BT-AS
Goring	Justin	BT-AS
Gueye	Serigne	BT-AS
Gupta	Annu	BT-AS
Guzman	Kelby	BT-AS
Hamid	Shameeza	BT-AS
Hassan	Gurash	BT-AS
Henderson	Matthew	BT-AS
Henriquez	Stephanie	BT-AS
Ho	Kuan-hsien	BT-AS
Hossain	Mohammed	BT-AS
Huang	Bingjian	BT-AS
Huang	Winnie	BT-AS
Hussain	Adena	BT-AS
Jakupi	Lorik	BT-AS
Jasarevic	Adela	BT-AS
Johnson	Mark	BT-AS
Karimova	Snezhana	BT-AS
Kaur	Gurminder	BT-AS
Khan	Maryam	BT-AS
Khan	Shameer	BT-AS
Laidlaw	Cassandra	BT-AS
Lam	Aaron	BT-AS
Lam	Ndeye	BT-AS
Lan	Zeng Shen	BT-AS
Lanzieri	Michael	BT-AS
Le	Janet	BT-AS
Leandre	Manouchka	BT-AS
Lee	Esther	BT-AS
Lee	Moses	BT-AS
Lei	Maria Tsam	BT-AS
Li	Ting	BT-AS
Lin	Rui Feng	BT-AS
Liu	Xiaohua	BT-AS

Liu	Xing	BT-AS
Luz	Stefania	BT-AS
Majette	Wynton	BT-AS
Marin	Paola	BT-AS
Matute	Itai	BT-AS
Mcfarlane	Brian	BT-AS
Mendez	Erin	BT-AS
Mohamed	Alliah	BT-AS
Muslim	Mohitul	BT-AS
Naqvi	Sameen	BT-AS
Nget	Jennifer	BT-AS
Nwachukwu	Chukwuemeka	BT-AS
Ortiz	Randy	BT-AS
Payne	Diane	BT-AS
Persaud	Aradhna	BT-AS
Petralia	Antonino	BT-AS
Philipose	Jaison	BT-AS
Qiu	Jun	BT-AS
Raghunauth	Arti	BT-AS
Ramlochan	Lakeram	BT-AS
Roberts	Demi	BT-AS
Rodriguez	Leandro	BT-AS
Rohani	Frishta	BT-AS
Rondon	Yuneydys	BT-AS
Ruiz	Robert	BT-AS
Saini	Harpreet	BT-AS
Sandhu	Jashandeep	BT-AS
Schwartz	Fransheska	BT-AS
Sethi	Aman	BT-AS
Shawon	Ahmed	BT-AS
Shin	Mina	BT-AS
Shum	Cheuk	BT-AS
Simba	Claudio	BT-AS
Simeon	Darrell	BT-AS
Simms	Andre	BT-AS
Singh	Devindra	BT-AS
Singh	Indra	BT-AS

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Sookhoo	Suresh	BT-AS
Tanni	Airin	BT-AS
Vartabedian	Garo	BT-AS
Vidal	Edwin	BT-AS
Wan	Tiffany	BT-AS
Wang	Amy	BT-AS
Weng	Jason	BT-AS
Wong	Hiu Man	BT-AS
Worrell	Judette	BT-AS
Xin	Tian	BT-AS
Xu	Bubu	BT-AS
Yadegar	Lyudmila	BT-AS
Ye	Ying	BT-AS
Yu	Mason	BT-AS
Yusupov	Daniel	BT-AS
Zhang	Jian	BT-AS
Zhang	Ke	BT-AS
Zhang	Ling	BT-AS
Zhang	Min	BT-AS
Zou	Zongyong	BT-AS

BW-

Avram	Matthew	CERT
Carter	Denny	CJ-AS
Cheng	Brian	CJ-AS
Elie	Danielle	CJ-AS
Lara	Elizabeth	CJ-AS
Levey	Chris	CJ-AS
Locke	Kenisha	CJ-AS
Mateus	Michelle	CJ-AS
Perez	Leonel	CJ-AS
Persaud	Anne-marie	CJ-AS
Rouse	Sidni	CJ-AS
Sala	Best	CJ-AS
Saur	Joseph	CJ-AS
Scantlebury	Devon	CJ-AS

Stapleton	Kadar	CJ-AS
Ally	Alfaz	CT-AAS
Baez	Agustin	CT-AAS
Barbecho	Edwin	CT-AAS
Bouras	Themis	CT-AAS
Desruisseaux	Jinsky	CT-AAS
Ha	Wai Shun	CT-AAS
Jervis	Alexander	CT-AAS
Lorenzi	Jeremy	CT-AAS
Rosario	Richard	CT-AAS
Shah	Danesh	CT-AAS
Trivedi	Hemangini	CT-AAS
Wadud	Marium	CT-AAS
Wang	Qi	CT-AAS
Wong	Nicholas	CT-AAS
Ye	Jianmin	CT-AAS
Diaz	Benjamin	DA-AAS
Gayle	Collin	DA-AAS
Gonzalez	Eddie	DA-AAS
Indelicato	Carmine	DA-AAS
Jacques	Stefan	DA-AAS
Jaglal	Arnold	DA-AAS
Karim	Andrew	DA-AAS
Letterese	Nicholas	DA-AAS
Liu	Ping	DA-AAS
Ma	Chun Lok	DA-AAS
Martinez	Michael	DA-AAS
Olvida	Edgardo	DA-AAS
Reaves	Gloria	DA-AAS
Rodriguez	Jorge	DA-AAS
Scarlett	Everoy	DA-AAS
Stewart	Ichiya	DA-AAS
Vinluan	Patrick	DA-AAS
Yeung	Keith	DA-AAS

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Naing	Wai	DD-AAS
Nelson	Dominique	DD-AAS
Rojas	Eugenio	DD-AAS
Arunamata	Amy	DP-AAS
Cox	Reinard	DP-AAS
Czerniawska	Agnieszka	DP-AAS
Dhillon	Gurpreet	DP-AAS
Durand	Joel	DP-AAS
Gandhi	Paplu	DP-AAS
Grant	Ashley	DP-AAS
Imam	Waqas	DP-AAS
Kaur	Jagmeet	DP-AAS
Kazmi	Syed Zuhair	DP-AAS
Khemsuwan	Panpaphat	DP-AAS
Lee	Derek	DP-AAS
Mcdonnell	Michael	DP-AAS
Tarafder	Arnab	DP-AAS
Teplov	Artem	DP-AAS
Velasco	Robin	DP-AAS
Velasquez	Armando	DP-AAS
Louden	Kadiesha	EM-AAS
Yang	Daniel	EM-AAS
Coolman	Danny	ET-AAS
Debidin	Devin	ET-AAS
Marin	Luis	ET-AAS
Piao	Taihe	ET-AAS
Ramirez	Josue	ET-AAS
Ramnarain	Kevindra	ET-AAS
Snaggs	Aaron	ET-AAS
Thakur	Sanjay	ET-AAS
Yee	Alexander	ET-AAS
Yeung	Kwan Yu	ET-AAS
Bostic	John	FA-AS

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Brandi	Scott	FA-AS
Cronin	David	FA-AS
Cundari	Belinda	FA-AS
Echeverri-mejia	Amparo	FA-AS
Escobar	Valerie	FA-AS
Faska	Raizel	FA-AS
Fields	Christopher	FA-AS
Galed	Sharon	FA-AS
Hwang	Pil-koo	FA-AS
Li	Julian	FA-AS
Noble	Christine	FA-AS
O'Brien	Thomas	FA-AS
Omae	Reiko	FA-AS
Ortiz	Stephanie	FA-AS
Ramos	Krystal	FA-AS
Reiss	Danielle	FA-AS
Smaldone	Peisu	FA-AS
Snipes	Linda	FA-AS
Wheatley	Shayna	FA-AS
Williams	Michel	FA-AS
Yourish	Maryam	FA-AS
Bennett	Fiorella	HS-AS
Carter	Sunita	HS-AS
Choi	Selhee	HS-AS
Khan	Safura	HS-AS
Kumar	Christina	HS-AS
Li	Lixuan	HS-AS
Llego	Margarette	HS-AS
Marino	Theresa	HS-AS
Mentor	Rebecca	HS-AS
Olivert	Thercy	HS-AS
Patel	Devendra	HS-AS
Sanchez	Denise	HS-AS
Sandhu	Mandeep	HS-AS
Stewart	Monisha	HS-AS
Tannis	Rebecca	HS-AS



*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Tolmasova	Milana	HS-AS
Wolosik	Joanna	HS-AS
Abramova	Milana	LA-AA
Acevedo	William	LA-AA
Adamo	Graig	LA-AA
Akhtar	Sameera	LA-AA
Alamgir	Evana	LA-AA
Alcivar	Frida	LA-AA
Ali	Anna	LA-AA
Almonte	Albalenny	LA-AA
Almonte	Doris	LA-AA
Alseadi	Amira	LA-AA
An	Sarah	LA-AA
Apelian	Robert	LA-AA
Aranbayev	Michelle	LA-AA
Arguello	Sandra	LA-AA
Arroba	Gabriela	LA-AA
Asciote	Michelle	LA-AA
Avigdor	Daisy	LA-AA
Babb	Rufus	LA-AA
Bachan	Jason	LA-AA
Batista	Fausto	LA-AA
Beharry	Ryan	LA-AA
Behrens	Maria	LA-AA
Benoit	Guy Martie	LA-AA
Bernardino	Ashly	LA-AA
Bhattacharyya	Gourav	LA-AA
Biscardi	Joseph	LA-AA
Blaha	Marissa	LA-AA
Bravo	Bryan	LA-AA
Bravo	Keyla	LA-AA
Brown	Bennett	LA-AA
Brown	Craig	LA-AA
Brown	Jeffrey	LA-AA
Brunache	Naeemah	LA-AA
Bryan	Nyeyoka	LA-AA

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Bryant	Amanda	LA-AA
Buckner	David	LA-AA
Butler	Angelica	LA-AA
Cabrera	Stephanie	LA-AA
Cai	Meng Xue	LA-AA
Camilleri	Tracey	LA-AA
Campbell	Ashalee	LA-AA
Campbell	Phillip	LA-AA
Cancemi	Maria	LA-AA
Cardoza	Wendy	LA-AA
Carmona	Maria	LA-AA
Castro	Cynthia	LA-AA
Castro	Rebecca	LA-AA
Celaj	Valbona	LA-AA
Centeno	Bernarda	LA-AA
Cervinaro	Alessandra	LA-AA
Cheema	Mandeep	LA-AA
Cheung	Yuk	LA-AA
Chowdhury	Jannathara	LA-AA
Chung	Kevin	LA-AA
Cinturati	Steven	LA-AA
Cipriano	Thomas	LA-AA
Collantes	Natalia	LA-AA
Colletti	Mario	LA-AA
Constance	Leslie	LA-AA
Contino	Mario	LA-AA
Cooper	Jeffrey	LA-AA
Coreas	Ana	LA-AA
Cox	Zache	LA-AA
Davis	Shakima	LA-AA
Derin	Diane	LA-AA
Dourado	Karina	LA-AA
Dunlop	Steffon	LA-AA
Dunn	Jess	LA-AA
Duperval	Daniel	LA-AA
Echeverry	Jennifer	LA-AA
Erickson	Mary Ellen	LA-AA

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Evans	Jetarshi	LA-AA
Faisal	Anis	LA-AA
Famiglietti	Alyssa	LA-AA
Farquharson	Marline	LA-AA
Fennimore	Barbara Ann	LA-AA
Figueroa	Boris	LA-AA
Flores	Christian	LA-AA
Franklyn	Obrian	LA-AA
Gell	Cristy	LA-AA
Genao	Bella	LA-AA
Ghafoorzada	Samira	LA-AA
Gilbert	Michelle	LA-AA
Gilling	Ashea	LA-AA
Giron	David	LA-AA
Giwa	Mobolaji	LA-AA
Glavan	Bobby	LA-AA
Gomez	Victor	LA-AA
Gonzalez	Denissa	LA-AA
Gonzalez	Jessica	LA-AA
Gordon	Shannon	LA-AA
Grammatikopoulos	Panagiotis	LA-AA
Grant	Cerez	LA-AA
Grant	Gary	LA-AA
Greenwood	Kierra	LA-AA
Guerrero	Vanessa	LA-AA
Guevara	Sandy	LA-AA
Guzman	Loraine	LA-AA
Haidar	Hunaina	LA-AA
Haimowitz	Scott	LA-AA
Halili	Natalie	LA-AA
Hanson	Brandon	LA-AA
Hartunian	Agop	LA-AA
Has	Ajla	LA-AA
Haynes	Brittany	LA-AA
Hendricks	Demar	LA-AA
Henry	Kayson	LA-AA
Hernandez	Eliana	LA-AA

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Hernandez	Gary	LA-AA
Hernandez	Johanna	LA-AA
Hernandez-Rivera	Sonia	LA-AA
Holness	Kurt	LA-AA
Horna	Ana	LA-AA
Hughley	Ebony	LA-AA
Hunt	Dabney	LA-AA
Hunter	Faron	LA-AA
Jakhu	Roma	LA-AA
James	Kelly	LA-AA
Jaskolka	Patrycja	LA-AA
Jesurasa	Anette	LA-AA
Johnson	Shantaya	LA-AA
Jones	Christopher	LA-AA
Joseph	Renee	LA-AA
Kaju	Amanda	LA-AA
Kales	Konstadina	LA-AA
Kaur	Parminder	LA-AA
Kaykov	Talia	LA-AA
Keegan	John	LA-AA
Kellowan	Tricia	LA-AA
Khaliq	Pareema	LA-AA
Khan	Ozal	LA-AA
Khan	Qamar	LA-AA
Khan	Saima	LA-AA
Kim	Alex	LA-AA
Kim	Yoong	LA-AA
King	Janelle	LA-AA
Kipridis	Nikita	LA-AA
Kolilias	Drita	LA-AA
Lau	Matthew	LA-AA
Lazerow	Nina	LA-AA
Lee	Abraham	LA-AA
Lee	Christina	LA-AA
Lee	Jeongeun	LA-AA
Lee	Jonathan	LA-AA
Lee	Kyu	LA-AA

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Leon	Stacey	LA-AA
Levinson	Melissa	LA-AA
Leyva	Patsy	LA-AA
Li	Wendan	LA-AA
Liaguno	Maria	LA-AA
Lo Bianco	Roberto	LA-AA
Low	Pei	LA-AA
Lu	Kai	LA-AA
Luke	Marlesa	LA-AA
Lynch	Meagan	LA-AA
Madera	Natalie	LA-AA
Maghirang	Rainier	LA-AA
Magnera	Francesca	LA-AA
Mahalwal	Akash	LA-AA
Mangione	Vincenzo	LA-AA
Manolis	Ekaterini	LA-AA
Marcelino	Connie	LA-AA
Marinescu	Gregory	LA-AA
Martinez	Gabrielle	LA-AA
Martinez	Natalie	LA-AA
Martinez	Raquel	LA-AA
Marzouka	Fannie	LA-AA
Mathew	Linsa	LA-AA
Matos	Fausto	LA-AA
Mcdonnell	Nora	LA-AA
Mcfarlane	Maximillian	LA-AA
Medina	Sabrina	LA-AA
Michel	Daniel	LA-AA
Miranda	Martin	LA-AA
Mohamed	Andrew	LA-AA
Montes	David	LA-AA
Montgomery	Monique	LA-AA
Morocho	Gisela	LA-AA
Morrissey	Michael	LA-AA
Mortel	Rena	LA-AA
Morton	Shalice	LA-AA
Narine	Sharvanie	LA-AA

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Nelson	Cherish	LA-AA
Nelson	Taylor	LA-AA
Ng	Fiona	LA-AA
Niazmand	Faridah	LA-AA
Nisimov	Dora	LA-AA
Nisthalal	Andy	LA-AA
Octavien	Francoise	LA-AA
Olivo	Nicole	LA-AA
Oquendo	Sandra	LA-AA
Orantes	Hector	LA-AA
Ortega	Victor	LA-AA
Pachucho	Estephanie	LA-AA
Pan	Arlene	LA-AA
Pan	Charlies	LA-AA
Parke	Ashley	LA-AA
Parks	Kurt	LA-AA
Pena	Melissa	LA-AA
Perez	Adriana	LA-AA
Persaud	Delvin	LA-AA
Pineiro	Tara	LA-AA
Piquant	Vanessa	LA-AA
Plummer	Thomas	LA-AA
Pomboza	Veronica	LA-AA
Poon	Wing Chung	LA-AA
Quackenbush	Brian	LA-AA
Rachiele	Gianna	LA-AA
Ramos	Andrew	LA-AA
Renaud	Stephanie	LA-AA
Richards	Amanda	LA-AA
Robles	Ksee	LA-AA
Rodriguez	Angelica	LA-AA
Rodriguez	Saskya	LA-AA
Rojas	Joanna	LA-AA
Rojas	Karina	LA-AA
Roman	Monica	LA-AA
Romero	Francisco	LA-AA
Ruiz	Rafael	LA-AA

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Salas	Brenda	LA-AA
Salinas	Christina	LA-AA
Salinas	Stephanie	LA-AA
Samad	Waqas	LA-AA
Samsoondar	Michelle	LA-AA
Sanchez	Lissete	LA-AA
Santana	Jose	LA-AA
Sarmiento	Omar	LA-AA
Schwartz	Dovid	LA-AA
Scott	Cicely	LA-AA
Sepulveda	Philisha	LA-AA
Shan	Sebastien	LA-AA
Shimunov	Artur	LA-AA
Shipley	Diahann	LA-AA
Sikorski	Monika	LA-AA
Sims	Valansha	LA-AA
Sin	Yvonne	LA-AA
Smith	Orellee	LA-AA
Snyder	Alise	LA-AA
Solomon	Camile	LA-AA
Stokes	Chanel	LA-AA
Subrati	Bibi	LA-AA
Swiader	Keith	LA-AA
Syed	Mohammed	LA-AA
Tadlaoui	Aicha	LA-AA
Tait	Yaheida	LA-AA
Tang	Kevin	LA-AA
Tang	Peimeng	LA-AA
Tarpeh	Montee	LA-AA
Tavarez	Jazmine	LA-AA
Taylor	Kerry	LA-AA
To	Tiffany	LA-AA
Toalongo	Carlos	LA-AA
Torres	Amanda	LA-AA
Troy	Brian	LA-AA
Tsatourova	Rita	LA-AA
Uvaydova	Yekaterina	LA-AA

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Valerio	Jessica	LA-AA
Valiente	Leslie	LA-AA
Varela	Zahara	LA-AA
Vargas	Kathleen	LA-AA
Vasquez	William	LA-AA
Vazquez	Meryl	LA-AA
Velasquez	Felicita	LA-AA
Vias	Nicole	LA-AA
Wagner	Ryan	LA-AA
Wai	Amanda	LA-AA
Walia	Phupinder	LA-AA
Wambugu	Thuo	LA-AA
Wang	Bulue	LA-AA
Washburn	Jillian	LA-AA
Wickers	Jamie	LA-AA
Wilson	Kyle	LA-AA
Wong	Winson	LA-AA
Wu	Min	LA-AA
Yohananov	Abraham	LA-AA
Yu	Poyi	LA-AA
Zarb	Frank	LA-AA
Zeberan	Steven	LA-AA
Zeng	Cui Zhi	LA-AA
Zhang	Yizhou	LA-AA
Zhuang	Zhe	LA-AA
Abdelqader	Hia	LE-AA
Acampora	April	LE-AA
Bencosme	Joyce	LE-AA
Collado	Melissa	LE-AA
Cook	Ashley	LE-AA
Cucchiara	Annamaria	LE-AA
Dietz	Allison	LE-AA
Ferrara	Kristen	LE-AA
Flynn Jr.	Leonard	LE-AA
Gutierrez	Elizabeth	LE-AA
Heo	Young Seong	LE-AA



*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Latchman	Stephanie	LE-AA
Li	Jia	LE-AA
Mai	Alena	LE-AA
Merchant	Adria	LE-AA
Monegro	Denisse	LE-AA
Nathanail	Effie	LE-AA
Perla	Lisa	LE-AA
Rubio	Elizabeth	LE-AA
Ruffin	Hanna	LE-AA
Unger	Christina	LE-AA
Zappitielli	Margaret	LE-AA

Acevedo	Friendly	LS-AS
Alsaidi	Norman	LS-AS
Baez	Martha	LS-AS
Balingcongan	Kevin	LS-AS
Benjamin	Shawna	LS-AS
Boteju	Wjeewani	LS-AS
Dhanram	Padmini	LS-AS
Fernandez	Melenie	LS-AS
Foo	Andy	LS-AS
Gregoire	Rodlyne	LS-AS
Halilu	Ibrahim	LS-AS
Jalees	Mariyam	LS-AS
Kapadia	Ambrin	LS-AS
Lee	Julio	LS-AS
Martopullo	Farjola	LS-AS
Molina	Jasmin	LS-AS
Montero	Kate	LS-AS
Nazumudeen	Fathimabenazir	LS-AS
Norman	Kendra	LS-AS
Pang	Joey	LS-AS
Pareja	Carlos	LS-AS
Pe	Zwei	LS-AS
Ruiz	Ana	LS-AS
Savaille	Jean-Robert	LS-AS
Singer	Tara	LS-AS

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Sudol	Tiffany	LS-AS
Wang	Anne	LS-AS
Apuango	Mayra	MA-AAS
Cardenas	Nestor	MA-AAS
Cipriana	Lilly	MA-AAS
Jainarine	Tavena	MA-AAS
Limprecht	Nicole	MA-AAS
Ospina	Erika	MA-AAS
Belefanti	Edgard	ME-AAS
Grullon	George	ME-AAS
Izaguirre	Joseph	ME-AAS
Leveille	Ralph	ME-AAS
Mercado	Javier	ME-AAS
Rivera	Justin	ME-AAS
Rogers	Kenneth	ME-AAS
Vargas	Hector	ME-AAS
Villegas	Marcus	ME-AAS
		MO-
Cohen	Stacey	CERT
		MO-
Gopaul	Sabrina	CERT
		MO-
Noory	Aziza	CERT
Ali	Danny	MT-AAS
Costanzo	Michael	MT-AAS
Lee	Lawrence	MT-AAS
Portillo	Adalberto	MT-AAS
Tan	Henn	MT-AAS
Acosta	Elizabeth	NS-AAS
Baiden	Eunice	NS-AAS
Benjamin	Techia	NS-AAS
Bieniek	Michele	NS-AAS

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Boucher-best	Brentie	NS-AAS
Brown	Kathleen	NS-AAS
Cipriana	Latchmi	NS-AAS
Collasso	Mariela	NS-AAS
Cora	Kimora	NS-AAS
Cuyan	Jazel	NS-AAS
Deacon	Barbra	NS-AAS
Dengate	Erica	NS-AAS
Echeverry	Andres	NS-AAS
Fable	Miriana	NS-AAS
Florencio	Beira	NS-AAS
Fontanilla	George	NS-AAS
Gauntlett	Tiffany	NS-AAS
Goldwurm	Olga	NS-AAS
Greaves	Adrianna	NS-AAS
Grimm	Samuel	NS-AAS
Hekmaty	Semin	NS-AAS
Hugg	Delano	NS-AAS
James	Shanyyn	NS-AAS
Jamieson	Tara	NS-AAS
Joseph	Deneille	NS-AAS
Kaminsky	Alexandr	NS-AAS
Kaur	Kuljeet	NS-AAS
Kaur	Lovleen	NS-AAS
Kaur	Rajnish	NS-AAS
Kaur	Ranjit	NS-AAS
Khan	Shazia	NS-AAS
Kim	Michelle	NS-AAS
Kim	Seongcheol	NS-AAS
Ko	Naihua	NS-AAS
Marinez	Kati	NS-AAS
Matson	Lydia	NS-AAS
Mayorga	Trisha	NS-AAS
Mercado	Andrea	NS-AAS
Mohan	Cammie	NS-AAS
Naidoo	Nirmal	NS-AAS
Niles-charles	Roxanne	NS-AAS

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

O'connell	Kathleen	NS-AAS
Pascullo	Pasquale	NS-AAS
Paul	Shani	NS-AAS
Poljak	Mara	NS-AAS
Savarese Molinari	Frances	NS-AAS
Scott	Keturah	NS-AAS
Shuler	Felicia	NS-AAS
Singh	Juliean	NS-AAS
Small	Shanika	NS-AAS
Thomas	Stravina	NS-AAS
Thornton	Felicia	NS-AAS
Troy	Jill	NS-AAS
Voulgaris	Grigoria	NS-AAS
Yang	Di	NS-AAS
Zaidi	Bakhshish	NS-AAS
Zhang	Yun	NS-AAS

Bien Aime	Robens	PE-AS
Huang	Xiaoyun	PE-AS
Liu	Shaofeng	PE-AS
Mohanlall	Parmanand	PE-AS
Smithson	Andre	PE-AS
Sun	Mingxiu	PE-AS

Gonzalez	Nancy	TC-AAS
Islam	Mohammad	TC-AAS

Almeida	Amy	TM-AAS
Brown	Kathleen	TM-AAS
Brustmann	Susan	TM-AAS
Celestin	Myrlene	TM-AAS
Collado	Marisel	TM-AAS
Finkel	Mandi	TM-AAS
Fourniotis	Leanna	TM-AAS
Giacinto	James	TM-AAS
Harris	Reina	TM-AAS
Kittrell	Frances	TM-AAS

*Academic Senate Agenda—September 13, 2011—Attachment E 1*

Lee	Sun-lung	TM-AAS
Makatura	Joanne	TM-AAS
Messina	Vincenza	TM-AAS
Resal	Savitri	TM-AAS
Rogers	Vernon	TM-AAS
Santiago	Delisha	TM-AAS
Sweeney	Daniel	TM-AAS
Wang	Li	TM-AAS
Breiner	Hugh	TX-AAS
Brown	Kaseem	TX-AAS
Byer	Bernard	TX-AAS
Carrington	Bryant	TX-AAS
Chu	Alan	TX-AAS
Dacosta	Fred	TX-AAS
Eng	Thomas	TX-AAS
Eramo	Anthony	TX-AAS
Fico	Michael	TX-AAS
Franklin	Donald	TX-AAS
Grayson	Patricia	TX-AAS
Gutierrez	Andrew	TX-AAS
Johnsen	Judith	TX-AAS
Karounos	Peter	TX-AAS
Lobaton	Julio	TX-AAS
Mendez	Oscar	TX-AAS
Peart	Julius	TX-AAS
Schoelles	Andrew	TX-AAS
Sparr	Paul	TX-AAS
Tejeda	Barbara	TX-AAS
Varga	Thomas	TX-AAS
Wright	God	TX-AAS
Yong	Vincent	TX-AAS
Vitale	Michael	WE-AA

**Summer 2011 Applicants for Graduation  
as of 8/1/2011**

Last Name	First Name	Major
Ali	Asad	BA-AAS
Bajcic	Bozica	BA-AAS
Bakshi	Preeti	BA-AAS
Bal	Shamsher	BA-AAS
Chi	Shoufei	BA-AAS
Fleurimond	Moise	BA-AAS
Gao	Zhenhui	BA-AAS
Henry	Oneil	BA-AAS
Kadim	Shamila	BA-AAS
Patel	Aarohi	BA-AAS
Peter	Wijayaratnam	BA-AAS
Zhang	Ming	BA-AAS
Hafizi	Sultana	BC-CERT
Lo Castro	Marie	BC-CERT
Murray-venzen	Donna	BC-CERT
Reilly	Eleanor	BC-CERT
Shannon	Cathleen	BC-CERT
Bheir	Reshma	BH-CERT
Ahn	Sungran	BL-AAS
Chamblin	Nigel	BL-AAS
Abraham	Jessica	BM-AAS
Akram	Nazia	BM-AAS
Canel	Guliz	BM-AAS
Castano	Sandra	BM-AAS
Cohen	Johanna	BM-AAS
Cruz	Antonio	BM-AAS
Negovetti	Jennifer	BM-AAS
Palmer	Maria	BM-AAS

*Academic Senate Agenda—September 13, 2011—Attachment E2*

Sambucci	John	BM-AAS
Tannenbaum	Edward	BM-AAS
Valerie	Thea	BM-AAS

Beckett	Jena	BS-AAS
Castillo	Eric	BS-AAS
James	Michelle	BS-AAS
Masihdas	Alicia	BS-AAS
Prismy	Mariejose	BS-AAS
Ramirez	Damaris	BS-AAS
Trinidad	Jasmyne	BS-AAS
Vargas	Jennifer	BS-AAS
Vasquez	Kecia	BS-AAS

Acevedo	Ismael	BT-AS
Aksalic	Aldin	BT-AS
Babaev	Albert	BT-AS
Babishov	Liron	BT-AS
Bai	Ge	BT-AS
Batista	Raymond	BT-AS
Ben-zvi	Roy	BT-AS
Brissett	Ashley	BT-AS
Brown	Orbin	BT-AS
Burriesci	Annamarie	BT-AS
Cela	Elio	BT-AS
Chen	Gong	BT-AS
Clarke	Aminata	BT-AS
Coleman	Latasha	BT-AS
Contrera	Andrew	BT-AS
Cortes	Gabriela	BT-AS
Cunningham	Lydia	BT-AS
Dawer	Rachita	BT-AS
Deniz	Eda	BT-AS
Dyce	Cheniqua	BT-AS
Espinosa	Jose	BT-AS
Ferro	Isabella	BT-AS
Fisher	Imonie	BT-AS

*Academic Senate Agenda—September 13, 2011—Attachment E2*

Ganesh	Narinedat	BT-AS
Gao	Kongwu	BT-AS
Garcia	Jennifer	BT-AS
Gianoutsos	Gregory	BT-AS
Gopaul	Anthony	BT-AS
Gordon	David	BT-AS
Gu	Alexandra	BT-AS
Gulfraz	Alina	BT-AS
Han	Jaejin	BT-AS
Harmon	Constance	BT-AS
He	Jim	BT-AS
Hernandez	Isbelie	BT-AS
Hua	Lichan	BT-AS
Ingrassia	Alyssa	BT-AS
Islam	Faisal	BT-AS
Jean-bart	Anthony	BT-AS
Jokhulall	Premwattie	BT-AS
Jolicoeur	Wilhelmine	BT-AS
Jung	Yoon	BT-AS
Kazandjian	Sahura	BT-AS
Kim	Jessica	BT-AS
Kim	Joshua	BT-AS
Kurner	Lisa	BT-AS
Kwok	Helen	BT-AS
La Cruz	Adrian	BT-AS
Lee	Louis	BT-AS
Leong	Cheng	BT-AS
Li	Huiyi	BT-AS
Lin	Jin	BT-AS
Lin	Juan	BT-AS
Lin	Olivia	BT-AS
Lin	Ying	BT-AS
Mai	Zhi Hua	BT-AS
Marte	Beverly	BT-AS
Martorella	Alesandro	BT-AS
Medina	Karol	BT-AS
Mgdesyan	Ripsime	BT-AS



*Academic Senate Agenda—September 13, 2011—Attachment E2*

Niazov	Artur	BT-AS
Ortiz	Ana	BT-AS
Paloma	Miriahm	BT-AS
Pang	Sheryll	BT-AS
Piedra	Jason	BT-AS
Quintana	Fernando	BT-AS
Ramirez	Alexis	BT-AS
Ramlakhan	Jonathan	BT-AS
Ricks	Patrice	BT-AS
Rios	Johanna	BT-AS
Rodic	Zorica	BT-AS
Rodriguez	Brook	BT-AS
Rubinov	Moyisey	BT-AS
Russell	Tashawna	BT-AS
Sabogal	Gustavo	BT-AS
Sanon	Eugenia	BT-AS
Seth	Supriya	BT-AS
Shafqat	Nabeel	BT-AS
Shah	Ankit	BT-AS
Shao	Lei	BT-AS
Shaw	Jason	BT-AS
Singer	Esin	BT-AS
Singh	Kiranpal	BT-AS
Singh	Sukhjinder	BT-AS
Sow	Kadiatou	BT-AS
Sultana	Nasreen	BT-AS
Sung	Jonguk	BT-AS
Tao	Ren	BT-AS
Tareen	Shaheer	BT-AS
Teyengua	William	BT-AS
Tobon	Diego	BT-AS
Trakas	Nikki	BT-AS
Wang	Shanshan	BT-AS
Watts	Shalia	BT-AS
Webb	Noni	BT-AS
Wu	Denny	BT-AS
Yakubov	Aleksandr	BT-AS

*Academic Senate Agenda—September 13, 2011—Attachment E2*

Yam	Amy	BT-AS
Ye	Haoyu	BT-AS
Yeung	Hing	BT-AS
Yeung	Ho Ting	BT-AS
Yu	Suyeon	BT-AS
Yun	Owen	BT-AS
Yusupov	Salamon	BT-AS
Zapata	Carlos	BT-AS
Zeng	Jianhao	BT-AS
Zeng	Zhaokui	BT-AS
Zhou	Pinmei	BT-AS
Zhou	Qian Qian	BT-AS
Zorrilla	Natalie	BT-AS

Arichabala	Jerry	CJ-AS
Belance	Jennifer	CJ-AS
Bravo	Brian	CJ-AS
Feliz	Michelle	CJ-AS
Fingerman	Kenneth	CJ-AS
Franklin	William	CJ-AS
Gobardhan	Jason	CJ-AS
Hardial	Rajmatie	CJ-AS
Hussein	Jallal	CJ-AS
Lee	Micky	CJ-AS
Madrid	Carlos	CJ-AS
Mendez	Yehnnny	CJ-AS
Paing	May	CJ-AS
Park	Jun Sun	CJ-AS
Payen	Luckner	CJ-AS
Persaud	Robert	CJ-AS
Punnett	Stephanie	CJ-AS
Pyne	Amber	CJ-AS
Richards	Ejurian	CJ-AS
Robinson	Katrina	CJ-AS
Salas	Stephanie	CJ-AS
Suri	Yaniyahi	CJ-AS
Svagna	Joshua	CJ-AS

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Tobias	Lionel	CJ-AS
Varricchio	Amanda	CJ-AS
Wilson	Denzel	CJ-AS
Niland	Jeremy	CT-AAS
Rana	Imran	CT-AAS
Shipley	Joel	CT-AAS
Singh	Parminder	CT-AAS
Zheng	Xiao Y	CT-AAS
Arroba	Mariella	DA-AAS
Boncy	Ricardo	DA-AAS
Lacaden	Tantalizea	DA-AAS
Montoya	Jennyfer	DA-AAS
Morgan	Alyssa	DA-AAS
Patirana		
Senaratna	Dayaretnage	DA-AAS
Tan	Sherry	DA-AAS
Zakin	Inna	DA-AAS
Wang	Yu	DD-AAS
Armand	Patrice	DP-AAS
Buitrago	Neil	DP-AAS
Castera	Richard	DP-AAS
Cruz	Christian	DP-AAS
Justin	Kulikam	DP-AAS
Malik	Nasir	DP-AAS
Rodriguez	Kevin	DP-AAS
Mancini	Paul	EM-AAS
Matos	Alex	EM-AAS
St Louis	Kirt	EM-AAS
Gooden	Tremaine	ET-AAS
Hira	Bhojenarine	ET-AAS
Satizabal	William	ET-AAS

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Aronis	Anna	FA-AS
Campbell	Selena	FA-AS
Del Greco	Vincent	FA-AS
Dipinto	Annamarie	FA-AS
Evans	Lindsay	FA-AS
Hazel	Ladyashley	FA-AS
Hotta	Yuji	FA-AS
Hwang	David	FA-AS
Jairam	Maria	FA-AS
Miceli	Kristina	FA-AS
Miranda	Kiara	FA-AS
Murray	Shebell	FA-AS
Pimentel	Catherine	FA-AS
Rivera	Gabriel	FA-AS
Roback	Paul	FA-AS
Smith	Jeffrey	FA-AS
Solano	Jessica	FA-AS
White	Kadisha	FA-AS

Anigbogu	Ifeanyichukwu	HS-AS
Caranay	Arlenjoy	HS-AS
Desauguste	Jehovah	HS-AS
Francis	Michelle	HS-AS
Hayat	Syeda	HS-AS
Ilyayev	Reuven	HS-AS
Javed	Sahrish	HS-AS
Kim	Brian	HS-AS
Louisjean	Fred	HS-AS
Teixeira	Samantha	HS-AS

Abitbol	Nadine	LA-AA
Ackerman	Zivia	LA-AA
Adames	Magdelin	LA-AA
Alam	Subra	LA-AA
Alcime	Marie	LA-AA
Alexander	Martin	LA-AA

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Anyanwu	Kingsley	LA-AA
Aparicio	Wendy	LA-AA
Arsenis	Maria	LA-AA
Asamoah	Sarah	LA-AA
Asfazadour	Kelly	LA-AA
Autry	Daphney	LA-AA
Avnyin	Michael	LA-AA
Azarias	J	LA-AA
Barnett	Michelle	LA-AA
Bethea	Zaconja	LA-AA
Bonilla	Nicholas	LA-AA
Cadet	Theresa	LA-AA
Calderon	Kristina	LA-AA
Caldwell	Bernadette	LA-AA
Canals	Luis	LA-AA
Carac-Mas	Stefanie	LA-AA
Cardenas	Victor	LA-AA
Charles	Fabienne	LA-AA
Chiquillo	Ivan	LA-AA
Chun	Hanna	LA-AA
Clarke	Maya	LA-AA
Coles	India	LA-AA
Colon	Erik	LA-AA
Correa	Michelle	LA-AA
Costa	Julia	LA-AA
Cotto	Lisa	LA-AA
Crosby	Christina	LA-AA
Cruz	Johan	LA-AA
Cruz	Natalie	LA-AA
Cutrone	Laurence	LA-AA
Da'annunciacao	Amanda	LA-AA
Dalton	Sarah	LA-AA
Dandin	Daphne	LA-AA
Daniel	Joy Ann	LA-AA
Depena	Lilibeth	LA-AA
Diaz	Vanessa	LA-AA
Diaz	Wendy	LA-AA

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Dixon	Akeem	LA-AA
Drexel	Kathleen	LA-AA
Dumitru	Bogdan	LA-AA
Dvora	David	LA-AA
Dzuakpo	Dzifa	LA-AA
Espinal	Isabel	LA-AA
Estevez	Kimberly	LA-AA
Fernandez	Steven	LA-AA
Ferreira	Sarah	LA-AA
Flores	Angelica	LA-AA
Fowler	Anastassia	LA-AA
Franco	Elizabeth	LA-AA
Fraser	Odessa	LA-AA
Frontaan	Suany	LA-AA
Gantt	Rodney	LA-AA
Garboza-hong	Pedro	LA-AA
Garvey	Kerry	LA-AA
Genna	Maria	LA-AA
Gonzalez	Elena	LA-AA
Gonzalez	Toni	LA-AA
Grant	Sherieda	LA-AA
Graves	Kennedra	LA-AA
Griffiths	Vanessa	LA-AA
Guvercin	Buge	LA-AA
Guzman	Dario	LA-AA
Han	Ki	LA-AA
Harmon	Ronald	LA-AA
Haverkamp	Michelle	LA-AA
Hernandez	Isabel	LA-AA
Hernandez	Steve	LA-AA
Herrera	Kenia	LA-AA
Hertzberg	Adina	LA-AA
Ho	Joon	LA-AA
Hyppolite	Rose	LA-AA
Jakubov	John	LA-AA
Johnson	Mark	LA-AA
Johnson	Ricki	LA-AA

*Academic Senate Agenda—September 13, 2011—Attachment E2*

Joseph	Robert	LA-AA
Jung	Michael	LA-AA
Kaur	Baljit	LA-AA
Kaur	Chanpreet	LA-AA
Kim	Grace	LA-AA
King	Tareema	LA-AA
Kiouvas	Dimitra	LA-AA
Labidi	Jamilla	LA-AA
Lao	Danny	LA-AA
Lee	James	LA-AA
Lee	Jesse	LA-AA
Lee	Lydia	LA-AA
Lee	Maggie	LA-AA
Lee	Paul	LA-AA
Lee	Robbi	LA-AA
Lemache	Victor	LA-AA
Leon	Veronica	LA-AA
Levy	David	LA-AA
Lin	Wei	LA-AA
Liu	Joan	LA-AA
Luc	Marc	LA-AA
Lugtu	Ivan	LA-AA
Martin	Michelle	LA-AA
Matthews	Zachary	LA-AA
Mavashev	Jane-elina	LA-AA
Mayar	Wagma	LA-AA
Mayne	Candice	LA-AA
Mcclelland	Jessica	LA-AA
Melendez	Marbel	LA-AA
Min	James	LA-AA
Miseje	Kamila	LA-AA
Morales	Katherine	LA-AA
Moreno	Joanne	LA-AA
Muller	Jonathan	LA-AA
Munoz	Kevin	LA-AA
Nero	Charmaine	LA-AA
Nowicki	Ariana	LA-AA

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O'brien	Tea	LA-AA
Ojekunle	Olaide	LA-AA
Olukanni	Abiola	LA-AA
Ospina	Jennifer	LA-AA
Palomino	Ignacia	LA-AA
Pamesa	Christopher	LA-AA
Parasram	Samantha	LA-AA
Park	Joo-yeon	LA-AA
Patritti	Carolina	LA-AA
Paul	Ashli	LA-AA
Pavlatos	Christine	LA-AA
Perez	Dulce	LA-AA
Perez	Jasmine	LA-AA
Persaud	Tara	LA-AA
Phelps	Jennifer	LA-AA
Plantin	Marie	LA-AA
Prizament	Danielle	LA-AA
Rabos	Christina	LA-AA
Ramswamy	Daren	LA-AA
Rapalo	Mercedes	LA-AA
Regester	Lauren	LA-AA
Rhea	Melissa	LA-AA
Rhodes	Kayan	LA-AA
Rigogiannis	Paulina	LA-AA
Rizzo	Stefanie	LA-AA
Robinson	Tina	LA-AA
Rodney	Richel	LA-AA
Rodriguez	Catherine	LA-AA
Rojas	Nataly	LA-AA
Rowe	Debbie	LA-AA
Salgado	Thelma	LA-AA
Sangar	Ranie	LA-AA
Shannon	Denis	LA-AA
Share	Regina	LA-AA
Sharma	Jaya	LA-AA
Shaw	Yannique	LA-AA
Shirzad	Salma	LA-AA



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Shiwbalak	Anthony	LA-AA
Singh	Amanda	LA-AA
Singh	Gurwinder	LA-AA
Singh	Yashodra	LA-AA
Sinisterra	Yadira	LA-AA
Smith	Julia	LA-AA
Sonnenberg	Amber	LA-AA
Sovulj	Jagoda	LA-AA
Steele-khatib	Nizar	LA-AA
Subaxon	Antoinette	LA-AA
Sundhani	Tejal	LA-AA
Surpris	Guydee	LA-AA
Sussman	Ami-lyn	LA-AA
Tabb	Brittany	LA-AA
Teng	Annie	LA-AA
Thomas	Tonesia	LA-AA
Tobar	Jessica	LA-AA
Torchon	Shirley	LA-AA
Trikouros	Christiana	LA-AA
Usdiyanto	Dimas	LA-AA
Valdez	Manuel	LA-AA
Valenza	Elizabeth	LA-AA
Valerio	Julie	LA-AA
Vela	Karina	LA-AA
Velez	Christian	LA-AA
Vinuya	John	LA-AA
Wages	Destiny	LA-AA
Webster	Monique	LA-AA
Weir	Kadian	LA-AA
Wharton	Ian	LA-AA
Williams	Tamara	LA-AA
Wilson	Tanya	LA-AA
Wolff	Gina	LA-AA
Zwibel	Lennie	LA-AA
Berrios	Melissa	LE-AA
Bhagwandin	Nadia	LE-AA

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Brown	Kiva	LE-AA
Bryant	Dana	LE-AA
Campbell	Terry-ann	LE-AA
Carames	Juan	LE-AA
Cardona	Maria	LE-AA
Chen	Jennifer	LE-AA
Cotto	Janira	LE-AA
Dedomenico	Stefanie	LE-AA
Dusi	Nikolina	LE-AA
Estrella	Kelmy	LE-AA
Ferrara	Kelli	LE-AA
Heckel	Michelle	LE-AA
Karras	Aphrodite	LE-AA
Mendez	Daisy	LE-AA
Molina	Laura	LE-AA
Mrakovcic	Peter	LE-AA
Oneill	Michael	LE-AA
Pachon	Ivonne	LE-AA
Perez	Gisela	LE-AA
Pirovolikos	Filitsa	LE-AA
Podmore	Karen	LE-AA
Ponzo	Jessica	LE-AA
Ramirez	Lisseth	LE-AA
Rivera	Priscilla	LE-AA
Salazar	Aneidy	LE-AA
Spernacka	Joanna	LE-AA
Svezia	Samantha	LE-AA
Torres	Vanessa	LE-AA
Vivar	Evelyn	LE-AA
Wilkinson	Lauren	LE-AA
Wu	Mabel	LE-AA
Zhao	Huiping	LE-AA
An	Seung	LS-AS
Assous	Michael	LS-AS
Clarke	Vour	LS-AS
Dade	Lynevarda	LS-AS

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Denard	Sarah	LS-AS
Edwards	Bianca	LS-AS
El-rowmeim	Maher	LS-AS
Eng	Steven	LS-AS
	Amanda	
Esteban	Evelina	LS-AS
Falade	Ifeoluwa	LS-AS
Fray	Kavita	LS-AS
John-baptiste	Charlene	LS-AS
Khodjayev	Dilshod	LS-AS
Kim	Roy	LS-AS
Kouloubes	Gerasimos	LS-AS
Leon	Pablo	LS-AS
Li	Min	LS-AS
Malik	Faisal	LS-AS
Medina	Karina	LS-AS
Mossop	Clarissa	LS-AS
Musheyev	Benjamin	LS-AS
O'neil	Latoya	LS-AS
Park	Elizabeth	LS-AS
Peters	Diandra	LS-AS
Prabhaker	Felix	LS-AS
Salarbux	Stephanie	LS-AS
Shaha	Mousume	LS-AS
Singh	Sumeeta	LS-AS
Ulloa	Leonel	LS-AS
Wills	Robin	LS-AS
Ghimire	Shanta	MA-AAS
Salazar	Paula	MA-AAS
Shipman	Evelyn	MA-AAS
Toy	Cindy	MA-AAS
Wang	Saihua	MA-AAS
Zapanta	Khristine	MA-AAS
Pierre	Lowhency	ME-AAS
Prowell	Xavier	ME-AAS

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Ryan	John	ME-AAS
Salcedo	Luis	ME-AAS
Sapp	Cadauni	ME-AAS
Paredes	Miguel	MT-AAS
Antonaros	Laura	NS-AAS
Barnes	Melinda	NS-AAS
Lam	Bai	PE-AS
Ribeiro	Daniel	PE-AS
Zubairy	Ali	PE-AS
Bissessar	Richard	TC-AAS
Rosario	Athina	WE-AA

QUEENSBOROUGH COMMUNITY COLLEGE  
The City University of New York

Report to the Academic Senate

MEMORANDUM

FROM: Sheila Beck

TO: Professor Barbara Blake Campbell

Date: August 23, 2011

SUBJECT: Committee on Committees Monthly Report, August 2011

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Due to the resignation of Margaret Strohlein from the Environment, Quality of Life and Disability Issues Committee, Weiner Ye has been placed on this committee.

Due to the resignation of Edward Volchok from the Writing across the Disciplines/Writing across the Curriculum, Julia Pigza has been appointed to this committee.

Due to the change in status of Julia Pigza from steering committee designee to voting member on the Writing across the Disciplines/ Writing across the Curriculum Committee, Lawrence Bentley has been appointed to this committee as the steering committee designee.

Respectfully submitted,

Sheila Beck, Chair

Committee on Committees

**QUEENSBOROUGH COMMUNITY COLLEGE**  
**The City University of New York**

**ACADEMIC SENATE**

**COMMITTEE ON ACADEMIC DEVELOPMENT AND ELECTIVE PROGRAMS**

Telephone  
Fax  
Email

**TO:** Sheila Beck, Secretary, Academic Senate Steering Committee  
**FROM:** Urszula Golebiewska, Chair, Committee on Academic Development and Elective Programs  
**SUBJECT: Annual Report for Committee on Academic Development and Elective Programs for 2010/2011**  
**DATE: July 09, 2011**

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**Committee members:**

Urszula Golebiewska (Chair)  
Kelly Ford (Secretary)  
Virginia Cowen  
Jeffrey Jankowski  
Nicholas Di Zinno  
Vour Clarke (student)  
Helene Dunkelblau, Steering Committee's Designee  
Michele Cuomo, President's Designee

Committee met four times during the spring and fall semesters. The meetings took place on Tuesday's October 26<sup>th</sup>, November 30<sup>th</sup>, February 8<sup>th</sup>, and May 18<sup>th</sup> at 2:15 pm.

During the first meeting the Committee on Academic Development discussed committee charges and recommendations from the previous year. Specifically, the committee reviewed the survey to chairs regarding evaluation form of the faculty; due to the ambiguous results of the survey the committee decided to perform the survey in few more years when more information is acquired. The committee decided to renew connections and work with CETL on development of events for faculty. The committee invited Meghmala Tarafdar to the meeting on November 30<sup>th</sup>. Prior to the discussion with Meg the committee reviewed list of workshops and seminars offered by CETL. After a fruitful discussion the committee decided to develop a "fishbowl event" on instructional technology. The event was held on Wednesday, March 2<sup>nd</sup>, 2011 and titled: "Fishbowl Event Faculty Perspectives on Instructional Technology". The reception was in general positive. The committee decided to recommend further development of similar events.

**Recommendations:** Continue to work with CETL on faculty development events and promotion of them.

**New Committee members (2011/2012):**

Urszula Golebiewska (Chair)

Peter Gray (Secretary)

Sandra Marcus

Andrea Salis

Howard Sporn

Karen Steele, President's Designee

Helene Dunkelblau, Steering Committee Designee

**QUEENSBOROUGH COMMUNITY COLLEGE  
THE CITY UNIVERSITY OF NEW YORK**

**COMMITTEE ON ADMISSIONS**

Of the Academic Senate

**ANNUAL REPORT**

**ACADEMIC YEAR**

**08/2010 – 08/2011**

**Membership:** Professor G. Colalillo, Chairperson  
 Instructor R.Aikas  
 Lecturer S.Hock, Secretary  
 Professor R.Scal  
 Professor J.Shin  
 Professor: V. Kasomenakis (Non-voting member)

The Committee on Admissions met (8) times during Academic Year August, 2010 – August, 2011.  
 Below is the disposition of the applications:

Meeting Dates	Total Apps.	Total Apps. Reviewed	DEGREE			NON-DEGREE			NURSING	
			Degree Status Approved	Degree Status Denied	Degree Pending For CCS Decision	NM8 Approved	NM8 Denied	NM8 Pending For CCS Decision	Nursing Approved	Nursing Approved For LA1/HS1
10-08-2010	450	65	18	23	2	0	0	0	6	16
10-29-2010	483	54	18	18	5	1	0	0	3	9
11-16-2010	296	35	7	15	1	1	1	0	3	7
12-14-2010	207	163	66	68	11	4	2	1	2	9
<b>SPRING 2011</b>	<b>1,426</b>	<b>317</b>	<b>109</b>	<b>124</b>	<b>19</b>	<b>6</b>	<b>3</b>	<b>1</b>	<b>14</b>	<b>41</b>
04-04-2011	297	61	14	13	2	1	2	0	7	22
04-27-2011	289	53	8	25	1	1	2	0	1	5
05-11-2011	501	67	24	29	7	2	1	0	2	12
06-22-2011	244	122	54	45	6	2	3	0	4	8
08-25-2011	767	23							4	19
<b>FALL 2011</b>	<b>2,098</b>	<b>326</b>	<b>110</b>	<b>102</b>	<b>16</b>	<b>6</b>	<b>8</b>	<b>0</b>	<b>18</b>	<b>66</b>
<b>TOTAL</b>	<b>3,524</b>	<b>643</b>	<b>219</b>	<b>226</b>	<b>35</b>	<b>12</b>	<b>11</b>	<b>1</b>	<b>32</b>	<b>107</b>



- The tasks of the Committee are to review and evaluate applications for re-admission to the College after academic dismissal and formulate and recommend to the Academic Senate guidelines and standards for admission to the college. This year the committee approved and implemented policy to readmit only those students who seemed to be most likely to complete the degree requirements and graduate. This academic year 36.8 % of students seeking re-admission were denied, while 5.6% were referred to the Committee on Course and Standing (CCS) prior to consideration for readmission. This rate is consistent with that of the previous year.

Students were referred to the Committee on Course and Standing for possible removal of WU (unofficial withdrawal) grades. For some students, their transcripts showed consecutive or intermittent semesters of WU grades. If applicants had documented reasons for WU grades, their readmission was deferred pending review by the Committee on Course and Standing. Students were able to re-apply to the Admissions Committee if the Committee on Course and Standing acted favorably on their appeal.

- Mr. Winston Yarde, Director of Admissions attended the October 8, 2010 meeting. He reinforced a minimum GPA of 1.5 for readmission and consideration of special circumstances if applicable. The Committee members received a list of the grading terminology as outlined in the QCC College Catalogue 2010-2011. Steering Committee charges for academic year 2010-2011 were distributed and reviewed by the Committee.
- October 8, 2010: The Committee unanimously approved a policy on increasing the minimum pre clinical Nursing Program sequence GPA to 3.0 for application eligibility and to require all applicants to the Nursing Program to take the National League for Nursing Pre Admission RN PAX Exam (NLN-RN PAX). The Committee decided that reinstated students granted 1 course will have a four credit limit; those granted 2 courses will have an eight credit limit.
- It was agreed by all Committee members that applicants with GPA below 1.50 would be considered under special circumstances accompanied by supporting evidence.
- The GPA calculator was available at the meetings to identify applicants who would not have the mathematical possibility of achieving a 2.0 GPA required for graduation. It was very helpful in assisting the decisions of the Committee.
- The Senate Committee on Admissions shall report to the Committee on Assessment and Institutional Effectiveness its plan for and schedule for submission of reports related to Admissions and Recruitment. This request was received by the Committee (April 15) and shared with members at meeting on April 27, 2011. The Committee has asked for clarification of the format and frequency of this report and if this information can be satisfied through the Admission Committee's Annual Report.
- Mr. W Yarde, Director of Admissions attended the May 11, 2011 meeting and recommended that the committee examine all aspects of a student's academic record and consider extenuating circumstances in decisions to readmit.
- The Committee elected Prof. Georgina Colalillo as the Chairperson and Prof. Edmund Clingan as its new secretary to serve during the 2011-2012 academic year.
- The Chairperson thanks the members of the Committee for their collegiality, dedication and for consistently attending meetings and meticulously reviewing 643 applications for re-admission to the College. Due to the commitment of each member, the committee was able to continuously make changes that resulted in a more efficient decision-making process. The committee is grateful to Mr. W. Yarde, Director of Admissions, for his hospitality, guidance and support to the Committee. The members would like to express special thankfulness to Ms. Guzman who scheduled and coordinated all the meetings, presented applications for review, and recorded the decisions of the Committee. The Committee could not have operated smoothly without her tireless assistance.

- The Chairperson considers it a privilege to have served in this capacity. She is confident in the continued effectiveness of the Committee in the new academic term.

Respectfully submitted,

Georgina Colalillo  
Chairperson, 2010-2011

Cc: Prof. Georgina Colalillo, Admissions Committee Chairperson, 2010-2011  
Mr. W. Yarde, Director of Admissions

**QUEENSBOROUGH COMMUNITY COLLEGE**  
**Academic Senate**  
**Committee on Assessment and Institutional Effectiveness**

DATE: May, 2011

FROM: The Committee on Assessment and Institutional Effectiveness, Philip Pecorino, Chairperson, 2010-2011

TO: Academic Senate, Steering Committee Chairperson, Dr. Emily Tai

SUBJECT: Annual Report, 2010-2011

The Committee was created in late Spring of 2010. In its first year the committee established its basic method of proceeding to fulfill its charge and a schedule for the Senate's reception of assessments of all areas of the College and of their review by Senate Committees and the Committee on Assessment and Institutional Effectiveness.

Here is the Committee Charge:

- a. Receive and review summary reports describing initiatives to assess student learning from academic departments, academies, and academic programs of the college;
- b. Receive and review documents relating to assessments of institutional effectiveness from all non-academic units of the college;
- c. Make annual reports of progress in assessment of data collection, including:
  1. The receipt of assessment reports from each department/unit of the college;
  2. Courses/college units assessed from each department;
  3. Summary of Assessment data gathered from assessments;
  4. Any departmental conclusions drawn and/or actions taken as a result.
- d. Review assessment procedures the College undertakes and make recommendations concerning these assessment initiatives to the Academic Senate, in support of principles of shared governance, academic freedom and transparency.

This report will be organized on the order of its charge.

**a. Receive and review summary reports describing initiatives to assess student learning from academic departments, academies, and academic programs of the college;**

The Committee has determined that it is the Academic Senate Committee on Curriculum that shall request from the Office of Academic Affairs its assessment of how well the Degree Program Review Process is operating and, within it, the program of Course Assessment conducted by Academic Departments. The Committee itself is not only not going to request to examine such degree program and course assessment reports but sees no need to examine them at the level of this Committee. The Committee takes its charge to conduct meta-assessment. The Committee on Curriculum should ascertain to what degree the Office of Academic Affairs has been receiving and reviewing summary reports describing initiatives to assess student learning from academic departments, academies, and academic programs of the college and send those reports on to this Committee on Assessment and Institutional Effectiveness. The Committee on Curriculum has been so advised by this Committee.

**b. Receive and review documents relating to assessments of institutional effectiveness from all non-academic units of the college;**

The Committee has established a schedule (minimum five year cycle) whereby all areas of the college will be assessed and those assessments received by various committees of the Academic Senate as well as by the Committee on Assessment and Institutional Effectiveness. The Committee has sent out memos requesting assessments from many offices of the College and sent memos to various Senate Committees requesting that they themselves requests assessments from areas of the College related to their areas. Here is that schedule:

What is assessed	Request sent to:	Senate Committee making the request
<ul style="list-style-type: none"> <li>• Human Resources and Labor Relations</li> </ul>	Dean of HR and LR	Committee on Assessment and Institutional Effectiveness
<ul style="list-style-type: none"> <li>• President’s Cabinet</li> </ul>	Office of the President	Committee on Assessment and Institutional Effectiveness
<ul style="list-style-type: none"> <li>• Academic Initiatives</li> <li>• Academy operations - OAA</li> <li>• Coordinated Undergraduate Education (CUE)</li> <li>• Adjunct Services</li> <li>• ASAP</li> <li>• Basic Skills Learning Center</li> <li>• Campus Writing Center</li> <li>• CETL</li> <li>• College Discovery</li> <li>• College Now</li> <li>• CSTEP</li> <li>• Institutional Research</li> <li>• Mathematics Learning Center</li> <li>• Registrar</li> <li>• Student Learning Center</li> <li>• Tech-Prep</li> </ul>	Office of Academic Affairs	Committee on Assessment and Institutional Effectiveness
<ul style="list-style-type: none"> <li>• Academic Senate</li> </ul>	Senate Steering Committee	Committee on Assessment and Institutional Effectiveness
<ul style="list-style-type: none"> <li>• College Advisory Planning Committee</li> <li>• Strategic Planning Process</li> <li>• Office of Academic Advisement and Institutional Effectiveness</li> </ul>	Office of Accreditation, Assessment and Institutional Effectiveness	Committee on Assessment and Institutional Effectiveness
<ul style="list-style-type: none"> <li>• Accounting &amp; Related Entities</li> <li>• Accounts Payable</li> <li>• Budget Office</li> <li>• Financial Services</li> <li>• Financial Services &amp; Related Entities</li> <li>• Payroll</li> <li>• Personnel</li> <li>• Purchasing</li> </ul>	Office of Budget and Finance and Administration	Committee on Assessment and Institutional Effectiveness
<ul style="list-style-type: none"> <li>• Annual Giving/Major Gifts</li> </ul>	Office of Institutional Advancement	Committee on Assessment and Institutional Effectiveness

<ul style="list-style-type: none"> <li>Sponsored Programs</li> </ul>		
<ul style="list-style-type: none"> <li>Academic Advisement</li> </ul>	Office of Student Affairs	Committee on Assessment and Institutional Effectiveness
<ul style="list-style-type: none"> <li>Career Services</li> <li>Counseling Services</li> <li>Four-year College Transfer</li> <li>Health Services</li> <li>International Students</li> <li>Judicial Affairs</li> <li>New Student Enrollment Planning</li> <li>Services for Students with Disabilities</li> <li>Student Activities</li> <li>Student Services: Assessment of student experiences—clubs and otherwise—available from year-end reporting</li> <li>Testing</li> </ul>	Office of Student Affairs	Committee on Student Activities
Vendor Services	Office of Budget and Finance and Administration	Committee on Vendor Services
Publications	Office of Institutional Advancement	Committee on Publications
<ul style="list-style-type: none"> <li>Art Gallery</li> <li>Holocaust Resource Center</li> </ul>	Office of Institutional Advancement	Committee on CULTURAL RESOURCES and ARCHIVES
<ul style="list-style-type: none"> <li>eLearning Program</li> <li>Academic Computing Center</li> </ul>	Office of Academic Affairs	Committee on eLearning
<ul style="list-style-type: none"> <li>Administrative Services</li> <li>Print shop</li> <li>Mailroom</li> <li>Transportation</li> <li>Buildings &amp; Grounds</li> <li>Campus Facilities</li> <li>Central Receiving</li> <li>Environmental Health &amp; Safety</li> <li>Safety &amp; Security</li> </ul>	Office of Budget and Finance and Administration	Committee on Environment Quality of Life and Disability Issues
Affirmative Action, Pluralism, and Diversity Compliance	Office of the President	Committee on Environment Quality of Life and Disability Issues
Marketing and Communications	Office of Institutional	Committee on Environment Quality of Life and Disability

	Advancement	Issues
Library	Office of Academic Affairs	Committee on Library
<ul style="list-style-type: none"> <li>Assessment of the Academic Program Review process from the Office of Academic Affairs</li> <li>Report on all department course assessment from the Assessment Office</li> </ul>	Office of Academic Affairs	Committee on Curriculum
WI Initiative and Program	Office of Academic Affairs	Committee on WID WAC
Admissions & Recruitment	Office of Student Affairs	Committee on Admissions
Continuing Education and Workforce Development	Office of Academic Affairs	Committee on Continuing Education
Information Technology	Office of Budget and Finance and Administration	Committee on Computer Resources

**c. Make annual reports of progress in assessment of data collection, including:**

- 1. The receipt of assessment reports from each department/unit of the college;**
- 2. Courses/college units assessed from each department;**
- 3. Summary of Assessment data gathered from assessments;**
- 4. Any departmental conclusions drawn and/or actions taken as a result.**

The Committee notes that the Office of Accreditation, Assessment and Institutional Effectiveness has been receiving assessment reports (annual reports) from many areas of the college and has been placing them on the college website. The committee has seen the website. It has been receiving the Degree Program Reviews for all degree programs and they include the assessments of courses.

**d. Review assessment procedures the College undertakes and make recommendations concerning these assessment initiatives to the Academic Senate, in support of principles of shared governance, academic freedom and transparency.**

In the first year of operation, the Committee developed a plan for the reception of assessment reports by the Committee itself and through the committees of the Academic Senate. In its next year of operation, the Committee can move towards examining the reports themselves and the assessment processes. In its first year the Committee did detect areas of the College that were not scheduled to be assessed and responded by making requests of various units and offices for assessments of those areas. When the Committee reviews the responses to the requests of the Committees and the assessment reports, it will be better informed to carry out its analysis and make recommendation to the units of the College and to the Senate if needed.

**Recommendations:**

The Academic Senate Committee structure should be examined and altered so that the committees that exist will have their areas of charge covering all areas of the college. They would then be able to receive the relevant assessment reports on a regular cycle and offer their responses and the accumulation of such efforts would serve as the preparation of reports for the accreditation process by the Middle States Association. The coverage would insure a process of review of assessments that is comprehensive while insuring that shared governance operates with a structure that is comprehensive.

In particular, the Committee recommends that the Special Budget Advisory Committee be made a Standing Committee so that it, rather than this committee, would request and receive reports from many areas of the college under the Office of Finance and Administration and the Office of the Budget that are now being requested by this committee itself.

**Acknowledgments:**

The Committee acknowledges Dean Arthur Corradetti for his support.

<b><u>COMMITTEE MEMBERS 2010-2011</u></b>	<b><u>COMMITTEE MEMBERS 2011-2012:</u></b>
Tirandai Hemraj-Benny Dimitrios Kokkinos Georgia McGill Devin McKay Philip Pecorino, Chairperson 2010-2011 Mary Ann Rosa Regina Sullivan, Secretary 2010-2011 Students: Stephanie Gaviria (student) Shamin Gooding (student) Designees: William Marsh - Steering Committee Designee Arthur Corradetti - President's Designee	Salvitti-McGill, Georgia Beck, Sheila Burke, Patricia Sullivan, Regina Hemraj-Benny, Tirandai McLaughlin, Susan Rochford, Regina

**QUEENSBOROUGH COMMUNITY COLLEGE**  
**THE AWARDS AND SCHOLARSHIPS COMMITTEE**

**To:** The Academic Senate  
**From:** Sharon Lall-Ramnarine, Chairperson  
**Date:** August 18, 2011  
**Subject:** ANNUAL REPORT 2010-2011

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Members:

Sharon Lall-Ramnarine, Chair  
Eileen Tittmann, Secretary  
Sharon Reeves  
Isac Hernandez, Student Representative

President's Designee:

Vice President Ellen Hartigan

Senate Steering Committee Designee:

Manette Berlinger, Alternate Secretary

Invited Member:

George Muchita

The Awards and Scholarships Committee met several times during the academic year 2009-2010 to evaluate and recommend nominations for the following awards and scholarships:

**Special Awards: 10 recipients chosen out of 34 applications from 16 applicants (some students were nominated for multiple awards)**

1. **John F. Kennedy Memorial Award** – given to Denise Sanchez, a graduating student who has demonstrated outstanding leadership in the college and the community;
2. **Martin Luther King Jr. Memorial Award** – given to Hia Abdelqader, a graduating student who has demonstrated exceptional leadership in promoting racial harmony and appreciation of cultural diversity;



3. **Ray Ricketts Memorial Award** - given to Kathleen Fortune, a returning student (left college at one point) who exhibits exceptional scholarship and leadership;
4. **Women’s Club Award** – given to Leilani Blira-Koessler, Sarah Levine, Vour Clarke, who have each demonstrated outstanding leadership and service to the college community;
5. **Incentive Awards (Day and Evening)** – given to day students: Margaret Atenaga, Robin Wills and evening students: Jeremy Niland, Shamin Gooding, who have demonstrated outstanding academic performance and are working parents.
6. **Continuing Student Academic Merit Scholarship** – given to current and continuing students who have demonstrated outstanding academic performance (a minimum cumulative GPA of 3.25 required). In the fall semester (2010) awards of \$500 each were given to 53 students out of 76 applicants. In the spring semester (2011) awards of \$500 each were given to 79 students out of 117 applicants.
7. **The Phi Beta Kappa Association (Academic Honor Society) of New York Scholarship** – one-thousand dollar (\$1,000.00) scholarships awarded to two (2) New York City Community College Students -who, having started in a NYC community college environment, are now inspired to continue a quest for a Liberal Arts education leading to a Bachelors degree. Five QCC students were nominated and one (Mariyam Jalees) won one of the two NY scholarships.

Fall 2010 Recipients (53)		Spring 2011 Recipients (79)	
Yasmin Obriwala	Jeonghwa Noh	Amy Lee	Alina Gulfraz
Zorica Rodic	Katarzyna Hughes-Lyskawa	Ana Gutierrez	Andre Simms
Mugunghwa Park	Ese P. Abohwo	Annu Gupta	Artur Niazov
Robert Baily-White	Yun Fan	Artur Rozbicki	Aurore Mayjonade
Lin Han	Lee Kon Chen	Bekim Hajrizi	Bingnan Jia
Gabrielle Martinez	Dmytro Kutepov	Cheng Leong	Daniel Carpenter
Carlo Echeverri	Qiaolin Huang	Fathimabenazir Nazumudeen	Danielle Derdiarian
Bing Jian Huang	Md S. Hossain	Garo Vartabedian	David Hwang
Leen Feliciano	Elana Santos	Glenn Polatoff	Deokmi Ok
Nakyoun Lee	Amy Bolick	Hannah Hwang	Eliran Gilstron
Sherry Tan	Stephanie Sandson	Hasan Ozcan	Hun Ki Lee
Zwei Pe	Maggie Lee	Hia Abdelqader	Hyoung Park

Golchekhra Mordehachayev	Mariyam Jalees	Huiyi Li	Jasmeet Kaur
Qingyao Ding	Suk Ju Ham	Jason Castillo	Kevin Chavez
Yekaterina Yusupova	Carlos Jimenez	Jennifer David	Kevin Tang
Kate Montero	Awa Ba	Jennyfer Montoya	Kierra Greenwood
Hong Yeol Chan	Elizabeth Lara	Jeongah Kim	Lei Shao
Rafael Ruiz	Andrea S. Ormeno	Jim He	Lisa Kurner
Jennifer Lopez	Bindu Mathew	Jimmy Lambropoulos	Louis Lee
Denise Sanchez	Guiovanni Gutierrez	Jin Seo Yoon	Mario Del Moral
Jose Sanchez	Amanda Kaju	Jonguk Sung	Marjorie Morales
Sarah Ahn	Ljumnije Cekovic	Jordan Pier	Maurice Powell
Marcia Prashad	Dave Dela Cruz	Kevin Anglade	Mingxiu Sun
Leilani Blira-Koessler	Andrena Barnes	Natalie Zorrilla	Murtaza Akbar
Mark Johnson	Maceo Jackson	Nekesha St Rose	Nadira Etwaroo
Cliford Francois	Roxanne Niles-Charles	Nicole Limpsecht	Naihua Ko
	Elma Rahman	Norlan Jackson	Renee Joseph
		Pareema Khaliq	Robin Wills
		Raquel Asonye	Rolda Charles
		Raymond So	Rui Feng Lin
		Raysean Mercer	Salma Shirzad
		Shuaib Uddin	Seung Lee
		Stacy-Ann Robinson	Seungyeon Hong
		Stefanie Carrano	Sharon Ramati
		Stephanie Salarbux	Suyeon Yu
		Yan Zeng	Tatiana Koverina
		Ying Lin	Wjeewani Boteju
		Yuji Hotta	Xiaoshan Dai
		Zeng Shen Lan	Zongyong Zou
		Jonnelle Myrie	

**8. Who's Who Among Students in American Universities and Colleges** - given to 38 students (out of 42 total applicants) who demonstrated scholarship, active participation in college and community activities, and potential for continued development (a minimum of 30 completed credits required):

1. Leilani Blira-Koessler	2. Jason Castillo
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3. Kevin Chavez	4. Arnold Chiang
5. Rebecca Cho	6. Neal De La Cruz
7. Rebecca Durandis	8. Cassandra Fegert
9. Alina Gulfraz	10. Suk Ju Ham
11. Isac Hernandez	12. Mariyam Jalees
13. Jonghyun Kim	14. Gregory Kissoon
15. Lisa Kurner	16. Daniel Lafaurie
17. Laurent Mathurin	18. Adria Merchant
19. May Myat Moe	20. Marjorie Morales
21. Fatima Moslimani	22. Fathima Nazumudeen
23. Deokmi Ok	24. Sharon Ramati
25. Stacy Ann Robinson	26. Alicia Romeo
27. Richard Rosario	28. Stephanie Salarbux
29. Denise Sanchez	30. Jean-Robert Savaille
31. Lei Shao	32. Andre Smithson
33. Nekesha St. Rose	34. Rebecca Tannis
35. Simon Ulubabov	36. Engred Vanegas
37. Man Ying Wong	38. Esther Yang

**Summary of applications received and awards made during 2009-2010 and 2010-2011**

Scholarship / Award	2009-2010		2010-2011	
	Applicants	Recipients	Applicants	Recipients
<b>John F. Kennedy Memorial</b>	12	1	7	1
<b>Ray Rickets Memorial</b>	7	1	3	1
<b>Martin Luther King Jr. Memorial</b>	8	1	7	1
<b>Women's Club</b>	16	1	12	3
<b>Incentive Day</b>	1	1	3	2
<b>Incentive Evening</b>	1	1	2	2
<b>Academic Merit Fall</b>	70	19	76	53
<b>Academic Merit Spring</b>	126	40	117	79
<b>Who's Who</b>	38	33	42	38
<b>Phi Beta Kappa</b>			7	5 (nominees)

In comparison to previous academic years the response to all scholarship awards was mostly the same. The Academic Merit Scholarship continued to receive a strong response. Seventy-three more Queensborough students received the award this year. Five more Queensborough students were included among *Who's Who in American Universities and Colleges* this year, although the

total number of applicants (42) continue to be extremely low. The college is permitted to approve up to 150 nominees.

### **Progress**

The recommendations from the previous year to have committee members receive the applications prior to committee meetings; to sort scholarship applications by GPA and to indicate what topics the applicant essay should address were implemented. The committee saw an improvement in the quality of the applicant essays. The review process was smoother and faster. Also, having applications to review ahead of time allowed for more thorough reviews and left time during meetings for discussions for improvement.

### **Challenges**

- It was noted that the eligibility criteria for the various awards and scholarships were established since their inception which in some cases is a decade or more ago. The dollar amount of the awards and scholarships has also been unchanged. The committee also has no knowledge of the dollar amounts of the special awards. This makes it difficult when deciding if more than one student of equal qualifications should receive a specific award.
- Many of the personal essays of the most qualified students (highest GPA) were below expectations in terms of quality
- There was great disparity in the recommendation letters. Some were no more than two sentences; some were bulleted lists—only a few were detailed letters.
- It was noted that one reason for the poor response for faculty nominations of students to be included in the *Who's Who* is because faculty are not aware of student (in a class at large) accomplishments.

### **Recommendations**

1. The Committee Chair and the Presidents' Designee of the committee should meet Vice President Zins and review how to update the eligibility criteria of the various awards. Also, there should be an effort to find out the amount of each award and discuss the possibility of increasing the amounts if necessary. For example the Ray Rickets could also include a phrase on "demonstrated need" and the Incentive awards for working parents ought to have a minimum GPA requirement and stipulate that the children should still be dependents.
2. A sample recommendation letter should accompany all calls for awards and scholarship applications. This will be particularly useful for new faculty.
3. It is recommended that the *Who's Who Among American Colleges and Universities* application form should state that *either* student activity *or* community service (including military service) is sufficient for consideration. The application form should also stress

that faculty should ensure that all supporting documents regarding community service be included with the applications for their nominees.

4. The following is recommended in order to receive more nominations for the Who's who from faculty:
  - a) The application materials should be sent to students urging them to list their accomplishments in specific areas and to approach faculty to nominate them
  - b) Department Chairs should be asked to solicit nominations from their faculty.  
Nominating and guiding students to apply for awards and scholarships can be considered service
  - c) The committee should provide a sample recommendation letter for faculty to facilitate the nomination process
  - d) The Library should purchase and display the current copy of Who's Who Among Students in American Universities & Colleges
5. The Continuing Academic Merit Scholarship applicant list that is numbered and sorted by GPA should also list the current QCC credits of the applicants to speed up the review process. The list should also be sent to the committee members by e-mail for them to record their votes and comments. This way the decision meeting can include a committee members' input even if the person is late or has an emergency on the day of the meeting.
6. Calls for Continuing Academic Merit Scholarships applications should stress the *importance* of submitting a *quality* essay
7. The Awards and Scholarships Committee generates a large volume of paper. In the 2010-2011 year the committee reviewed over 269 applications. Each application with all supporting documents is copied 5-6 times for each committee member to review. The committee can possibly set up a Blackboard site like other committees of the Academic Senate. However in order to do this and also to solicit more applications from the college community for the various awards the committee Chair should be give about one hour of released time per semester or per year depending on need.

### **Committee Members for 2011-2012**

Sharon Lall-Ramnarine, Chair

Kimberley Bugg, Secretary

John Gilleaudeau, Steering Committee Designee

Vice President Ellen Hartigan, Presidents' Designee

Cassandra Fegert, Student Representative

Queensborough Community College

The City of New York

**Memorandum**

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To: Emily Tai, Chair, Academic Senate Steering Committee

From: Janice Molloy, Chair Bylaws Committee

Date: May 10, 2011

Re: Bylaws Committee, Annual Report 2010-2011

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*The Committee on Bylaws – 2010/2011*

Members: Janice Molloy (Chair)

- Danny Mangra (Secretary)
- Bryn Mader
- Linda Meltzer
- Tian Ren

Liasions/Designees

- Liza Larios (Presidents Designee)
- Haishen Yao (Steering Committee Designee)

Our mission is to consider and make recommendations regarding the Bylaws of the Academic Senate, the Bylaws of the Board of Trustees, and upon request of the Executive Committee of the Faculty, and the Bylaws of the Faculty.

## Activity

The Committee met on September 22, 2010, September 29, 2010, and November 17, 2010. Our work this year addressed the following matters.

### 1. Senate Bylaws Article VI.I, Section I.G – Voting in the Academic Senate

This committee recommended to remove section I.G and end with V.I section f. It was agreed to eliminate the item G; which stated:

“ 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. “

The rationale is that many senators on fellowship leave continue to remain in the New York area and wish to continue service as senators. Their service and attendance is necessary to maintain a quorum.

This measure passed the Tuesday, October 12 meeting of the Academic Senate.

### 2. Name Change to the Committee on Distance Education

This committee submitted a proposal to change the names from Committee on Distance Education to the Committee on eLearning. This committee makes recommendations to the Academic Senate on all matters related to electronic teaching modalities, in particular, concerning policies and procedures related to the development of, support for and offering of programs, degrees and classes. Work on the assessment process and criteria related to the eLearning program of the college and report findings to the Academic Senate. Also, serve as an advisory body for all matters related to eLearning. The term eLearning comprises all forms of electronically supported teaching and learning. It is increasingly used to describe blended (partly asynchronous) and asynchronous education, instruction, and learning.

This would change Article 7, Section 19 from the Committee on Distance Education to the Committee on eLearning.

This measure was passed by the Academic Senate of Tuesday, December 14, 2011.

The Bylaws Committee for 2011-2012 academic years will be as follows:

Bryn Mader

Linda Meltzer (Chair)

Neera Mohess

Tian Ren (Secretary)

Eileen Tittmann

Linda Meltzer was elected Chair and Tian Ren as Secretary for the year 2011-2012. The student designee assigned for the fall semester has been passed on to the new Chair.

There remains no unfinished business for the fall 2010 and spring 2011 semesters. All changes to the Bylaws that have been forwarded to the QCC Webmaster and posted on the QCC Governance website as of May 2011.

Many thanks to all the members of the Bylaws Committee for their time and help this past year. Welcome to Neera Mohess and Eileen Tittmann, the new members of the committee for the year 2011-2012.

Respectfully submitted,

Janice Molloy R.N.



The Committee on Ceremonial Occasions  
A Standing Committee of the Faculty Senate  
Queensborough Community College  
The City University of New York

**2010-2011 Annual Report**

June 15, 2011

**1. Committee on Ceremonial Occasions-Meetings and Membership:**

The Committee on Ceremonial Occasions held four meetings during the 2010-2011 academic year (10/6/10; 11/5/10; 3/18/11; 5/27/11). In addition, the committee members had informal conversations with its' members and college administration.

The 2010-2011 Committee was composed of the following members:

Glenn Burdi-Chairperson	Business Department
Michael Cesarano-Secretary	Speech Department
Helmut Loeffler	History Department
Howard Sporn	Math Department-Steering Committee Designee

The Student Government Association representative was N. Zorrilla and the COC Liaison was Prof. P. Pace.

The Administration was represented by Ms. Millie Conte, who is the Executive Assistant to the President, and Ellen F. Hartigan, who is the Vice President of Student Affairs and is the Presidential Designee to the Committee.

**2. Committee on Ceremonial Occasions- 2010-2011 Responsibilities:**

The Committee on Ceremonial Occasions consists of three faculty members and one student.

The basic role for the Committee members is three-fold. First, they are to act as observers during the Commencement Exercises. Areas of observation include various staging areas and under the tent. The members are to observe the ceremony and make note of any issues that may need to be changed for the following year.

Second, the Committee members are to be available as support staff should any potential issues arise on the day of graduation.

Third, an annual report is drafted after the graduation ceremony and posted on the college website for review detailing the graduation day which will include any suggestions for improvement for the following year.

In order to fulfill the obligations of the Committee, members are assigned various locations at different times before, during and after the ceremony. They are to record their observations, discuss their findings with other Committee members, draft the annual report listing potential areas of improvements and provide detail to any supporting roles they served during the course of the ceremony.

### **3. Committee on Ceremonial Occasions- 2010-2011 Activities Summary:**

The first meeting was held on October 6, 2010. The meeting was held with the 2009-10 members and the 2010-11 members. The previous members introduced themselves and discussed the role of the Committee. This was very informative for the new members.

The second meeting was held on November 5, 2010. The meeting discussed the 2009-2010 annual report and discussed the observations and suggestions. Previous and new members attended as well as representatives from administration. At this meeting, it was decided that Glenn Burdi would serve as committee chairperson and Michael Cesarano would serve as secretary.

At this meeting it was suggested that the refreshments held at the end of the graduation would be discontinued due to the cake and cookies “melting”. Also, student guides would be located throughout the campus directing family and friends and answering any questions.

The third meeting was held on March 18, 2011. Ms. Conte and VP Hartigan detailed all the procedures for graduation. A copy of “Your Guide to Commencement 2011” was distributed. They ‘walked” everyone through the graduation website-which is an excellent resource for faculty and student information on ordering caps and gowns.

The Grand Marshall was announced. We also discussed a change in the processional order. At the next meeting public safety as well as B&G representatives would be present to discuss in detail the entire ceremony.

The final meeting May 27, 2011. This meeting was attended by all responsible parties to graduation. Administration, Public Safety, B&G and Committee members. All items of importance were discussed in detail. We all agreed to meet the day before graduation, June 2, to do a walk-through.

**4. Committee on Ceremonial Occasions-Summary of observations and recommendations of Commencement Exercise-2011:**

A PERFECT DAY!! The weather was outstanding and the ceremony was a huge success!

Observations:

- The procession moved quicker than other years due to the fact that the A.A.S. and Certificate recipients walked behind the stage and entered on the opposite side of the tent. This went smoothly, and alleviated much of the congestion. However, due to the fact there were more A.A., A.S. and Faculty and HEOs, the A.A.S. and Certificate recipients were seated while waiting for the other degree programs to enter. This will be discussed at next years' meeting.
- The Committee will discuss next year about setting up a TV screen in the Humanities building theater. This will allow guests to stay in the theater (out of the heat and rain?) and alleviate some of the crowds under the tent.
- The security was sufficient, but a few observed that a few more officers may help in controlling the guests during picture taking.
- The Committee will discuss issues with the photographer. In order to keep the degree recipients moving at a steady pace.....and avoid a "bottle neck" .....students cannot stop and pose for pictures at the photographer's request while receiving their degrees.
- Numerous e-mails were sent by administration informing faculty and staff as to graduation and inviting all to the luncheon. Informative and well done.
- The breakfast at all locations were sufficient and appreciated by all.

**5. Committee on Ceremonial Occasions-2011-2012:**

Glenn Burdi- Business Department

Michael Cesarano- Speech Department

Helmut Loeffler -History Department

Alternate- Kimberly Jeffries

**Respectfully Submitted,**

Glenn Burdi, Chair

Michael Cesarano, Secretary

Helmut Loeffler

Howard Sporn

**QUEENSBOROUGH COMMUNITY COLLEGE**

**The City University of New York**

**Committee on Committees of the Academic Senate**

**MEMORANDUM**

To: Dr. Barbara Blake-Campbell  
Steering Committee of the Academic Senate

From: Sheila Beck, Chairperson  
The Committee on Committees

Date: August 5, 2011

Subject: Committee on Committees Annual Report, 2010-2011

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Committee Members for 2010-2011 were:

Name	Department	Expiration of Term
Phyllis Pace	Business	May 2011
Regina A. Rochford	Basic Skills	May 2011
Sheila Beck	Library	May 2011
Chung (Joanne) Chang	Music	May 2012
Diane Carey	Speech	May 2012
Galatia Iakovou	Nursing	May 2012
Jun Shin	Chemistry	May 2013
Maan Lin	Foreign Language and Literature	May 2013
Reuvain Zahavy	Mathematics	May 2013
Richard Yuster	ECET	Steering Committee Designee

**Organization Meeting:**

Election of Officers of the Committee on Committees was held in May 2011. Galatia Iakovou was elected Chairperson and Diane Carey was elected secretary. Since the terms of Phyllis Pace, Regina Rochford and Sheila Beck expired and Mann Lin is going on sabbatical, the following new members were introduced: Edward Volchok (Business), Eugene Harris (Biology) and Maurizio Santoro (Foreign Languages and Literatures). Richard Yuster is a voting member of the new committee. Maurizio Santoro is filling Maan Lin's position.

**Standing Committee and Academic Senate Vacancies 2010-2011**

1. Due to the resignation of Haishen Yao from the Curriculum Committee, Philip Pecorino was nominated and confirmed for this committee.
2. Due to the resignation of Craig Weber from the Curriculum Committee, Caf Dowlah was nominated and confirmed for this committee.

3. Due to the resignation of Caf Dowlah as Steering Committee designee from the Committee on Bylaws, Haishen Yao was nominated and confirmed as the Steering Committee designee to the Committee on Bylaws.
4. Due to the resignation of Philip Pecorino from the Committee on Publication, Bahar Baheri was nominated and confirmed to the Committee on Publications.
5. Craig Weber was nominated and confirmed as the Steering Committee designee to the Committee on Publications.
6. Due to the retirement of Francis Cotty, Andrew Nguyen is a member of the Academic Senate.
7. Due to the retirement of Sheena Gillespie, Linda Reesman became chair of the English department. Since Linda Reesman is a member of the Academic Senate as a chairperson, Todd Holden replaced her as a member of the Academic Senate.
8. Due to the retirement of Charles Pranci, John Luby is a member of the Academic Senate.
9. Due to the retirement of Brenda Hersch, Sheke Bannon is a member of the Academic Senate.
10. Maurizio Santoro replaced Andrew Nguyen in the Academic Senate due to scheduling issues.

### **Standing Committees**

The list of standing committee for the 2010-2011 (see Appendix A) and 2011-2012 (See Appendix B) academic year is attached to this report, as well as the list of Steering Committee Designees (See Appendix C).

### **Academic Senate Elections**

In accordance with the Bylaws of the Academic Senate, the Committee on Committees conducted an election to fill vacancies on the Academic Senate (see Appendix D).

### **Outgoing Members**

The chair wishes to thank Professors Regina Rochford and Phyllis Pace for their dedicated service to the Committee.

Respectfully submitted,

Sheila Beck, Chairperson

Appendix A

Standing Committees 2010-2011

1. <u>Academic Development/Elective Academic Programs</u>			
	NAME	RANK	DEPARTMENT
1.	Virginia Cowen	Asst. Prof	Health, PE and Dance
2.	Nicholas Di Zinno	Asst. Prof.	MET & DD
3.	Kelly Ford	Asst. Prof.	Business
4.	Urszula Golebiewska	Asst. Prof	Bio & Geology
5.	Jeffrey Jankowski	Assoc. Prof	Social Sciences
SC Designee	Helene Dunkelblau	Asst. Prof	Basic Skills
Pres Designee			
CoC Liaison			
Students (2)			
<b>C</b>	Committee Chairperson(s)		
<b>S</b>	Committee Secretary		

2. <u>Admissions</u>			
	NAME	RANK	DEPARTMENT
1.	Georgina Colalillo	Assoc. Prof	Nursing
2.	Susan Hock	Lecturer	Basic Skills
3.	Rose-Marie Aikas	Instructor	Social Sciences
4.	Roland Scal	Assoc. Prof	Biology & Geology
5.	Jun Shin	Assoc Prof	Chemistry
SC Designee	Vicki Kasomenakis	Assist. Prof	Business

Pres Designee			
CoC Liaison			
Students (3)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

3. <a href="#">Awards and Scholarships</a>			
	NAME	RANK	DEPARTMENT
1.	Sharon Lall-Ramnarine	Assoc. Prof	Chemistry
2.	Sharon Reeves	Assoc. Prof	Foreign Languages
3.	Eileen Tittmann	Assist. Prof	Nursing
SC Designee	Manette Berlinger	Assist. Prof	Basic Skills
Pres Designee			
CoC Liaison			
Student (1)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

4. <a href="#">Bylaws</a>			
	NAME	RANK	DEPARTMENT
1.	Bryn Mader	Assoc. Prof	Biology and Geology
2.	Danny Mangra	Assist Prof	ECET
3.	Linda Meltzer	Assist Prof	Bueiness
4.	Janice Molloy	Assist Prof	Nursing



5.	Tian Ren	Assist. Prof	Math
SC Designee	Haishen Yao	Assoc. Prof	Math
Pres Designee			
CoC Liaison			
Student (1)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

5. <u>Ceremonial Occasions</u>			
	<b>NAME</b>	<b>RANK</b>	<b>DEPARTMENT</b>
1.	Glen Burdi	Assist Prof	Business
2.	Michael Cesarano	Assist. Prof	Speech
3.	Helmut Loeffler	Assist Prof	History
SC Designee	Howard Sporn	Lecturer	Math & CS
Pres Designee			
CoC Liaison			
Student (1)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

6. <u>Committee on Committees</u>				
	<b>NAME</b>	<b>RANK</b>	<b>DEPARTMENT</b>	<b>Term Expires</b>
1.	Regina Rochford	Assoc. Prof	Basic Skills	May 2011

*Academic Senate Agenda—September 13, 2011—Attachment M*

2.	Sheila Beck	Assoc. Prof	Library	May 2011
3.	Phyllis Pace	Prof.	Business	May 2011
4.	Diane Carey	Lecturer	Speech	May 2012
5.	Chiung (Joanne) Chang	Assist Prof	Music	May 2012
6.	Galatia Iakovou	Assist Prof	Nursing	May 2012
7.	Reuvain Zahavy	Lecturer	Math	May 2013
8.	Jenny Lin	Assoc Prof	Foreign Languages	May 2013
9.	Jun Shin	Assoc. Prof	Chemistry	May 2013
SC Designee	Dick Yuster	Prof.	ECET	
Pres Designee				
<b>C</b>	Committee Chairperson(s)			
<b>S</b>	Committee Secretary			

<b>7. <u>Computer Resources</u></b>			
	<b>NAME</b>	<b>RANK</b>	<b>DEPARTMENT</b>
1.	Mihaela Dianas Bojin	Assist Prof	Chemistry
2.	Nidhi Gadura	Assist Prof	Biology and Geology
3.	Joel Kuszai	Assist Prof	English
4.	Amy Traver	Assist Prof	Social Sciences
5.	John Buoncora	Instructor	ECET
6.	Michael Guy	Assist. Prof	Math and CS
7.	Vazgen Shekoyan	Assist Prof	Physics
SC Designee	Jed Shahar	Assist. Prof	Basic Skills
Pres Designee			
CoC Liaison			

Students (3)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

8. <a href="#">Continuing Education</a>			
	NAME	RANK	DEPARTMENT
1.	Susana Alaiz-Losada	Instructor	Foreign Languages
2.	Yusuf Gurtas	Assist Prof	Math and CS
3.	Patricia Spradley	Assist Prof	Social Sciences
SC Designee	Margot Edlin	Assist. Prof	Basic Skills
Pres Designee			
CoC Liaison			
Student (1)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

9. <a href="#">Course and Standing</a>			
	NAME	RANK	DEPARTMENT
1.	Belle Birchfield	Assoc. Prof	ECET
2.	Todd Holden	Assoc Prof	Physics
3.	Tina Bayer	Assist Prof	Nursing
4.	Gina Capozzoli	Lecturer	Student Affairs
5.	Lisa Mertz	Assist Prof	Health, PE & Dance
6.	Emily Gordon	Lecturer	Basic Skills

7.	Tirandai Hemraj-Benny	Assist Prof	Chemistry
8.	James Timbilla	Assist Prof	Biology and Geology
9.	Christina Tucker-Manzo	Assist Prof	Business
SC Designee	Neera Mohess	Instructor	Library
Pres Designee			
CoC Liaison			
Students (2)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

<b>10.</b>	<b>Committee on Assessment and Institutional Effectiveness</b>		
	<b>NAME</b>	<b>RANK</b>	<b>DEPARTMENT</b>
1.	Philip Pecorino	Prof	Social Sciences
2.	Tirandai Hemraj-Benny	Assist Prof	Chemistry
3.	Devin McKay	Assoc Prof	Library
4.	Mary Ann Rosa	Assist Prof	Nursing
5.	Dimitrios Kokkinos	Assist Prof.	Physics
6.	Regina Sullivan	Assist Prof	Biology
7.	Georgia McGill	Prof.	Speech
SC Designee	William Marsh	Assist Prof	English
Pres Designee			
CoC Liaison			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

11. <u>Curriculum</u>			
	NAME	RANK	DEPARTMENT
1.	Moni Chauhan	Assoc. Prof	Chemistry
2.	Anthony Kolios	Assoc Prof	Business
3.	David Klarberg	Prof.	Biology and Geology
4.	Philip Pecorino	Prof	Social Sciences
C 5.	Cal Dowlah	Assoc. Prof	Social Sciences
6.	Aranazazu Borrachero	Assoc. Prof	Foreign Languages
7.	Richard Yuster	Prof.	ECET
SC Designee			
Pres Designee			
CoC Liaison			
Students (2)			
C	Committee Chairperson(s)		
S	Committee Secretary		

12. <u>Distance Education</u>			
	NAME	RANK	DEPARTMENT

1.	Sarah Rofosky Marcus	Assist. Prof	Library
2.	David Sarno	Assoc. Prof	Chemistry
3.	Lorena Ellis	Prof.	Foreign Languages
4.	Melanie Sehman	Assist Prof	Music
5.	Edward Volchok	Assist Prof	Business
6.	Dolores Weber	Assist.Prof	Nursing
7.	Julian Stark	Assist Prof	Biology & Geology
SC Designee	John Gordon	Asst. Prof	Math & CS
Pres Designee			
CoC Liaison			
Students (2)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

13.	<a href="#">Environment, Quality of Life and Disability Issues</a>		
	<b>NAME</b>	<b>RANK</b>	<b>DEPARTMENT</b>
1.	Shele Bannon	Assist. Prof	Business
<i>C</i> 2.	Dion Pincus	HEO	Campus Writing Center
3.	Hamid Namdar	Assoc. Prof	ECET
4.	Carol Soto	Assoc. Prof	Nursing
5.	Mangala Tawde	Assist Prof	Biology & Geology
SC Designee	Sunil Dehipawala	Lecturer	Physics
Pres Designee			
CoC Liaison			
Students (2)			
<i>C</i>	Committee Chairperson(s)		

<b>S</b>	Committee Secretary
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14. <a href="#">Gallery and Performing Arts</a>			
	NAME	RANK	DEPARTMENT
1.	Julia Carroll	Assoc. Prof.	Basic Skills
2.	Lorraine Cupelli	Assist Prof	Nursing
3.	Isabella Lizzul	Assist Prof	Health, PE & Dance
4.	Michael Ritchie	Lecturer	Art & Design
5.	Jeffrey Schwartz	Instructor	ECET
SC Designee	John Gilleaudeau	Instructor	Social Sciences
Pres Designee			
CoC Liaison			
Students (2)			
<b>C</b>	Committee Chairperson(s)		
<b>S</b>	Committee Secretary		

15. <a href="#">Library</a>			
	NAME	RANK	DEPARTMENT
1.	Steve Frishman	Lecturer	Biology
2.	Regina Polizzotto	Assist Prof	Nursing
3.	Jane Poulsen	Assoc. Prof	Social Sciences
SC Designee			
Pres Designee			
CoC Liaison			

Student (1)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

<b>16. <a href="#">Publications</a></b>			
	<b>NAME</b>	<b>RANK</b>	<b>DEPARTMENT</b>
1.	Jose Madrigal	Assoc. Prof	Foreign Languages
2.	Bahar Baheri	Lecturer	Math
3.	Mark Van Ells	Assoc. Prof	History
SC Designee	Craig Weber	Assoc. Prof	Mechanical Engineering Technology and Design Drafting
Pres Designee			
CoC Liaison			
Students (4)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

<b>17. <a href="#">Student Activities</a></b>			
	<b>NAME</b>	<b>RANK</b>	<b>DEPARTMENT</b>
1.	Elizabeth DiGiorgio	Lecturer	Art and Design
2.	Barbara Lynch	Instructor	Speech
3.	Reuvain Zahavy	Lecturer	Math & CS
SC Designee	Alicia Sinclair	Assist. Prof	Heath, PE & Dance
Pres Designee			
CoC Liaison			



Students (3)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

18.	<u>Vendor Services</u>		
	<b>NAME</b>	<b>RANK</b>	<b>DEPARTMENT</b>
1.	Wenli Guo	Assist. Prof	Physics
2.	Sasan Karimi	Prof.	Chemistry
3.	Eladia Raya	Assist Prof.	Foreign Languages
4.	Nam Jong Moh	Assoc. Prof	Math & CS
5.	Weier Ye	Instructor	Basic Skills
SC Designee	Poulakidas, Angela	Instructor	Business
Pres Designee			
CoC Liaison			
Students (2)			
<i>C</i>	Committee Chairperson(s)		
<i>S</i>	Committee Secretary		

19.	<u>Writing in the Disciplines/Writing Across the Curriculum</u>		
	<b>NAME</b>	<b>RANK</b>	<b>DEPARTMENT</b>
1.	Lawrence Bentley	Assist. Prof	Nursing
2.	Marvin Gayle	Assist Prof	ECET
3.	Jilani Warsi	Assoc. Prof	Basic Skills
4.	Wendy Ford	Assist. Prof	Business

5.	Kathleen Wentrack	Assist. Prof	Art and Design
SC Designee			
Pres Designee			
CoC Liaison			
Student (1)			
<b>C</b>	Committee Chairperson(s)		
<b>S</b>	Committee Secretary		

### Committee on Committees of the Academic Senate

#### 2011-2012 Standing Committees of the Academic Senate

Academic Development / Elective Academic Programs (5 members)						
		Gray, Peter	English		Golebiewska, Urszula	Biology and Geology
		Marcus, Sandra	Library		Sporn, Howard	Mathematics and Computer Science
		Salis, Andrea	Health, Phys Ed & Dance	Alternate: Bentley, Lawrence		

Admissions (5 members)						
		Colalillo, Georgina	Nursing		Ford, Kelly	Business
		Aikas, Rose-Marie	Social Sciences		Urciuoli, Jannette	Student Affairs
		Clingan, Edmund	History	Alternate: Hock, Susan		


Awards and Scholarships (3 members)				
		Lall-Ramnarine, Sharon	Chemistry	Gilleaudeau, John
		Reeves, Sharon	Foreign Languages	
		Bugg, Kimberley	Library	

Bylaws (5 members)						
		Mader, Bryn	Biology and Geology		Ren, Tian	Mathematics and Computer Science
		Mohess, Neera	Library		Tittmann, Eileen	Nursing
		Meltzer, Linda	Business	Parliamentarian		

Ceremonial Occasions (3 members)				
		Burdi, Glen	Business	Alternate: Jeffries, Kimberly
		Cesarano, Michael	Speech	
		Loeffler, Helmut	History	

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Committee on Assessment and Institutional Effectiveness (7 members)			
	Salvitti-McGill	Speech	Alternate: Bannon, Shele
	Beck, Sheila	Library	
	Burke, Patricia	Nursing	
	Sullivan, Regina	Biology	
	Hemraj-Benny, Tirandai	Chemistry	
	McLaughlin, Susan	Biology and Geology	
	Rochford, Regina	Basic Skills	

Committee on Cultural and Archival Resources (5 members)				
	Carroll, Julia	Basic Skills	Schwartz, Jeffrey	ECET
	Cupelli, Lorraine	Nursing	Alternate: Meddles-Torres, Cheryl	
	Lizzul, Isabella	Health, Phys Ed & Dance		
	Perel, Zivah	English		

Computer Resources (7 members)					
	Bayer, Tina	Nursing		Guy, Michael	Mathematics and Computer Science
	Gadura, Nidhi	Biology and Geology		Jia, Peijun	Library
	Ford, Wendy	Business		Shekoyan, Vazgen	Physics
	Traver, Amy	Social Sciences	Alternate: Kilcoyne, Kathleen		

Continuing Education (3 members)					
		Alaiz Losada, Susana	Foreign Languages	Alternate: Rome, Barbara	
		Jankowski, Jeffrey	Social Sciences		
		Van Ells, Mark	History		

Course and Standing (9 members)						
		Buoncora, John	ECET		Timbilla, James	Biology and Geology
		Dahlke, Steven	Music		Saur, Barbara	Nursing
		Gordon, John	Mathematics and Computer Science		Small, Valerie	Speech
		Capozzoli, Gina	Student Affairs		Tucker-Manzo Christina	Business
		Mertz, Lisa	Health, Phys Ed & Dance	Alternate: Gordon, Emily		

Curriculum (7 members)						
		Chauhan, Moni	Chemistry		Tai, Emily	History
		Warsi, Jilani	Basic Skills		McKay, Devin	Library
		Klarberg, David	Biology and Geology		Yuster, Richard	ECET
		Pecorino, Philip	Social Sciences	Alternate: Dowlah, Caf		

Committee on E-Learning (7 members)						
		Rofofsky Marcus, Sara	Library		Sehman, Melanie	Music
		Sarno, David	Chemistry		Moody, Anissa	Social Sciences

		Blake-Campbell, Barbara	Nursing		
		Boccio, Dona V.	Mathematics and Computer Science	Alternate: Tawde, Mangala	
		Dehipawala, Sunil	Physics		

Environment, Quality of Life and Disability Issues (5 members)						
		Bartels, Elizabeth	Social Sciences		Francis, Leslie	Business
		Pincus Dion	Writing Center		Moh, Nam Jong	Mathematics and Computer Science
		Stroehlein, Margaret	Nursing	Alternate: Frishman, Steven		

Library (3 members)					
		Madrigal, Jose Luis	Foreign Languages	Alternate: DiGiorgio, Elizabeth	
		Gurtas, Yusuf	Mathematics and Computer Sciences		
		Poulsen, Jane	Social Sciences		

Publications (3 members)					
		Amicucci, Bernadette	Nursing	Alternate: Stroumbakis, Kostas	
		Mangra, Danny	ECET		
		Nguyen, Andrew	Biology and Geology		

Student Activities (3 members)					
		Mayeli, Azita	Mathematics and Computer Sciences	Alternate: Garcia, Susan	
		Novick, Peter	Biology and Geology		
		Rosen, Ted	Business		

Vendor Sevices (5 members)					
		Goldhammer Eva	Lecturer	Berlinger, Manette	Basic Skills
		Cornick, Jonathan	Mathematics and Computer Science	Raya, Eladia	Foreign Languages
		Proteasa, Gheorghe	Biology and Geology	Alternate: Campbell, Carol	

Writing Across the Disciplines/Writing Across the Curriculum Committee					
		Volchok, Edward	Business	Puri, Karan Mohan	Mathematics and Computer Science
		Gayle, Marvin	ECET	Wentrack, Kathleen	Art and Design
		Rothenberg, Julia	Social Sciences	Alternate: Pigza, Julia	

**Appendix C**

**Steering Committee Designee 2011-2012**

Academic Development / Elective Academic Programs: Lawrence Bentley

Admission: Susan Hock

Awards and Scholarships: John Gilleaudeau

Bylaws: Parliamentarian

Ceremonial Occasions: Kimberly Jeffries

Committee on Assessment and Institutional Effectiveness :Shele Bannon

Committee on Cultural and Archival Resources: Cheryl Meddles-Torres

Computer Resources: Kathleen Kilcoyne

Continuing Education: Barbara Rome

Course and Standing: Emily Gordon

Curriculum: Caf Dowlah

Committee on E-Learning: Mangala Tawde

Environment, Quality of Life and Disability Issues:, Steven Frishman

Library: Elizabeth DiGiorgio,

Publications: Kostas Stroumbakis,

Student Activities: Susan Garcia

Vendor Services: Carol Campbell

Writing in the Disciplines/ Writing Across the Curriculum Committee: Julia Pigza

#### **Appendix D: Academic Senate Faculty Members at Large Spring 2011 Election Results**

Elections were held to fill fourteen (14) Faculty Members At Large seats. Nominating petitions were submitted, by twenty six (26) eligible members of the Faculty. They are listed below in the order of votes received in the election.

Number	Votes Received	Name	Department
1	90	Bertorelli Joseph	Math
2	73	Birchfield Belle	ECET



Academic Senate Agenda—September 13, 2011—Attachment M

3	68	Fletcher – Anthony Wilma	Student Affairs
4	66	Colalillo Georgina	Nursing
5	65	Zahavy Reuvain	Math
6	64	Urciuoli Janette	Student Affairs
7	63	Gray Peter	English
8	62	McKay Devin	Library
9	62	Kolios Anthony	Business
10	55	Harris Eugene	Biology
11	52	Ford Kelly	Business
12	42	White Eileen	Speech
13	38	Salis Andrea	Health and Phys. Ed
14	37	Nguyen Anthony	Biology
15	37	Feldman Elyn	Health and Phys. Ed
16	37	Cardaci Reginia	Nursing
17	35	Santoro Maurizio	Foreign Language
18	35	Jue Chong K	Biology
19	33	Yuster Richard	ECET
20	29	Pigza Julie	Chemistry
21	27	Lizzul Isabella	Health and Phys. Ed
22	27	Clingan Edmund	History
23	26	Namda Hamid	ECET
24	25	Tawde Mangala	Biology
25	23	Loeffle Helmut	History
26	23	Bialo-Padin	History

		Aithne	
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Since 14 senators were to be elected but there was a tie for the 14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup> position, in accordance with the By-laws, a vote was conducted at the Academic Senate in May and Andrew Nguyen was elected. (Regina Cardaci was ineligible to run since she was filling a vacancy).

Queensborough Community College  
The City University of New York  
MEMORANDUM

Academic Senate Committee on Computer Resources

**To:** Academic Senate

**From:** Amy Traver, Chair of the Committee on Computer Resources

**Date:** July 29, 2011

**Subject:** Annual Report of the Committee on Computer Resources for 2010-2011

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**Members 2010-2011**

Nidhi Gadura, Biology and Geology

Amy Traver, Social Sciences

Michael Guy, Mathematics and Computer Science

Jo Pantaleo, Basic Skills

Vazgen Shekoyan, Physics

Joel Kuszai, English

John Buoncora, ECET

**Members 2011-2012**

Tina Bayer, Nursing

Nidhi Gadura, Biology and Geology

Wendy Ford, Business

Amy Traver, Social Sciences

Michael Guy, Mathematics and Computer Science

Peijun Jia, Library

Vazgen Shekoyan, Physics

Dr. Joel Kuszai served as Chair of the Committee on Computer Resources from August 2010 until he resigned on March 31, 2011. Dr. Amy Traver served as Secretary of the Committee on Computer Resources for the entirety of academic year 2010-2011. Upon Dr. Kuszai's resignation, Dr. Traver was elected to serve as Committee Chair for the duration of academic year 2010-2011.

The Committee on Computer Resources met four times during academic year 2010-2011. Two of these meetings, 10/8/10 and 12/8/10, were conducted under the Chairpersonship of Dr. Kuszai; the remaining two, 4/4/11 and 5/19/11, were conducted under the Chairpersonship of Dr. Traver.

On 5/19/11, the Committee on Computer Resources elected Dr. Traver to serve as Committee Chair and Dr. Nidhi Gadura to serve as Committee Secretary for academic year 2011-2012.

**Following is a summary of the actions and efforts of the Committee on Computer Resources for academic year 2010-2011:**

- The Committee on Computer Resources reviewed the quantitative and qualitative findings of the 2009-2010 Technology Plan survey.
- The Committee on Computer Resources represented faculty interests and the Academic Senate on the Presidential Tech Fee, Technology Plan, and Website Committees, as well as at relevant CUNY First trainings/workshops.
- The Committee on Computer Resources offered extensive feedback on the 2011-2015 Technology Plan. This feedback included:
  - a memo to Mr. George Sherman, Executive Director of Information Technology, which included the Committee's comments on the Plan (prepared by Dr. Kuszai under his chairpersonship);
  - a memo to Mr. Sherman, which included the Committee's comments on the Plan (prepared by Dr. Traver under her chairpersonship);
  - a memo to Mr. Sherman, which included the Committee's "tech desires" (prepared by Dr. Traver under her chairpersonship);
  - a summary of the Committee's input in the Plan (prepared by Mr. Bruce Naples, Director of the Academic Computing Center; reviewed by Dr. Traver under her chairpersonship).

All of this feedback was presented to the Academic Senate for review at the 5/10/11 Senate meeting.

**Following is a summary of the intended actions and efforts of the Committee on Computer Resources for academic year 2011-2012:**

- Work with Mr. Sherman and Information Technology, as well as Mr. Naples and the Academic Computing Center, to improve the communication channels between both offices and the College's faculty/students. Such improvements could include: technology resource lists; lists of smart classrooms, lite smart classrooms, and mobile podia; documents outlining how to configure smart phones to access Tigermail and Webmail programs; creation of web-based forms for faculty to register technology problems, make technology requests, and offer technology feedback; and teaching with technology workshops.
- Investigate possibilities for mobile Blackboard access for faculty and students.
- Create Committee Blackboard site to better facilitate Committee communication and archive relevant materials.
- Improve the Committee's paper and virtual archives.
- Further institutionalize the Committee's participation in and representation on the Tech Fee and Website committees.
- Propose a faculty technology grants program to the CETL Board.

As Chair, I would like to close this report by thanking Dr. Kuszai for his leadership and the Committee, as a whole, for their important participation in the governance process. I would also like to recognize the help and collegiality of Mr. Sherman and Mr. Naples.

Respectfully submitted,  
Amy Traver, Chair, Committee on Computer Resources

QUEENSBOROUGH COMMUNITY COLLEGE  
Continuing Education Committee  
MEMORANDUM

Department of Foreign Languages

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To: Barbara Blake-Campbell, Secretary of the Steering Committee of the Academic Senate  
From: Alaiz Losada, Susana, Chairperson  
Date: June 30, 2011  
Subject: Annual Report of the Committee on Continuing Education for 2010-2011

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Committee Members: Alaiz Losada, Susana; Gurtas, Yusuf; Spradley, Patricia Anne.

Steering Committee Liaison: Edlin, Margot

President's Designee: Ward, Denise

Dates Met: October 13<sup>th</sup>, 2010; May 4<sup>th</sup> 2011; May 11<sup>th</sup>, 2011

The committee met once in the fall, October 13<sup>th</sup>, 2010. 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 2009-2010. Dean Ward gave the new members information about the programs, grants and initiatives that are running by Continuing Education at QCC and she introduced the new courses, grant proposals and initiatives. It was decided that Dean Ward would continue to inform the chairs of all the departments Committee members of the Continuing Education new courses and initiatives.

In Spring 2011, the committee met on May 4<sup>th</sup>, 2011. Dean Ward (via phone) briefed the committee on the programs, grants and initiatives that are running by Continuing Education, The following programs were discussed: Kids College Summer Academy, Perkins IV program and the CUNY Start program. Ms. Lynn briefed the committee on the following grants: 21<sup>st</sup> Century Community Learning Center, CUNY workforce Initiative, STRIVE/QCC Out of school Youth and CUNY's Green Works! Practicum.

The final meeting of the year took place on May 11<sup>th</sup>, 2011. The committee members met with the new members of committee (2011-2012); the new members were introduced to the old members and received copies of the Guide for Committee on Continuing Education. They were made familiar with the role of the committee. Dr. Edlin gave an overview of the CUNY start program and answered some questions on it. New members elected the chair for the next year. Susana Alaiz-Losada, from the Foreign Languages and Literatures Department was reelected as the chairperson. Jeffrey Jankowski from the Social Sciences Department 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.

## QUEENSBOROUGH COMMUNITY COLLEGE

THE CITY UNIVERSITY OF NEW YORK

### *Committee on Course & Standing Annual Report 2010 – 2011*

**TO:** Dr. Emily Tai,, Secretary Academic Senate  
**FROM:** Ms. Gina Capozzoli - Chair Committee on Course & Standing  
**DATE:** September 6, 2011  
**RE:** Annual Report of the CCS for Academic Year 2010-2011.

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#### **Members of the Committee:**

<b>Ms Gina Capozzoli (Chair of the Committee)</b>	<b>Counseling Department</b>
Prof. Tina Bayer	Nursing Department
Dr. Hemraj-Benny	Chemistry Department
Dr. Belle Birchfield	Elec. Tech. Department
Dr. Emily Gordon	Basic Skills
Dr. Todd Holden	Physics Department
Dr. Lisa Mertz	Health Phys. Ed. & Dance
Prof. Neera Mohess	Library
Prof. James Timbilla	Biology Department

#### **Administrative Liaison:**

Ms. Ann Tullio	Registrar
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The Committee on Course and Standing is charged with performing the duties prescribed in paragraphs (a) and (b) of Section 18 of the Bylaws of the Academic Senate.

The following tables reflect the yearly comparison of the different duties performed by the Committee:

<b>COMMITTEE ON COURSE &amp; STANDING ACTIONS</b>					
<b>SEPTEMBER 2009 - AUGUST 2010</b>					
<b>Meeting Dates</b>	<b>Total Appeals</b>	<b>Approved</b>	<b>Denied</b>	<b>Cond.Approvals</b>	<b>No Jurisdiction</b>
20th Aug. 2009	119	81	29	9	0
2nd Oct. 2009	85	49	35	1	0
13th Nov. 2009	124	92	32	0	0
18th Dec. 2009	76	57	16	2	1
19th Feb 2010	85	68	15	1	1
19th March 2010	25	22	3	0	0
30-Apr-09	151	105	45	1	0
22-May-09	145	75	70	0	0
<b>Total Appeals Reviewed</b>	<b>810</b>	<b>549</b>	<b>245</b>	<b>14</b>	<b>2</b>
<b>Jan 8 2010 Dismissals 640 Granted probation 69 Dismissed 571</b>					
<b>June 13, 2010 Dismissals 637 Granted probation 55</b>					
<b>Total Dismissals Reviewed</b>				<b>1277</b>	
<b>Total Appeals Reviewed Including dismissals/deletions/medical:</b>				<b>2,456</b>	

<b>COMMITTEE ON COURSE &amp; STANDING ACTIONS</b>					
<b>SEPTEMBER 2010 - AUGUST 2011</b>					
<b>Meeting Dates</b>	<b>Total Appeals*</b>	<b>Approved</b>	<b>Denied</b>	<b>Cond.Approvals</b>	<b>No Jurisdiction</b>
27th Aug. 2010	162	94	60	9	8
1st Oct. 2010	49	30	16	1	1
19th Nov. 2010	57	32	22	3	0
17th Dec. 2010	101	55	43	2	1
25th Feb 2011	125	75	48	0	2
18th March 2011	21	13	6	1	1
29th April 2011	125	81	43	1	0
27th May 2011	103	44	56	2	1
<b>Total Appeals Reviewed</b>	<b>743</b>	<b>424</b>	<b>294</b>	<b>19</b>	<b>14</b>
<b>Jan 8 2011 Dismissals 421 Granted probation 79</b>					
<b>July 18, 2011 Dismissals 632 Granted probation 281 dismissed 351</b>					
<b>* Including Retroactive/Late withdrawals</b>					
<b>Total Dismissals Reviewed</b>				<b>1,272</b>	
<b>Total Appeals Reviewed Including withdrawals/deletions/medical:</b>				<b>2,081</b>	

**Comparison deletion charts Academic year 2009 – 2010 and 2010 – 2011 :**

DELETIONS			
AUGUST 2009 - June 2010			
Month	Total Appeals	Approved	Denied
Aug-09	22	21	1
Sep-09	26	26	0
	16	16	0
Nov-09	56	53	3
Dec-09	35	34	1
Jan-10	28	28	0
Feb-10	11	11	0
Mar-10	23	23	0
Apr-10	14	14	0
May-10	12	12	0
Jun-10	9	9	0
Total	252	247	5

**Medical Withdrawals :**

DELETIONS				
AUGUST 2010 - June 2011				
Month	Total Appeals	Approved	Denied	Sent to Dean Faulkner
Aug-10	15	15	0	
Sep-10	24	24	0	
Oct-10	45	45	0	
Nov-10	9	9	0	
Dec-10	9	9	0	
Jan-11	9	9	0	
Feb-11	12	12	0	
Mar-11	16	16	0	
Apr-11	10	10	0	
May-11	26	17	3	6
Jun-11	13	6	0	7
Total	188	172	3	13



Medical withdrawals AUGUST 2009 - June 2010			
Month	Total Appeals	Approved	Denied
Aug-09		13	13 0
Sep-09		8	8 0
Oct-09		2	2 0
Nov-09		16	16 0
Dec-09		19	19 0
Jan-10		12	12 0
Feb-10		6	6 0
Mar-10		10	10 0
Apr-10		7	7 0
May-10		14	14 0
Jun-10		10	9 1
Total		117	116 1

Medical withdrawals AUGUST 2010 - June 2011			
Month	Total Appeals	Approved	Denied
Aug-10		2	2 0
Sep-10		9	9 0
Oct-10		10	10 0
Nov-10		16	16 0
Dec-10		19	19 0
Jan-11		5	5 0
Feb-11		8	8 0
Mar-11		5	5 0
Apr-11		9	9 0
May-11		7	7 0
Jun-11		7	5 No jurisdiction
Total		97	95

**Analysis:**

During the years **2010 - 2011**, out of a total number of 1,028 (retroactive/late/medical withdrawals/deletions) 691 appeals were approved which is 67.21%.

During the year **2009-2010**, out of a total number of 1,179 (retroactive/late/medical withdrawals/deletions) 912 appeals were approved which is 77.35%.

Out of a total number of 1,272 dismissals 350 were retained during the academic year **2010-2011** this is 27.51%.

**During the academic year 2009-2010 114 (8.92%) of the 1277 dismissal appeals were approved**

**During the academic year 2010-2011 a total # of 188 deletion appeals were reviewed and 172 were approved which is 91.48%.**

**During the academic year 2009-2010 a total # of 252 deletion appeals were reviewed and 247 were approved which is 98%.**

**The total # of Medical Appeals during 2010– 2011 was 97 out of which 95 were approved.**

**Charges: Grading, probation, academic integrity, retention standards, rosters, withdrawals**

The office of Academic Affairs as well as the Registrar's office generate and update information for faculty on grading, rosters and academic integrity. Faculty is kept informed and up to date on roster availability as well as how to access their rosters and courses via outreach by the Registrar's office. The Registrar will continue to update and educate faculty about rosters and grading information via Community Dialogue and outreach to Department Chairs every semester. Information for all is easily accessible and updated on our website at:

- [www.qcc.cuny.edu/academicAffairs/academicStanding.html](http://www.qcc.cuny.edu/academicAffairs/academicStanding.html). (*Academic Integrity*)
- <http://www.qcc.cuny.edu/Registrar/default.asp> (*Grading: Registrar*)
- <http://www.qcc.cuny.edu/FacStaff/default.asp> (*Rosters*)

The above link to the Registrar's office also contains up to date information concerning the grading system and graduation requirements, including printable forms for withdrawals and appeals for CCS.

A guide for faculty and staff was created by Gina Capozzoli in the Counseling Center in fall 2006 and was disseminated every semester to departmental chairs through fall 2009. This guide included information on SIMS, appeals, probation, retention standards, grading, dismissal and re-admitting. Probation services have since been handled by the Office of Academic Advisement. More specific information for students on retention levels, academic probation, dismissal and probation limits can be found on the following sites:

- [http://www.qcc.cuny.edu/advisement/general\\_info.asp](http://www.qcc.cuny.edu/advisement/general_info.asp) (*Academic Advisement*)
- [http://www.qcc.cuny.edu/Counseling/academic\\_counseling.asp](http://www.qcc.cuny.edu/Counseling/academic_counseling.asp) (*Counseling Center*)

Concerning grading, CCS set forth a proposal in **December 2010** to the Academic Senate for a one year time limit for the completion of NC grades targeting specific remedial courses. Failure to do so will result in the grade being changed to an "R"(repeat). This proposal was approved and **effective spring 2011**. This policy change supports student learning, their immediate utilization of campus support services, and retention rates.

**Charges: Impact from e-rosters, new attendance protocol, CUNY first, e-portfolio, Committee on Admissions and work during annual leave**

In reviewing appeals, the Chair of Course and Standing intervenes through direct contact with professors in the event letters of support are generated where upon CCS has no grading jurisdiction. The committee secretary through the Registrar will also reach out via mail and phone to faculty/staff with comments, concerns or necessary follow up based on the submitted appeals.

The Committee has found it challenging at times to verify a student's appeal with the lack of attendance documentation that is now available. This has subsided to some degree with the implementation of the WN grade. With the WN now establishing a student's non attendance in a course, and being reported within the first (3) weeks of the course, professors appear to be utilizing the WU and F grades more appropriately as determined by the content of the student's appeal. In situations where an appeal requires additional clarification, the Chair and/or committee secretary reaches out and communicates directly with the student and/or faculty member.

The onset of CUNYfirst presented a unique challenge to the committee in reviewing dismissals generated in the **fall 2010** semester. Technical challenges within CUNYfirst delayed the grading system from reporting those coded on probation and dismissed. Once the system was able to generate accurate information, every student academically dismissed was contacted by a counselor in the Counseling Center in **January 2011** to be notified of their status. Students were invited in to discuss the appeal process if appropriate, where upon the Chair of CCS reviewed appeals throughout the month independently with permission from the committee. This was in place of a committee meeting and contact concerning their academic status via mail. Reviewing appeals independently was a great demand during the short time span in January. As a result, it is very important that the committee meets regularly, even during leave in the summer months. One meeting in the summer will be sufficient to provide students the most objective and fair opportunity to evaluate dismissal status and provide as much advanced notice to students as possible.

On **July 18<sup>th</sup>, 2011** the Committee met to review the transcripts of all dismissed students culminating at the end of the spring 2011 semester. After discreet review, **the Committee was able to retain 281 students out of the 632 originally dismissed**. The students who were allowed to continue for the fall 2011 semester were those who have shown considerable progress in recent semesters, even though their GPA was not up to College's retention standards. Again, it is imperative for this committee to meet during leave in the summer for such a review.

In an effort to work more efficiently and utilize technology, the secretary to CCS now has arranged for lap tops to be available at every meeting. Transcripts are now viewed directly on CUNY first as the appeals are reviewed, providing a paperless environment with the exception of the actual appeal. This process has also been more proficient for the Registrar in putting the appeals together for review.

At this time, e-portfolio has not been utilized as a factor in reviewing appeals. While it is a beneficial tool for students, the portfolio is based on the academic work of the student's choice. This system would not provide the committee proof or justification for appeals when deciding to overturn a grade or dismissal.

The Committee on Course and Standing will continue to work closely with the Committee on Admissions concerning re-admitting students. CCS will continue to meet regularly so as to review “WU” grades in a timely fashion, allowing students to submit appeals for readmission to the Committee on Admissions by the deadlines set forth by the Office of Admissions.

**Charges: Request of Reports**

A request for the following has been made to the Office of Student Affairs, and is still pending:

- Retention rates over the last three years
- Current retention plan

A request for the annual report on Academic Integrity was made to the Office of Academic Affairs, and is updated and noted on the website at the link previously noted above.

A request for the annual report from the subcommittee on CPE Appeals was made and was provided by David Shimkin, Chair, CPE Appeals Committee. This subcommittee will no longer be required with the discontinuation of the CPE effective **November 2010**.

**Charges: Other Issues**

The Committee on Course & Standing has been working directly with the Counseling Center to assist students who committee members recognize as needing special assistance. In addition, retroactive withdrawals are being granted conditionally to some students who are identified as needing career counseling. These students are directed to the Counseling Department.

All appeals for Medical withdrawals must be first forwarded to Health Services for review. Once Health Services approves the medical withdrawal, they are forwarded to the Registrar’s office for final processing.

All appeals for Mental Health withdrawals must be first forwarded to the Counseling Center for review. Once a Counselor approves the mental health withdrawal, they are forwarded to the Registrar’s office for final processing.

The staff of the Registrar’s Office; Ms. Ann Tullio, Ms Florence Farrat, Meera Chowdhry and June Greco have been a tremendous source of support and dedication in their efforts to provide the highest level of professional service to the Course and Standing Committee.

It has been the Chair’s privilege to serve with the Course and Standing Committee. The members of this committee are a dedicated group of professionals. This committee has utilized their best judgment to follow committee guidelines to adjudicate compelling and at times, difficult decisions. It is inspiring to be a part of this dedicated and caring committee.

Ms. Gina Capozzoli is the presiding chair of the CCS for the year 2011-2012.

**QUEENSBOROUGH COMMUNITY COLLEGE**  
**The City University of New York**  
**COMMITTEE ON CULTURAL AND ARCHIVAL RESOURCES**  
**of the ACADEMIC SENATE**  
**ANNUAL REPORT for 2010 – 2011**

**To:** Emily Tai, Chairperson, Steering Committee, Academic Senate

**From:** Isabella Lizzul, Chairperson of the Committee on Cultural and Archival Resources

**Date:** July 2011

**Subject:** Annual Report of The Committee on Cultural and Archival Resources 2010/2011.

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**Committee Members:**

Susan Agin (Managing and Artistic Director The Queensborough Performing Arts Center)

Julia Carroll (Department of Basic Educational Skills)

Lorraine M. Cupelli (Department of Nursing)

Arthur Flug (Director, Kupferberg Holocaust Resource Center and Archives)

John Gilleadeau (Department of Social Sciences)

Isabella Lizzul (Department of Health, Physical Education and Dance)

Zivah Perrel (English Department)

Faustino Quintanilla (Director of QCC Art Gallery)

Mike Ritchie (Department of Art and Design)

Jeffrey L. Schwartz (Department of Electrical and Computer Engineering and Technology)

Rosemary Zins (Vice President for Institutional Advancement)

**Committee Officers:** Isabella Lizzul, Chairperson (Jeffrey L. Schwartz, Secretary)

**Committee Meetings:**

Oct. 12, 2010

Nov. 19, 2010

Feb. 25, 2011

Apr. 8, 2011

May 16, 2011

May 23, 2011

**See attachments for agendas, minutes and assessment report of the Committee on Cultural and Archival Resources 2010/2011.**

## **Narrative Summary of Committee Work**

The Committee on Cultural and Archival Resources (CAR) began the academic year with the election of chairperson, Isabella Lizzul and secretary, Jeffrey L. Schwartz. Members were given previous reports and minutes of the Committee on Cultural and Archival Resources to apprise them of the prior work, accomplishments and actions of the CAR committee. Members were asked to reflect on the previous committee progress and begin to think of innovative ways in which to carry out the mission of the cultural and archival resources as a pedagogy resource within the curriculum and in the classroom and to identify strategies by which to communicate with other faculty members to encourage utilization of the cultural resources. One of the committee's action plans was to have our three directors Ms. Agin, Dr. Flug, and Mr. Quintanilla reach out to faculty members with whom they had successfully worked in the past, but this strategy yielded little response. Director Agin reached out through email and telephone and received no responses. Despite this fact, the three directors continued to promote integration of cultural and archival resources to the faculty with whom they have already worked.

Some indications of improved utilization of cultural and archival resources are as follows:

- Prof. Lorraine M. Cupelli and Prof. Mark Van Ells have brought classes to the Kupferberg Holocaust Resource Center.
- Director Flug reported an influx of students who have been told by instructors that they need to “go to a museum.”
- Director Agin reported that a student came to the box office saying that he or she “needed to see a show and write about it.”
- Director Agin also reported that twenty-two students in the Theater Department worked for pay backstage at a recent performance to convert the theater from an empty box to a Broadway-caliber performance space and back again.
- Director Quintanilla reported that classes come to the QCC Art Gallery pretty often to write papers about what they see there.

Director Quintanilla also reported that the QCC Art Gallery is a depository of Pre-Columbian art and Broadway paraphernalia, among other things.

Director Flug and Prof. Cupelli described a successful visit by a Fundamentals of Nursing class to the Kupferberg Holocaust Resource Center and Archives. They, along with Prof. Ritchie, realized that in the future this could also become an opportunity for a film class to make a film of their visit in future semesters. Prof. Ritchie stated that he would speak with the film class professor about this opportunity

All directors and other committee members were excited about the upcoming events at the Queensborough Performing Arts Center (QPAC), the QCC Art Gallery, and the Kupferberg Holocaust Resource Center.

The QCC Art Gallery:

**Through the Eyes of Our Ancestors: African Art from the James and Marjorie L. Wilson Collection**— fully adorned costumes that demonstrate the essence of African masquerade representing Western and Central African countries.

**I Amazon** — artist Jennifer Pastecchi, a resident of Bayside, Queens, makes use of existing materials to depict various Amazonian themes.

**Annual Juried Student Art Exhibit** — in one of the largest mounted student shows in recent years, approximately fifty students in the Art and Design Department presented their selected works including paintings, drawings, photography, digital design and ceramics. All were invited to come and support the chair and faculty members from the Department of Art and Design.

**Transitional Services for New York, Inc. (TSI)** — in collaboration with Queensborough's Service Learning Program and the Nursing Department, TSI — which works with persons with mental illness — displayed various projects completed in art therapy classes.

Prof. Carroll brought up the fact that more professors were likely to work with us if they saw it as an official high-impact strategy that would help them to obtain tenure, as Service Learning is. All agreed that a short, memorable name would be useful in this effort, with **“Cultural Connection”** getting the most positive response from the group. Faculty can then be urged to **“Make the ‘Cultural Connection.’”**

The committee discussed the possibility of a showcase to have the faculty talk about their positive experiences integrating the cultural and archival resources into their curricula. Vice President Zins suggested that Directors Agin, Flug, and Quintanilla send a list of faculty members they have worked with to Prof. Lizzul, who would then send them to Dr. Meg Tarafdar, Associate Director of the Center for Excellence in Teaching and Learning (CETL) to organize a panel session encouraging faculty to Make the Cultural Connection.

Vice President Zins reported that she attended the Advisory Planning Committee, which met on Nov. 18. At that meeting, Vice President Zins reported that she made sure to have them insert objectives into their formal plan that would expand and increase usage of cultural and archival resources by faculty and to have it added into curricula campus-wide.

Directors Agin, Flug, and Quintanilla all described ways in which they had successfully worked with members of the faculty to have lessons that involved our cultural and archival resources. Vice President Zins emphasized that it was important to have faculty members be the ones who are telling other faculty members about how the cultural and archival resources could enhance their curricula. Everyone agreed that this would be the most effective and efficient way to get information to the faculty.

All present agreed that the following two motivators must be emphasized to faculty in order for our committee work to have an effect:

1. Faculty should know that working with the cultural and archival resources would actually save them time because some of the lessons would come directly from our resources.
2. Using our resources will help faculty with tenure and promotion.

In order for the second motivator above to be true, we need to be “on the radar” of the tenure committee. Professors Lizzul and Schwartz are both involved in Service Learning and they and Vice President Zins suggested that some of the faculty/cultural and archival resource activities could be Service Learning projects. One of our meetings (May 16, 2011) included, Dr. Meg Tarafdar – Associate Director of the Center for Excellence in Teaching and Learning (CETL), Ms. Jo Pantaleo – QCC ExCEL Service-Learning Project Director and Director of the Basic Skills Learning Center, and Ms. Cristina DiMeo – Project Coordinator of the Office of Service Learning.

The attendees discussed some successful examples of cultural connections. Some had arisen from discussions during previous meetings. Examples were as follows:

- Massage students working on dancers from the Russian National Ballet
- Students taking art classes go to the Kupferberg Holocaust Resource Center

Attendees were encouraged and will work to inspire more cultural connections. It was suggested that more professors might be encouraged to make a cultural connection if they could be reminded at the Convocation of the College.

- **Former Committee Recommendations/Actions of the Academic Senate/Strategic Plan items/Middle States Items/Steering Committee Charges**
- The Committee revised the by-laws for the Committee, which were approved by the By-laws Committee in May 2010. These changes included changing the Committee name from the Committee on the Gallery for Performing Arts to the Committee on Cultural and Archival Resources so as to reflect the addition of the Kupferberg Holocaust Resource Center and Archives to the Committee’s charges.
- In the fall 2009 semester, the committee wrote and distributed a letter to the chairs of all academic departments of the college that explained the importance of using the Gallery, QPAC, and HRC in courses. The letter included sample assignments written by committee members as well as ideas about how each supplemental educational resource could be utilized by the different departments on campus. The letter asked the chairs to distribute the letter to their faculty.
- In the Spring of the 2010 semester, the committee wrote and distributed a letter to the faculty of all the academic departments of the College to follow up on the letter to the Chairs. The letter was distributed before faculty left for summer break so that they could use resources when they planned their syllabi for the Fall 2011 semester.



- The Committee worked Vice President Zins to complete marketing strategy for the Gallery, QPAC and HRC. The plan includes updating the websites for each entity, creating accessible exhibit and performance schedules one semester in advance to encourage faculty planning, linking to the schedules of these entities through each Academy's website, and soliciting faculty's feedback on using these entities.

Dr. Susan Jacobowitz created a bibliography of text ready to be used to incorporate the Kupferberg Holocaust Resource Center into EN101 (English Composition I) or EN102 (English Composition II: Introduction to Literature.) This was a successful addition to the QCC Cultural Resources and the Curriculum Wiki, specifically the "Faculty Assignments" section on the Wiki (September 28<sup>th</sup>, 2010).

**Current Disposition of all items acted on by the Committee, by the College, or by the Academic Senate**

**Action items: Our committee will inquire about the possibility of including a reminder to faculty at the Convocation of the College to utilize the Art Gallery, QPAC and the Kupferberg Resource Center. We will contact President Call to explore the feasibility of this.**

Dr. Tarafdar suggested that there be a series of workshops for those professors who wish to make the Cultural Connection in their classes. This suggestion led to these two action items:

- 1. The CAR committee will further explore the possibility of creating a workshop series with Dr. Meg Tarafdar – Associate Director of the Center for Excellence in Teaching and Learning (CETL).**
- 2. Each cultural and archival resource will look into the possibility of having a ten-minute open house at some point during the fall semester.**

It was discussed and agreed that promotion of the cultural and archival resources by way of websites, commercials, and student skits would be our current focus. Prof. Gilleaudeau discussed the possibility of producing several short promotional videos with video archivist Mr. Phil Roncoroni. Prof. Gilleaudeau has been meeting and working with our three directors Agin, Flug, and Quintanilla along with video archivist Phil Roncoroni.

Currently, the Committee, more specifically, Prof. Gilleaudeau, is producing, in concert with our Video Archivist, short, introductory videos to our various QCC Cultural Institutions. It is hoped that these videos can be distributed or made available via link during faculty orientation, so as to encourage new instructors, with the aid of the directors, to incorporate the cultural centers into their curricula.

Ultimately these introductory videos may also be used as the header on individual testimonial pages for each of our QCC cultural centers, with short testimonial videos of

teachers who have successfully utilized the centers making up the bulk of page content. Such pages will require additional time to produce, and at present, we have only solicited the Directors for names of "satisfied customers" who may be willing to dedicate a little time to being interviewed on video.

If this second stage proves viable, we would have a constantly updateable page(s) with brief videos by colleagues who have used the resources, encouraging those who have not, to consider the possibilities for educational enrichment via such a strategy.

- **New Committee Members**

Julia Carroll, Lorraine M. Cupelli, Isabella Lizzul, Zivah Perrel, Jeffrey L. Schwartz

- **New Chairperson and Secretary**

The current chairperson, Isabella Lizzul and current secretary, Jeffrey L. Schwartz were unanimously voted for and will continue within their positions.

**Appreciation:** Thank you to the committee members for all their hard work and a productive year. We would also like to thank, Dr. Meg Tarafdar – Associate Director of the Center for Excellence in Teaching and Learning (CETL), Ms. Jo Pantaleo – QCC ExCEL Service-Learning Project Director and Director of the Basic Skills Learning Center, and Ms. Cristina DiMeo – Project Coordinator of the Office of Service Learning and video archivist Mr. Phil Roncoroni.

**QUEENSBOROUGH COMMUNITY COLLEGE**  
The City University of New York

**ACADEMIC SENATE REPORT**  
**COMMITTEE ON CURRICULUM**

**TO:** Dr. Emily Tai, Chairperson , Academic Senate Steering Committee  
**FROM:** Dr. Aránzazu Borrachero, Chairperson, Committee on Curriculum  
**SUBJECT:** Committee on Curriculum Annual Report, 2010-2011  
**DATE:** June 28, 2011  
**CC:** C. Williams (College Archives), QCC Webmaster

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**COMMITTEE MEMBERS**

A. Borrachero (Chairperson, Foreign Languages and Literatures)  
M. Chauhan (Secretary, Chemistry)  
A. Corradetti (Ex-Officio, Office of Academic Affairs)  
C. Dowlah (Social Sciences)  
D. Klarberg (Biology and Geology)  
A. Kolios (Business)  
P. Pecorino (Social Sciences)  
R. Yuster (ECET)

**Meetings:**

The Committee on Curriculum meets on Tuesday afternoons, from approximately 2:00 to 3:30 P.M. The committee met 13 times during the 2010-2011 academic year. It concluded all matters on its agenda for the May meeting of the Academic Senate.

**Actions**

The committee took the following actions, all adopted by the Academic Senate during the 2010-2011 academic year.

**Degree Program Revisions**

DEPARTMENT of MUSIC  
A.A.S. Degree in Music Electronic Technology

**New Courses**

DEPARTMENT of SOCIAL SCIENCES  
SS-197 Philosophy and Religion (Liberal Arts and Sciences Transfer Course)

DEPARTMENT of MATHEMATICS and COMPUTER SCIENCE  
MA-121 Elementary Trigonometry

DEPARTMENT of CHEMISTRY  
CH-911, 912 Independent Study and Research I  
CH-913, 914 Independent Study and Research II

DEPARTMENT of HISTORY  
HI-181 History of the Second World War

DEPARTMENT of FOREIGN LANGUAGES AND LITERATURES  
LA-112 Elementary Arabic II

DEPARTMENT of SOCIAL SCIENCES  
SS-325 Sociology and the Arts

DEPARTMENT of ART AND DESIGN  
AR-512 Printmaking II  
AR-804 Art Institutions and the Business of Art

**New Courses--- Experimental**

DEPARTMENT of SPEECH COMMUNICATION and THEATER  
SP-230 Video Production I

DEPARTMENT OF BIOLOGICAL SCIENCES and GEOLOGY  
BI-425 Pathophysiology

DEPARTMENT of BASIC EDUCATIONAL SKILLS  
BE-102 Developing Competence in College Reading, Writing, and Study Skills

**Revisions in Courses**

DEPARTMENT of BASIC EDUCATIONAL SKILLS  
BE-112 Composition Workshop  
BE-205 Advanced Composition for ESL Students

**Committee Procedures and Protocols:**

The Committee decided to establish a final deadline by which departments may submit courses to the Committee during the Spring Semester. The Committee also decided to write specific guidelines for the proposal of experimental courses.

**Acknowledgements:** The Chairperson thanks all members of the committee for their diligence. Special acknowledgement is due for Dean Arthur Corradetti for his great disposition and advice. Thanks also to those in the academic departments who worked on the submissions and the revisions.

**Committee for 2010-2011 (missing two members):**

M. Akbar (Student Representative)  
M. Chauhan (Secretary, Chemistry)  
A. Corradetti (Ex-Officio, Office of Academic Affairs)  
D. Klarberg (Biology and Geology)  
D. McKay (Library)  
P. Pecorino (Chairperson, Social Sciences)  
R. Yuster (ECET)

July 2, 2011

From: Edward Volchok, PhD

To: Prof. Barbara Blake-Campbell, Secretary of the Steering Committee of the Academic Senate

Cc: Dr. Emily Tai, Chair of the Steering Committee of the Academic Senate

With this memo, I am submitting the 2010-2011 Annual Report of the Committee on eLearning.

### Committee Members

For the academic year 2010-2011, the committee was composed of the following members:

	<b>Name</b>	<b>Department</b>	<b>Role</b>
1	Dr. Edward Volchok	Business	Chair
2	Dr. Lorena Ellis	Foreign Languages	Secretary
3	Dr. Sara Rofofsky Marcus	Library	Faculty Representative
4	Dr. David Sarno	Chemistry	Faculty Representative
5	Dr. Melanie Sehman	Music	Faculty Representative
6	Dr. Julian Stark	Biological Sciences & Geology	Faculty Representative
7	Prof. Dolores Weber	Nursing	Faculty Representative
	Prof. Galatia Iakovou	Nursing	COC Liaison
	Mr. Bruce Naples	Director, ACC	President's Designee
	Dr. John Gordon	Mathematics & Computer Science	Steering Committee Designee
1	Elizabeth Lara		Student Representative
2	Joseph Lionarons		Student Representative

### Dates and Times of the Committee's Meetings

Except for our May 3<sup>rd</sup> meeting, committee met immediately after the Queensborough Community College Academic Senate meetings. We met on the following dates:

<b>Fall 2010</b>	<b>Spring 2011</b>
• September 23, 2010	• February 8, 2011
• October 12, 2010	• March 8, 2011
• November 9, 2010	• April 12, 2011
• December 13, 2010	• May 3, 2011

### Narrative Summary of the Committee's Work

The charge of the Committee on eLearning is to:

- Report and make recommendations to the Academic Senate on all matters related to eLearning, in particular, concerning policies and procedures related to the development of, support for and offering of programs, degrees and classes;
- Work on the assessment process and criteria related to the eLearning program of the College and report findings to the Academic Senate;
- Serve as an advisory body for all matters related to eLearning.

### Summary of the Committee's Work During 2010-2011

Working with the Committee on By-laws and approved by the Academic Senate during the Plenary meeting in December 2010, the Committee changed its official name from the Committee on Distance Education to the Committee on eLearning.

The committee has been busy during the 2010-2011 academic year. Here is a summary of the committee's work.

At the start of the Fall semester, the Office of Academic Affairs formed an informal advisory committee called the eLearning Planning Group or eTeam for short. This group relied heavily on input from its members who also sit on the Committee on eLearning. This committee is composed of the following members of the Committee on eLearning: Dr. Lorena Ellis, Dr. Edward Volchok, and President's Designee Bruce Naples, Director of the Academic Computing Center. Other members of the eLearning Planning Group include: Dr. Karen B. Steele (Interim Vice President for Academic Affairs), Dr. Paul Marchese (Assistant Dean for Academic Operations), Dr. Meg Tarafdar (Associate Director of CETL), Dr. Edward Hanssen (Business), and Dr. Philip A. Pecorino (Social Sciences). The eTeam established the College's eLearning Faculty Development Program in which participants attend a two-week Institute, develop and then teach their online courses.

The Committee on eLearning vetted issues raised by the eLearning Planning Group. The suggestions of the Committee on eLearning were then relayed to the eLearning Planning Group.

The Committee provided input on how to improve the college's Student eLearning Readiness Program. Members of the committee contributed to building awareness of this program among faculty by announcing this initiative at their respective department meetings.

### **New Members for 2011-2012**

The following members will be leaving the committee this September:

- Dr. Lorena Ellis – Foreign Languages
- Dr. Julian Stark – Biological Sciences & Geology
- Dr. Edward Volchok – Business
- Professor Dolores Weber – Nursing

For the academic year 2011-2012, the committee's members are:

	<b>Name</b>	<b>Department</b>	<b>Role</b>
1	Dr. Dona Boccio	Mathematics & Computer Sciences	Faculty Representative
2	Prof. Barbara Blake-Campbell	Nursing	Faculty Representative
3	Dr. Sunil Dehipawala	Physics	Faculty Representative
4	Dr. Anissa Moody	Social Sciences	Faculty Representative
5	Dr. Sara Rofofsky Marcus	Library	Chair*
6	Dr. David Sarno	Chemistry	Faculty Representative
7	Dr. Melanie Sehman	Music	Secretary*
	Dr. Mangala Tawde	Biological Sciences & Geology	COC Liaison
	Mr. Bruce Naples	Director, ACC	President's Designee
	Dr. John Gordon	Mathematics & Computer Science	Steering Committee Designee
1	Student Member 1	Vacant	Student Representative
2	Student Member 2	Vacant	Student Representative

\*Elected May 3, 2011

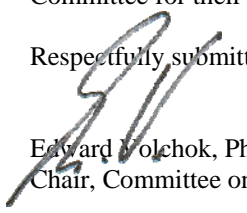
### **Key Items on the Agenda for 2011-2012**

- Provide input on technological and pedagogical support for faculty designing eLearning classes
- Provide input on the college's adopted standard for effective eLearning education
- Provide input on the curriculum of the Faculty's Online Institute
- Provide input on the Student Online Readiness Program including developing outlines for student videos highlighting the curriculum of this program
- Provide input regarding the college's eLearning program
- Provide input regarding learning outcomes assessment for eLearning Courses
- Monitoring reliability of Blackboard and Epsilon, and provide advice to the college community when appropriate
- Develop protocols of departmental observations for eLearning courses PNET and FNET classes
- Review the procedure for Student evaluations of faculty teaching PNET classes

- If needed, present resolutions restricting class size for eLearning classes

As chair of the Committee on eLearning, I'd like to express my gratitude to all the members of this committee for their diligence and dedication. Each member has made important contributions. And, I'd I thank the Steering Committee for their on-going support and sage guidance.

Respectfully submitted,



Edward Volchok, PhD  
Chair, Committee on eLearning

**QUEENSBOROUGH COMMUNITY COLLEGE**  
**The City University of New York**  
**COMMITTEE ON STUDENT ACTIVITIES**  
**of the ACADEMIC SENATE**  
**ANNUAL REPORT for 2010 – 2011**

**To:** Dr. Emily Tai, Chairperson, Steering Committee, Academic Senate

**From:** Liz Di Giorgio, Chairperson of the Committee on Student Activities

**Date:** June 21, 2011

**Subject:** Annual Report of the Committee on Student Activities for 2010/2011

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**Committee Members:** Dr. Chong Jue (ex officio Chairperson), Prof. Liz Di Giorgio (Chairperson), Prof. Barbara Lynch (Secretary), Mr. Reuvain Zahavy (Member), Dr. Alicia Sinclair (Steering Committee Designee), Dr. Paul Jean-Pierre (President's Designee), Dr. Maan Lin (COC Liaison), Ms. Leilani Blira-Koessler (Student Member), Ms. Alina Gulfraz (Student Member), Mr. Simon Ulubabov (Student Member), Ms. Gisela Rivera (Director, Student Activities), Mr. Ray Volel (Director of Student Life),

**Dates Committee Met:** Due to conflicting schedules and the need for the Office of Student Activities to oversee activities during club hours, we varied our meeting times to accommodate members who would not otherwise be able to attend. We met six times in the course of the academic year, on the following dates and times: Wednesday, October 13<sup>th</sup> at 2:00 p.m., Thursday, November 11<sup>th</sup> at 3:00 p.m., Wednesday, December 15<sup>th</sup> at 10:00 a.m., Thursday, March 31 at 5:00 p.m., Thursday April 28<sup>th</sup> at 2:50 p.m., and Thursday, May 19<sup>th</sup> at 10:00 a.m.

### **Narrative Summary of Committee Work**

Our committee began its work with each member choosing which charge or charges to carry out in the course of the year. Once the charges were chosen, committee members read the previous reports and minutes of the Committee on Student Activities to become familiar with actions already taken or tried with regard to their respective charge or charges. In subsequent meetings, our committee discussed the progress of our work and the various issues that arose with regard to student activities. Ms. Gisela Rivera and Mr. Ray Volel kept us informed of the many ongoing student events and provided much helpful information and advice. All of our actions were undertaken with the goal of facilitating student involvement and improving the experience of campus life for our students.



As charged by the Steering Committee, information was gathered in an effort to “list publications intended for prospective and current students and alumni” and to “update all student publications, documents, policies.” Prof. Liz Di Giorgio met with Ms. Susan Curtis and Mr. Winston Yarde on February 3, 2011 to collect brochures and to discuss revisions. Ms. Curtis and Mr. Yarde explained that their brochure for recruiting was in the process of being revised and updated. They were also at work on a general Freshman Academy Brochure, as well as brochures for Health Related Science, Education, STEM, and Liberal Arts. The VAPA brochure will also be updated.

Corrections and revisions to the online Freshman Packet were discussed with Ms. Curtis. The Student Activities Committee had recommended that a heading for “CLUBS” and a link to Student Government be added to the online Freshman Welcome Packet.

Ms. Curtis and Mr. Yarde explained their plan to utilize Hobson’s Enrollment Yield Management Tool known as a VIP page. This page will be tailored to each student and can notify students of any required testing, prerequisites, or required forms. They also acknowledged their intention to put more information on the website as opposed to paper.

Brochures were requested from department chairpersons and directors of offices providing student services. (Please see list in **Attachment 1.**) Corrections and/or updates were noted for the following brochures and flyers and were then forwarded to the appropriate individuals:

“Academic Integrity” – Dean Michele Cuomo  
“Student Handbook for Message Therapy” – Dr. Lisa Mertz  
“College Discovery Program” flyer – Dr. Warren Soare  
Flyers regarding “Fire Safety, Date Rape, Sexual Assault Prevention and Reporting Procedures” and the “Campus Safety Guide” – Mr. Edward Locke  
“Services for Students with Disabilities” – Mr. Ben-Ami Freier.

Updated brochures for the following were sent to Ms. Susan Curtis, who forwarded them to the appropriate departments:

“Biotechnology”  
“VAPA”  
“Criminal Justice”  
“Invest in Success: A Guide to Academic Support and Tutoring Services”

Corrections and substantial updates were noted for the handbook “Resources for Veterans at Queensborough” and were sent to Ms. Linda Savino, Acting Coordinator of Veterans’ Service. Ms. Savino informed us that the handbook had already been replaced by online information, so the revised handbook was sent to her office, in case the updated contact information could be applied to the online material.

In keeping with our charge to “update all student publications, documents and policies,” the Student Activities Committee reviewed all of the topics listed in the Governance section of the Queensborough website under “Plans, Policies and Procedures,” and found that it did not have comments or suggestions regarding those policies.

Regarding the second charge to “investigate feedback on the Academic Integrity pamphlet,” Dr. Paul Jean-Pierre noted that a copy of the policy is sent to every enrolled student electronically and that it is also sometimes discussed at freshmen orientation. He reported that there had not been any feedback from students regarding the policy or the pamphlet.

In keeping with his charge, Mr. Simon Ulubabov asked the Academies about their preferred means of promoting their events and reported as follows:

Visual and Performing Arts Academy (e-mail and face-to-face)  
Education Academy (e-mail, postal mail, plasma screens, and face-to-face)  
Business Academy (e-mail, face-to-face, posting of flyers)  
Liberal Arts Academy (e-mail, posting of flyers, face-to-face, Tigermail)  
S.T.E.M. Academy (e-mail, face-to-face)  
Health Related Sciences Academy (e-mail, face-to-face)

Mr. Ulubabov explained that, because the handbook is printed once per year, it is not the best venue for promoting Academy events. Mr. Ulubabov noted the need to increase dissemination of information about the Academies and to have more involvement with professors. He also noted that the gap between student clubs and the Freshman Academies is difficult to bridge, in part, because of the autonomous nature of the student clubs. The Office of Student Activities would like to increase contact with the Academies through joint events.

In keeping with the charge to “report on responses to the CUNY sexual assault policy,” Mr. Ulubabov explored how the policy was developed. He did not discover any responses to the policy.

In accordance with the charge to “coordinate with the PTK and Academic Steering Committee on student volunteer efforts on campus, and student involvement in governance,” Prof. Barbara Lynch reported that PTK has had an active year. In the fall semester, Lambda Sigma Chapter of Phi Theta Kappa sponsored a bake sale and raised \$442.05 for Queensborough Community College's annual "Walk to Aspire" scholarship fund. They participated in the fall semester Club Fair, and co-sponsored the Halloween party. In addition, they contributed to a food drive for Food Bank of New York organized by College Discovery, and also contributed to a second food drive organized at the Annual Christmas party to benefit a local women's shelter.

In the spring semester, PTK held a book drive that yielded 15 boxes of books for enlisted men and women overseas and their families for Operation Paperback and eight big bags

of books for incarcerated students that were donated to Books Through Bars. They received support for this project from faculty in Chemistry, History, Nursing, and the Social Sciences departments and from The Chemistry Club, The Hillel Club, The Veteran's Center, The Trinibago Society, The Muslim Society, Chi Alpha Christian Club, the African Student Union, The C-Step Program, the Freshman Academy for Liberal Arts/Criminal Justice Program and the Stem Research Club. These projects generated an impressive level of campus-wide involvement. The Student Activities Committee commends PTK for their impressive and inspiring work!

Prof. Lynch and Ms. Gulfranz investigated “the effectiveness of Tigermail as a means to disseminate information about weekly student events.” On March 31, 2011, Ms. Gulfranz noted that the IT department was working on making Tigermail accessible on cell phones. On June 16<sup>th</sup> of this year, Vice President Steele announced that it is now possible for students to access their Tigermail accounts on smart phones and to integrate Tigermail with their personal email accounts.

Ms. Gulfranz reported that the new practice of sending all announcements regarding student activities only once per week is a success. This bundling of announcements makes Tigermail easier for students to use.

Mr. Zahavy contacted department chairs and gathered information on student achievements. The Student Activities Committee discussed the desirability of having a registry on the school website and a web coordinator who can access that information for dissemination on monitors and electronic boards to fulfill the charge of “promoting student competitions and achievements *as they happen.*”

The Office of Student Activities had a very successful year and offered a vast array of events for students, twenty in the fall semester and ten in the spring. Among these events were the Freshman Welcome, the Multicultural Event, the Welcome Fair, a Trivia Feud Game Show, a Comedy Evening, a Latin Heritage Festival, an Arabian Nights Party, Asian Heritage events, Earth Day events and many more.

There was a great turnout for student elections this year (2,258 votes cast, up from 847 votes last year.) This 16% participation rate is likely the result of the convenience of the new online voting procedure.

In addition to these activities, \$3,000 was raised for Japan relief. The Office of Student Activities also supported student leadership events, and offered a quiet area and light refreshments for students during study nights.

For the Leadership Weekend, student leaders were invited to the Edith Macy Conference Center for a series of workshops. Before they left, they met with President Call and Vice Presidents Hartigan, Newcomb, Steele and Zins to identify issues to be addressed by SGA, such as smoking, the library and school spirit.

**New Recommendations:**

1. The Student Activities Committee recommends that the new committee consult with Mr. David Moretti to investigate the feasibility of a registry on which department chairs and others can post their students' achievements. With a registry in place, the Student Activities Committee could send monthly reminders to department chairs and other office directors to submit information regarding student achievements to the registry. It is recommended that the Student Activities Committee consult with Mr. Moretti and/or the IT Department to explore the feasibility of designating a coordinator who will be able to access the information submitted to the registry and disseminate it through electronic boards, monitors and the QCC website. The Student Activities Committee thinks that this can be a highly effective means of building campus spirit.

2. For future efforts to update student publications, it should be noted that many paper pamphlets are being replaced with online material. Future attempts to update information should focus on website information. Some pamphlets found on racks throughout the campus currently contain obsolete information (for example, "Resources for Veterans at Queensborough" and "Parking and Traffic Control Regulations for Students, Faculty and Staff.") Obsolete pamphlets could be replaced with visually appealing rack cards that summarize important information and then direct students to the appropriate location on the Queensborough website for further information. The racks are still a highly visible way to initially draw students' attention.

3. The Committee also noted that an electronic announcement board on the quad, next to the security booth could facilitate the announcement of student events and achievements, even though the issue of unsightliness has been raised in the past with regard to that location. The need to repair the electronic board under the overpass between the Science and Medical Arts wings was discussed. It was also noted that the scroll on the announcement monitors throughout the campus has not been changed for a very long time. All of these electronic means can be used to promote student activities and governance and other important information. The Student Activities Committee recommends that the new committee follow-up to discuss the acquisition, replacement, repair or updating of these important means of communication, which are crucial to insuring that information about student activities, achievements, and governance, as well as the Academies and campus life in general, is relayed in a way that is timely, highly visible and appealing.

4. The Committee on Student Activities would like to stress the necessity for the new Committee to follow up on the matter of an important request received from the Committee on Assessment and Institutional Effectiveness in April 2011. (Please see a copy of this request as **Attachment 2**.) The item highlighted in red is the only issue in need of clarification. This committee did find a year-end report from the Office of Student Activities, self-assessing the activities and services that they provide, but the email and chart in **Attachment 2** request that the Office of Student Activities provide an

“Assessment of services provided by Student Affairs.” These are similar words that may be used interchangeably when lowercase, but they have very different consequences in terms of assessment. For this reason, we are asking for assurance that this is not a typographical error. We request that the Committee on Committees or the Committee on Assessment and Institutional Effectiveness clarifies or confirms whether they are truly asking the Office of Student Activities to conduct an assessment of services provided by the Office of Student Affairs (an entirely different office.)

Dr. Paul Jean-Pierre and Ms. Gisela Rivera explained that their report should be found online or with Dr. Corradetti. If the Committee on Assessment and Institutional Effectiveness is seeking a self- assessment report of services provided by Student Activities, this report is available as a year-end report on the assessment website, and it has been reviewed by this committee without comments or suggestions. If, on the other hand, they are requesting the Office of Student Activities to provide an assessment of Services provided by another office, the Office of Student Affairs, then the requirements for this assessment would need to be discussed in detail with Ms. Gisela Rivera. In keeping with the charge sent to this committee, the new committee members should inform the Office of Student Activities when this issue is clarified or resolved.

This committee has reviewed all of the other year-end assessment reports requested of us in **Attachment 2**, and we have notified the appropriate college departments (Office of Academic Affairs and Office of Student Affairs) that our committee has done so without comments or suggestions. Our only suggestion, which was conveyed through email to the Committee on Assessment and Institutional Effectiveness, was that it might be helpful to require that the name of a contact person or author be posted along with each year-end report, in case reviewers of those reports have any questions.

### **Former Committee Recommendations**

Regarding the “Dissemination of information about the Academies experience in the Freshman Handbook,” Mr. Simon Ulubabov noted that the handbook comes out once per year and would not be the best venue for promoting Academy events. As noted in the “**Narrative Summary of Committee Work**” above, Mr. Ulubabov reported that the Academies prefer to promote their events face-to-face or through emails, flyers, plasma screens and postal mailings.

We are pleased to note that the recommendation of the Student Activities Committee for 2009/2010 regarding the integration of Tigermail with other emails has become a reality. Now that students are also able to access their Tigermail through smart phones, it should be interesting for the new committee members to note how these improvements affect student participation in governance and campus life.

**New Committee members:** Dr. Azita Mayeli, Dr. Peter Novick, Dr. Ted Rosen, (alternate: Prof. Susan Garcia.)

**New Committee Chairperson for 2011/2012:** Dr. Ted Rosen.

**New Secretary for 2011/2012:** Dr. Peter Novick.

The Committee on Student Activities wishes to thank Dr. Paul Jean-Pierre, Ms. Gisela Rivera and Mr. Ray Volel for sharing their knowledge and advice throughout the semester. We thank Ms. Ziomara Zamora for her work on behalf of the students. We also wish to thank Dr. Emily Tai for her rapid responses to all of our questions regarding committee procedures, and we extend special thanks to Dr. Chong Jue for his kind and wise presence at so many of our committee meetings.

Submitted by  
Liz Di Giorgio

**Attachment 1**

**List of Publications compiled by the Student Activities Committee,  
2010/2011**

- “Academic Integrity at QCC”
- “Biotechnology: Queensborough Community College/ York College Dual/Joint Degree Program”
- “Campus Safety Guide”
- “CUNY Justice Academy: John Jay College in partnership with Queensborough Community College”
- “Develop Your Future at QCC,” Photography Certificate Program
- “Digital Art and Design”
- “Freshman Academies”
- “Freshman Academy for Business”
- “Human Anatomy & Physiology: Are You Ready for Human Anatomy & Physiology”
- “Invest in Success: A Guide to Academic Support and Tutoring Services”
- “Paralegal Certificate, The Office of Continuing Education”
- “Parking & Traffic Control Regulations for Students, Faculty and Staff”
- “Port of Entry: TOEFL & English Language Program”
- “Queensborough Communiqué”
- “Queensborough Community College CUNY College Discovery Program”
- “Queenszine”
- “Resources for Veterans at Queensborough”
- “Services for Students with Disabilities”
- “Sexual Assault Prevention and Reporting Procedures/Drug and Alcohol Treatment”
- “Student Group Information”
- “Student Handbook for Message Therapy”
- “The Aspire to Success Scholarship Program”
- “The Learning Communities”
- “The Visual and Performing Arts Academy: Art, Music, Dance, Theatre”

**Attachment 2**

**QUEENSBOROUGH COMMUNITY COLLEGE  
Academic Senate  
Committee on Assessment and Institutional Effectiveness**

DATE: 4/14/11  
FROM: Committee on Assessment and Institutional Effectiveness  
TO: Academic Senate Committee on Student Activities; Elizabeth DiGiorgio, chair  
SUBJECT: Request for Academic Senate Committee on Student Activities to Request Assessment Reports

The Academic Senate Committee on Assessment and Institutional Effectiveness is charged to “Receive and review documents relating to assessments of institutional effectiveness from all non-academic units of the college” (see below). QCC policy set by the Academic Senate is to have assessment that is comprehensive. It is comprehensive when it takes into account all levels and all branches of the institution:

- Academic: assessment of student learning
- Administrative: assessment of all services in support of student learning
- Institutional: assessment of institutional effectiveness

The Committee, working with Arthur Corradetti, Associate Dean for Accreditation, Assessment, and Institutional Effectiveness, has determined that there will be a maximum cycle of five years in which the Committee will look for each unit of the college to have submitted assessment reports to the Dean for Accreditation, Assessment, and Institutional Effectiveness. The Committee will determine compliance with the College Policy by examining the reports so placed and made available to Academic Senate Committees and the college community.

As the Standing Academic Senate Committee on Student Activities is related to,

College Department	Division/Office
Office of Academic Affairs	Student Learning Center
Student Activities	Assessment of student experiences (clubs etc)  Assessment of services provided by Student Affairs



Office of Student Affairs	Career Services Testing Tech-Prep International Students Counseling services Four-year College Transfer New Student Enrollment Planning
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the Committee requests that the Academic Committee on Student Activities request that the Offices of Student Affairs, Student Activities and Academic Affairs submit the assessment reports indicated above concerning the status of those areas of the college related to the committee. We expect that such assessments are to be conducted on a minimum five-year cycle. It is understood that most reports are already being submitted on a yearly basis as “Year End Reports,” and so all you need to do is to request them. Once received, either yearly or on a five-year cycle, the Academic Senate Committee on Student Affairs may review them and report to those areas any suggestions and comments it may have. The Academic Senate Committee on Assessment and Institutional Effectiveness is also requesting that the Academic Senate Committee on Student Activities send to it a report of the receipt of those requested reports.

It must be made clear that the Committee on Student Activities is not being requested to construct or perform assessments but to receive the assessments that should be performed by the Offices of Student Affairs, Student Activities and Academic Affairs. Once received the Academic Senate Committee on Student Activities may review them and report to the Office of Academic Affairs any suggestions and comments it may have on their reports and the process of assessment.

We thank you for your cooperation in complying with the College Policy. We are available to assist you with clarifications of this request or with the requests for the Assessment reports.

**COMMITTEE CHARGE:**

The Committee on Assessment and Institutional Effectiveness shall:

- a. Receive and review summary reports describing initiatives to assess student learning from academic departments, academies, and academic programs of the college;
- b. Receive and review documents relating to assessments of institutional effectiveness from all non-academic units of the college;
- c. Make annual reports of progress in assessment of data collection, including:
  1. The receipt of assessment reports from each department/unit of the college;
  2. Courses/college units assessed from each department;
  3. Summary of Assessment data gathered from assessments;
  4. Any departmental conclusions drawn and/or actions taken as a result.
- d. Review assessment procedures the College undertakes and make recommendations concerning these assessment initiatives to the Academic Senate, in support of principles of shared governance, academic freedom and transparency.

**QUEENSBOROUGH COMMUNITY COLLEGE**  
**The City University of New York**  
**ACADEMIC SENATE**  
**COMMITTEE ON VENDOR SERVICES**

e-mail: [nmoh@gcc.cuny.edu](mailto:nmoh@gcc.cuny.edu)

**To:** Emily Tai Chair, Steering Committee of the Academic Senate  
**From:** NamJong Moh Chair, Committee on Vendor Services  
**Subject:** Annual Report for Committee on Vendor Services  
**Date:** August 2011

**1. The Members of Committee Vendor Services were:**

NamJong Moh, Chair  
Wenli Guo, Secretary  
Angela Poulakidas  
Eladia Raya  
Weier Ye  
(William Faulkner, President's Designee)

**2. The Committee met on the following dates:**

October 13, 2010  
December 1, 2010  
March 9, 2011  
April 6, 2011  
May 19, 2011

**3. Summary of Committee work:**

- 1) The Committee recommended that the Auxiliary Enterprise Board and the College administration attempt to find ways to reduce the price of bottled water and to increase the number of healthier options made available through vending machines.**

In the Committee's first meeting, on Oct. 13, 2010, the members discussed the price of bottled water at vending machines. Currently the price of bottled water is equal to the price of most carbonated beverages. The Committee believes that a significant reduction of the price of bottled water relative to other beverages will make water more accessible to students and entice students to make the healthier choice. Also discussed were ways to increase the number of other non-carbonated healthier

beverages available. The president’s designee and a member of the Auxiliary, Dean William Faulkner, informed the Committee that the contract for vending and beverage services, currently with CC Vending and Pepsi, will expire on Aug 31, 2011 and a Request for Proposal (RFP) was expected to be issued.

In the second meeting, on Dec 1, 2010, further discussions of the price of water and other healthier choices were made, and Dean William Faulkner was requested to bring these matters to the Auxiliary. In the fourth meeting, on Apr 6, 2011, Dean William Faulkner confirmed that RFP was going to be completed in the Spring of 2011. The committee sent a recommendation to President Diane Call regarding the issue.

**2) The Committee evaluated the report of the Auxiliary Enterprise Board.**

In accordance with the Committee charge, the report of the Auxiliary Enterprise Board was evaluated. The report consisted of the “Financial Statements together with Report of Independent Certified Public Accountants of Queensborough Community College Auxiliary Enterprise Association, Inc” (the “Auxiliary”) dated June 30, 2010, and the “QCC Auxiliary Contract Summary” as of April 6, 2011.

As of June 30, 2010, the Auxiliary’s total net assets (total assets minus total liabilities) amounted \$ 2,124,318. The Auxiliary’s total revenues for fiscal year 2010 were \$ 2,152,370, and total expenses were \$ 1,503,398. As of March 2011, the Auxiliary’s Contract Summary is as follow.

<b>Contract</b>	<b>Expiration Date</b>	<b>Terms</b>
<b>Barnes &amp; Noble</b> – college bookstore service	7/31/2015	5.5% of total sales inclusive of guaranteed rent of \$175,000 annually: 1.5% of net textbook sales
<b>Metropolitan Foods</b> – cafeteria, catering and food vending services	7/30/2014 (plus one two year extension option)	Commission of \$35,000 in 2009 – 10, rising to \$45,000 in final year of initial five year term. \$125,000 of capital investment over contract term.
<b>Pepsi Cola</b> – Campus pouring rights	8/30/2011	Annual royalty payment of \$60,000 plus 100 cases of soda and \$1,000 donation
<b>CC Vending</b> – operate beverage vending machines	8/30/2011	\$90,000 annual commission guarantee; 45% of gross annual sales above \$250,000
<b>Verizon</b> – wireless communication tower lease	4/01/2014 for initial 5 year term (plus two five year options)	\$33,000 annually with 3% yearly escalations
<b>T-Mobile</b> – wireless communication tower lease	9/01/2011 plus four five year renewal options	\$30,000 plus 3% escalations annually; 5% additional escalation for each additional option exercised
<b>Sprint</b> – wireless communication tower lease	12/19/2011 (first of four additional five year options already exercised)	\$32,000 in second term escalating at 3% annually

**4. Report on status of prior recommendations made to the College and reported the Academic Senate:**

No change has been made to clarify further the charges of the Committee. (See 2009/2010 annual report item number 6. 1.)

The Committee received financial reports of the Auxiliary, Inc and the contract summary from the Auxiliary Enterprise Board. (See 2009/2010 annual report item number 6. 2.)

**5. New Recommendations:**

To continue following up on the Committee’s recommendation on the price of bottled water be reduced and the availability of healthier choices be increased.

**6. The new members of Committee on Vendor Services are:**

Gheorghe Proteasa	Biology and Geology	Chair
Lawrence Bentley	Nursing	Secretary
Manette Berlinger	Basic Skills	
Jonathan Cornick	Math & CS	
Eladia Raya	Foreign Language	

(William Faulkner, President’s designee)

**QUEENSBOROUGH COMMUNITY COLLEGE  
THE CITY UNIVERSITY OF NEW YORK**

**COMMITTEE ON WRITING IN THE DISCIPLINES/WRITING ACROSS THE  
CURRICULUM (WID/WAC)**

**ANNUAL REPORT  
ACADEMIC YEAR  
2010 – 2011**

**Membership**

Officers:

Dr. Kathleen Wentrack (Art & Design), Chair  
Prof. Wendy Ford (Business), Secretary

Members:

Prof. Lawrence Bentley (Nursing)  
Prof. Marvin Gayle (Electrical and Computer Engineering Technology)  
Dr. Jilani Warsi (Basic Educational Skills)  
Dr. John Talbird (Director of the WID/WAC Program)

Liaisons/Designees

Dr. Paul Marchese (Academic Affairs), President's Designee  
Victoria Brown, Student Designee

**Committee Meetings**

The WID/WAC Committee met four times during the 2010-2011 academic year. The meetings were held on the following dates: October 13, November 10, April 6, and May 18. The minutes for each of the meetings are available for review on the website for the QCC Academic Senate. The committee acknowledges the service of the secretary, Prof. Wendy Ford, in preparing the minutes. When Prof. Ford was unable to attend a meeting, Prof. Marvin Gayle acted as Secretary. In addition, four waiver requests were coordinated via email in January and February as they were submitted to the Committee by Dr. Paul Marchese of Academic Affairs.

**Summary of Committee Work**

Bylaw Charges and the Committee Actions

**(1) Bylaw Charge:** Oversee and make recommendations to the Academic Senate related to the WID/WAC Program.

Clarification edits were made by the Committee to the wording of the charges of the WID/WAC Committee. Inconsistencies were corrected between the Committee's listed charges and the Guide for Committee WID/WAC Members.

The Committee made no further recommendations to the QCC Academic Senate during the 2010-2011 Academic year.

**(2) Bylaw Charge:** Review and recommend changes in the criteria for a writing intensive (WI) class to the Academic Senate for its approval.

The committee made no recommended changes in the criteria for a writing intensive (WI) class to the QCC Academic Senate during the 2010-2011 Academic year.

**(3) Bylaw Charge:** Oversee a continuing WID/WAC Faculty Professional Development Program with the Office of Academic Affairs.

Dean Michele Cuomo from Academic Affairs attended the first Committee meeting on October 13, 2010 to update the Committee on changes to the training of new WI faculty that took place over the summer of 2010. These changes were made in conjunction with the Director of the WID/WAC Program in efforts to shorten the training period to one semester while ensuring the content of the training. The Director of the WID/WAC Program, Prof. John Talbird, kept the Committee informed throughout the year of the WI training program. In addition, online WID/WAC training was continued in the current academic year led by Prof. Jeff Jankowski to accommodate the schedules of faculty who found it difficult to participate in face-to-face training.

**(4) Bylaw Charge:** Hear and decide student cases requesting a waiver from any WI degree requirements.

The Committee spent less time this Academic year compared to last year hearing and deciding requests for WI course requirement waivers. This change can be attributed to better clarification in the online registration system, improvements in advising students on this requirement, and a greater knowledge of this requirement on the part of faculty and students. It was also noted that several WI courses were offered online to accommodate students' varying schedules.

In general, the number of waiver requests presented to the committee differed each meeting. The Committee carefully considered and deliberated each case. In total twenty waivers were granted and three denied. The Committee acknowledges the considerable time Dean Paul Marchese from Academic Affairs spent in preparing the cases for the Committee.

**(5) Bylaw Charge:** Provide a list of current WI certified classes and the instructors certified to teach WI classes to the department chairs that will make the final decision on the designation of a course or section as WI each semester.

The Committee read through and approved all WI-certified class sections and instructors. All course offerings with WI designations during Fall 2010, Spring 2011, and Summer 2011 were approved unanimously by the Committee.

**(6) Bylaw Charge:** Insure through a certification and recertification process that all classes designated as WI meet the criteria for a WI class.

The Director of the WI Program kept the committee informed of the status of the faculty teaching the WI sections. Course sections designated as WI had faculty who were WI certified.

**(7) Bylaw Charge:** Provide the Committee on Committees with a list of faculty members who are participating in the WID/WAC program.

The Director of the WI Program provided the Committee with a list of faculty who were eligible to teach WI courses (i.e. faculty who went through the WI training). This list was forwarded to the Committee on Committee's Chair.

### **Assessment of the Writing Intensive Program**

At the request of the Office of Academic Affairs, the WID/WAC Committee of the Academic Senate of Queensborough Community College coordinated an assessment of Student Learning Outcomes (SLO) in Writing Intensive courses during the Spring 2011 semester. The assessment included WI courses from six departments: Art & Design; Business; Health, Physical Education, and Dance; Mechanical Engineering and Design Drafting; Nursing; and Speech, Communication, and Theater Arts.

To conduct the assessment the WID/WAC Committee, in consultation with Committee member and CATW certified instructor Jilani Warsi, unanimously decided to use the new CATW (CUNY Assessment Test of Writing) rubric to assess student writing. The assessment took place once at the beginning of the semester and once at the end (the pre-test and post-test). For the purposes of this study, the students' writing was assessed by CATW certified evaluators using the CATW rubric. Overall, 32 percent of students improved their scores by at least 10 percent when comparing pre-test scores with post-test scores.

The Committee Chair was informed by the Chair and Vice-Chair of the Academic Senate Steering Committee that in the future any assessment should be conducted by a body other than an Academic Senate Committee. Please see the website for the QCC Academic Senate for the full report.

### **Matters of Interest**

- As Professors Wendy Ford, Jilani Warsi, and Lawrence Bentley will be leaving at the end of the 2010-2011 Academic year, the Committee would like to thank them for their service.
- The Committee welcomed Professors Karan Puri, Julia Rothenberg, Edward Volchok and alternate Julia Pigza (the Steering Committee designee) who will serve on the Committee during the 2010-2011 Academic year. However, since our last Committee meeting on May 18th, Prof. Volchok had to resign as he was elected to the Committee on Committees. The Committee on Committees then appointed Julia Pigza as a full member and Lawrence Bentley as alternate and Steering Committee designee. The Committee welcomes Prof Bentley's return.
- For the upcoming 2011-2012 Academic year, Prof. Kathleen Wentrack and Prof Marvin Gayle will be remaining on the Committee. Prof. Wentrack was reelected to serve as Chair and Prof. Puri was elected as Secretary.



- Prof. John Talbird, Director of the WI Program will be on sabbatical next year. Prof. Megan Elias will be the Director of the WI Program during this period. Prof. Jeff Jankowski will remain as Director of the Online Training portion of the WI Program.
- The Chairperson would like to thank all members who served on the Committee throughout the academic year.

Respectfully submitted,

Dr. Kathleen Wentrack  
Chair, 2010-2011