

**Agenda**  
**Academic Senate Meeting**

**Date: Tuesday, October 8, 2013**

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

**Location: Room M-136**

- I. Attendance
- II. Consideration of minutes of the September 10, 2013 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 September 10, 2013 (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/>
- V. Monthly Reports of Standing Committees of the Academic Senate
  - Committee on Committees –September 2013 (Attachment E)
  - Committee on Committees – October 2103 (Attachment F)
- VI. Annual Reports of Academic Senate Standing and Special Committees
  - Committee on Academic Development (Attachment G)
  - Awards and Scholarships (Attachment H)
  - Committee on eLearning -revised(Attachment I)
  - Committee on Environment, Quality of Life and Disability Services (Attachment J)
  - Committee on Vendor Services (Attachment K)
- VII. Old Business
- VIII. New Business

Queensborough Community College  
The City University of New York

**MINUTES**  
**of the September 10, 2013**  
**Academic Senate**

President Diane Call called the first 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/roster.html>

Absentees:

		Jones, Stephen
Andrea Salis	Julia Carroll	Yangki, Ngawang
Aithne Bialo-Padin	Dion Pincus	Dong, Chaojun
Cheryl Spencer	Paul Weiss	Facey, Latiffa
Paul Marchese		Benjamin, Linsy
		Kauffman, Jolie
		SG, President_Pro_Tempore

**II. Consideration of minutes of the May 14, 2013:**

- A motion was made, seconded, and unanimously adopted to approve the May 14, 2013 minutes as presented (see Attachment A of the September 10, 2013 Agenda).

**III. Communications from President Call:** President Call referred to her written report (Attachment B of the September 10, 2013 Agenda)

- President Call began her report with an announcement that QCC has been invited to collaborate in the creation of a new high school in Queens. The school's emphasis will be on technology and computer software/applications, and the unique feature of a partnership with SAP which will support the curriculum through mentorships and opportunities for experiential learning. Faculty in our Engineering Technology and Business Departments will have an opportunity to participate in curriculum and staff development for the new high school, expected to be opened next fall.
- President Call then described QCC's proposal for the CUNY 2020 Challenge Grant Program. The State of New York has earmarked \$55 million for CUNY to develop collaborative programs linking economic/job development, workforce training and academic work. President Call invited Dean Denise Ward to describe one of the two QCC proposals. Dean Ward described how the departments of Nursing, Biology, Health Sciences and Business had developed a proposal that would result in the preparation of students for a variety of employment in the various aspects of the Health Care industry in Queens. As part of this, the proposal had to include a facility that would serve people in the community who are part of MWBE. This facility would possibly be in the Corona/Jackson Heights area, and would include space for classes from Medical Arts to language instruction. Professor Stu Asser, describing another proposal included in the QCC application, discussed advances in industrial design and engineering especially with respect to

- 46 innovative new 3D printing processes in manufacturing and the need for training in those  
47 emergent technologies.  
48
- 49 • President Call in her written report provided an update on enrollment. 16,000 students have  
50 enrolled this semester, including almost 3500 new freshmen and over 900 new transfer students.  
51
  - 52 • President Call invited the Senate to welcome 28 new colleagues, more than half from the  
53 Departments of English and Mathematics/Computer Science. Currently there are 426 full time  
54 faculty lines: 366 classroom faculty, as well as librarians, counselors and CLTs.  
55
  - 56 • President Call acknowledged the service of faculty who retired since last year: Helene  
57 Dunkelblau, Nancy Laurel Petterson, Manette Berlinger, Stan Garfunkel, Shailaja Nagarkatte,  
58 Alex Flamholtz, Dave McCauley, Dee Springer, and Wolston Brown.  
59
  - 60 • Providing an update about the Academies, President Call said the results of the last four years of  
61 formal assessment has yielded data on student retention and led to the decision to scale up the  
62 Queensborough Academies beginning this semester to serve all full time degree students, from  
63 admission to graduation. In addition to adjusting the scope of five academies, academic  
64 advisement has been re-structured using a caseload approach. Changes to the academies will be  
65 measured by a revised assessment protocol. The President noted there will be continued support  
66 for faculty development, pedagogical research, and presentations by faculty on their research  
67 outcomes, and she encouraged adjunct faculty colleagues to participate.  
68
  - 69 • President Call reported on the new website for academic programs/careers/  
70 advisement/articulation [www.qcc.cuny.edu/academics](http://www.qcc.cuny.edu/academics), led by Dean Arthur Corradetti, with Brian  
71 Kerr, Raj Vaswani, Dave Moretti and Jason Ano.  
72
  - 73 • President Call described the latest version of the Early Alert system, Starfish, designed and  
74 implemented by Emil Parrinello, Raj Vaswani and Ed Molina, led by Vice President Sherri  
75 Newcomb.  
76
  - 77 • President Call explained changes in the QCC organizational structure, including the departure of  
78 Dean Michele Cuomo. For the fall semester, the Office of Academic Affairs is headed by VP  
79 Karen Steele, with Dean Denise Ward, Dean Artie Corradetti and Mr. Bruce Naples. Dr. Jane  
80 Hindman will continue as Director of CETL; Dr. Margot Edlin continues as a faculty fellow, with  
81 responsibilities for CUE, our remediation review, and USIP. Professor Glenn Burdi will continue  
82 as a co-chair of our Periodic Review, and serve as a faculty fellow, coordinating adjunct  
83 appointments, the OAA budget and summer/winter scholarships. Dr. Brian Kerr, who oversees  
84 our Articulation and Educational Partnerships, will take a lead with the development of our  
85 website for academic programs, and serve as OAA's chief liaison to Student Affairs for the  
86 Queensborough Academies.  
87
  - 88 • President Call announced a search for Provost and Senior Vice President for Academic Affairs,  
89 with Vice President Rosemary Zins serving as chair of the search committee, which includes Vice  
90 President Karen Steele, three academic department chairpersons (Dr. Joe Culkin, representing  
91 liberal arts and science, Professor Georgia McGill, for fine and performing arts, and Professor Stu  
92 Asser representing career programs). Professor Alex Tarasko will represent the Faculty  
93 Executive Committee, Ms. Shirley Chen, from Finance and Administration (and AA rep), Ms.  
94 Gisela Rivera representing Student Affairs, and Mr. Brian Farr, from Information Technology.  
95 President Call hopes to appoint a Provost and Senior Vice President for Academic Affairs for the  
96 spring semester, when Vice President Steele will take the leadership of a new division for  
97 Strategic Planning, Assessment, and Institutional Effectiveness with Dean Arthur Corradetti, Dr.  
98 Ian Beckford, and the Office of Institutional Research. This new division will include our strategic  
99 planning process, annual departmental reports, the Assessment Institute, General Education  
100 Assessment with faculty, Program Review, the Periodic Review, Accreditation, Retention  
101 (including the Starfish Project) and the Academy Assessment Protocol.

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- President Call reminded the Senate that *merit scholarships* are awarded to new freshmen and to continuing students; summer scholarships are awarded to students who are within three/four credits of completing one half of their degree program in one calendar year. President Call said the scholarship program will be expanded to include winter session awards to January 2013 freshmen within a 3/ 4 credit course of completing 30 credits by the end of the fall term.

**IV. Senate Steering Committee Report:** Chair Pecorino referred to his written report: *(Attachment C of the September 10, 2013 Agenda)* focusing on some of the following:

- Chair Pecorino welcomed new members, Adjunct Representative Georgeanne Albanese and Alumni Association Representative Emil Parrinello.
- Chair Pecorino discussed the work of the Committee on Bylaws, which will be working to remove the Ceremonial Occasions Committee; the Committee on Environment, Quality of Life, and Disability Issues will be looking into what can be done about bullying on campus.
- Chair Pecorino mentioned that the Steering Committee had approved the acceptance the gift in honor of Charles F. Bova, Jr., the father of President Call and a liberator, honored in conjunction with "Their Brothers Keepers" an exhibit about American Liberators of Nazi death camps, opening October 13 at the Kupferberg Holocaust Resource Center and Archives.
- Chair Pecorino described updates to the Senate website, including a basic primer and an eventual news/comment function, wherein the work of committees and the matters before the Senate would be discussed and commented upon.
- Chair Pecorino described the interest in enabling the service of all those who would like to, the Senate may choose expand the number of available slots for faculty to serve on committees. Committee appointments may also be staggered in order to provided greater continuity from year to year. In addition, the workload may be reduced for MSA accreditation reviews.
- Chair Pecorino described a situation in which some members of the Academic Senate, although present, were disinclined to vote on matters before the body. In these instances, members were not abstaining, but simply choosing, for whatever reason, not to vote. He questioned whether not voting at all would result in non-compliance with the Open Meetings Act.

**V. List of Graduates for June and August 2013 (Attachment E1 and E2)—RESOLUTION**

- **A motion was made, seconded, and unanimously adopted to approve the List of Graduates for June and August 2013** *(Attachments E1 and E2 of the September 10, 2013 Agenda)*.

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

The Committee on Curriculum has acted to send the following recommendation to the Academic Senate.

1. Changes in Courses
2. Degree Program Changes

**Changes in Courses**

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156 DEPARTMENT of SOCIAL SCIENCES

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158 Course Change:

159 From: SS360 Sociology of Education

160 To: SOCY260 Sociology of Education

161 Rationale: New course prefix system being put into effect.

- 162 • A **motion was made, seconded, and unanimously adopted to approve** the Course  
163 Change from SS360 Sociology of Education to SOCY260 Sociology of Education  
164 (*Attachment G of the September 10, 2013 Agenda*).

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166 Degree Program Changes

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168 DEPARTMENT of BUSINESS

169 Program Change:

170 Medical Office Assistant -- A.A.S. Degree Program

171 From Course Requirement : BU-918 Medical Billing and Coding II 2 class hours 2 laboratory  
172 hours 3 credits

173 Prerequisite: BU-916 Medical Coding and Billing I

174 To Course Requirement: BU-917 Healthcare Information Management 3 class hours 1  
175 laboratory hour 3 credits

176 ELECTIVES BU-918 Medical Billing and Coding II

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178 **Rationale:** BU-917 (Healthcare Information Management) will become a required course in the  
179 Medical Office Assistant A.A.S. degree curriculum. This course is needed to prepare students for  
180 entry-level positions in healthcare information management and also to update the skills needed by  
181 experienced workers in the healthcare information field. BU-917 (Healthcare Information Management)  
182 has been designated as a “bridge course” that will serve both the Career Paths (Continuing Education)  
183 population and our Queensborough Community College Medical Office Assistant A.A.S. students  
184 interested in careers healthcare.

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186 BU-918 (Medical Coding and Billing II) will become an elective in the Medical Office Assistant A.A.S.  
187 degree curriculum. Students are still required to take BU-916 (Medical Coding and Billing I) in this  
188 curriculum. BU-916 (Medical Coding and Billing I) exposes students to the current coding systems for  
189 medical diagnoses and procedures (International Classifications of Diseases [ICD] and Current  
190 Procedural Terminology [ICD]. Those desiring additional training in Medical coding are given the  
191 opportunity to take BU-918 (Medical Coding and Billing II) as an elective in this curriculum.

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- 193 • A **motion was made, seconded, and unanimously adopted to approve the Program**  
194 **Change in the Department of Business from Course Requirement BU-918 to Course**  
195 **Requirement BU-917** (*Attachment G of the September 10, 2013 Agenda*).

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198 **VII. Annual Reports of Academic Senate Standing and Special Committees**

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200 The Senate received the annual reports from the following committees:

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- 202 • Committee on Admissions (Attachment H)  
203 • Committee on Assessment(Attachment I)  
204 • Committee on Bylaws (Attachment J)

- 205 • Committee on Ceremonial Occasions (Attachment K)
- 206 • Committee on Computer Resources (Attachment L)
- 207
- 208 • Committee on Continuing Education ( Attachment M)
- 209 • Committee on Course and Standing (Attachment N)
- 210 • Committee on Committees (Attachment O)
- 211 • Committee on Cultural and Archival Resources (Attachment P)
- 212 • Committee on Curriculum(Attachment Q)
- 213 • Committee on eLearning (Attachment R)
- 214 • Committee on the Library (Attachment S)
- 215 • Committee on Student Activities (Attachment T)
- 216 • Committee on WID WAC (Attachment U)
- 217

218 Chair Pecorino emphasized the outstanding work of the following committees and call notice to the  
219 recommendations in the reports: Committee on Assessment, Computer Resources, Library Affairs,  
220 E-Learning

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222 **VIII. Old Business**

223 NONE

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225 **IX. New Business**

226 SG Executive Vice President Lida Ramos Arce, parliamentarian, invited the Academic  
227 Senate to join student leaders in a moment of silence at 8:46 on September 11.

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229 The meeting was adjourned at 3:54 PM

230

231 Respectfully Submitted,

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233 Joel Kuszai

234 Secretary, Steering Committee of the Academic Senate



**Report of the President  
to the  
Academic Senate**

**October 8, 2013**

**Enrollment Update**

The College set ambitious enrollment targets for Fall 2013. While we surpassed the new student goal, we missed the continuing student goal slightly. We attribute most of the shortfall to more students graduating this past June and August. Plans are currently underway to ensure robust enrollments for the '13/'14 academic year, including Winter, Spring and Summer.

In other news, our Admissions Office, with the assistance of the Department of Marketing and Communications, unveiled a new website that is designed to attract potential students to the College; Plans are underway to strengthen relationships with key feeder schools through targeted outreach, personal visits, and collaboration with QCC Academic departments; and, our **Annual Open House for Prospective Students** and families will be held on Saturday, November 9th from 11 a.m. -2 p.m., with campus tours and information sessions about academic programs, services and financial aid.

**Advisement/Registration Update**

**Winter session and Spring 2014 advisement for currently enrolled students** will begin on Monday, October 7, 2013. Students will be contacted by their assigned Academy Adviser or special program Advisers (i.e., ASAP, College Discovery, Veterans, International Students, SSD) reminding them to review Degree Works and course offerings and begin planning for next semester.

**Academy Advisement Centers** are open Mondays & Thursdays from 9:00 a.m. – 6:00 p.m., Tuesdays & Wednesdays 9:00 a.m. – 7:00 p.m., and Fridays from 9:00 a.m. -5:00 p.m. The Academy Advisement Centers locations:

- o Business—Administration Building, Room 405A
- o Health-Related Sciences—Medical Arts Building, Room 326
- o Liberal Arts (including Education and Criminal Justice)—Library Building, Room 434
- o S.T.E.M Academy Advisement Center—Library Building, Room 23
- o V.A.P.A. Academy Advisement Center—Humanities Building, Room 337

**STARFISH** update: This early alert system allows timely input about students by faculty, tracks the interventions recommended, and gives faculty feedback on the outcomes of their referrals. The first Starfish Early Alert survey sent to faculty on 9/21 prompted almost 2600 alerts, identifying students at risk due to performance, attendance or preparedness for class. Almost

one third of the students identified as at risk responded to the outreach and completed the action suggested by their instructors. Information sessions about the STARFISH system will be offered for faculty club hours throughout the month of October. In response to faculty input, a link directly to Starfish log-in has been put on the Faculty and Staff landing page. Faculty with questions about Starfish should email Ed Molina ([emolina@qcc.cuny.edu](mailto:emolina@qcc.cuny.edu)), the Starfish technical lead for the Office of Academic Affairs.

### **Faculty Achievements and Grant Awards**

Congratulations to faculty member Jules Allen who has published another distinguished book of photographs, *In Your Own Sweet Way*, in collaboration with Faustino Quintanilla, QCC Art Gallery. The compelling images are taken of people, landscapes, and household settings in Egypt, Ghana, Mali, Guinea, Sudan and Senegal.

QCC's faculty received three ***CUNY Community College Collaborative Incentive Research Grants***: Dr. Paul Sideris (Chemistry) in collaboration with Dr. Steven Greenbaum from Hunter College will conduct research in which solid state nuclear magnetic resonance studies of hybrid cathode materials will be used to identify and quantify lithium-ion exchange between two components as a function of resting time after initial discharge; Dr. Julia Rothenberg (Social Sciences) in collaboration with Dr. Steve Lang from LaGuardia Community College received funding to explore class contradictions and processes of social inclusion and exclusion generated by the development of the High Line Park and, by extension, other new forms of revitalized public spaces. It will explore, document and analyze the processes by which culturally driven urban revitalization reinforces class boundaries and social exclusion through aesthetic experience; Professor Nick DiZinno (Engineering Technology), Professor Jeffrey Schwartz (Engineering Technology), Dr. Azita Mayeli (Mathematics), and Dr. Daniel Garbin (Mathematics) received a grant to conduct a numerical study of a two-dimensional flexible cantilever fiber in laminar cross-flow. The main goal will be devoted to characterizing the roles of active and passive deformation in the motion of the fiber, with applications to locomotion and maneuvering of marine life.

The National Science Foundation awarded Queensborough \$171,000 over a three-year period. The grant involves QCC as the lead institution, in collaboration with Allegheny Community College in Pennsylvania and St. Mary's College in Maryland. Funded through NSF's Transforming Undergraduate in Science, Technology, Engineering and Mathematics (TUES) initiative, the project will result in full institutionalization of a new microwave-assisted student-centered organic chemistry curriculum at Allegheny College. A significant proportion of the new curriculum will be adapted at St. Mary's College and Queensborough. QCC's project team will transform their instructional laboratory by incorporating more instrumentation into the curriculum and focusing on student-driven activities. Dr. Julie Pigza was originally designated as the Principal Investigator, and with her departure, Dr. Jun Shin, Chemistry, will now assume these responsibilities along with co-PIs, Dr. Sasan Karimi and Dr. Paris Svoronos.

Congratulations to Dr. Paris Svoronos (Chemistry), who was honored by Phi Theta Kappa, the National Honor Society, for his ten years of service as campus advisor to QCC's Lambda Sigma Chapter. Along with his co-advisor,



Dr. Emily Tai, Dr. Svoronos has led the development of our chapter to the benefit of high achieving students who have gone on to even greater academic success and service to their communities.

## College News

### *College-Wide committees:*

The College has several advisory committees which serve the campus community, including students, faculty and staff. Members are appointed by the President, and serve as representatives of various campus constituencies. Please note these committees, their scope and their current membership:

### *College Advisory Committee on Campus Security*

Charge: The College Advisory Committee on Campus Security exists as part of Chapter 457 of the NY State laws of 1990 which require each campus of the State University, City University, and independent colleges that receive state aid under section 6401 of the education law, to create an advisory committee regarding campus security. ARTICLE 129-A. Regulation by colleges of conduct on campuses and other college property used for educational purposes. NY Edu 6450 (1998)

#### Campus Committee Membership:

- Vice President for Student Affairs—Ms. Ellen Hartigan, Chair
- Director of Public Safety—Mr. Ed Locke
- Department Chair—Professor Stu Asser
- Faculty member—Dr. Wilma Fletcher Anthony
- Students (2)—Stephen Jones and Latiffa Facey.

*The Sexual Harassment Awareness and Intake Committee (SHAIC)* is responsible for educating the college community about sexual harassment and its potential consequences to the University community and for overseeing sexual harassment training. SHIAC members may explain the University complaint procedures and receive complaints and report them to the Sexual Harassment Coordinator or Deputy Coordinator, but not conduct any investigations, and have an obligation to maintain confidentiality to the fullest extent possible. (November 2012 “CUNY Policies and Procedures on Equal Opportunity, Non-Discrimination, and Against Sexual Harassment”).

Charge: (From the current July 2010 “Procedures for Implementing of the City University’s Policy Against the Sexual Harassment” states in Section V. Procedures for Implementation of the City University’s Policy Against Sexual Harassment) The Sexual Harassment Awareness and Intake Committee is responsible for educating employees about sexual harassment and its potential consequences to the University community, and for overseeing sexual harassment training.

#### Campus Committee membership:

- Affirmative Action Officer/Coordinator Ms. Mavis Hall,—Chair
- Department Chair— Dr. Jonas Falik
- Member of Faculty Executive Committee—Dr. Susan Jacobowitz
- Student Affairs Counselor— Dr. Dorith Brodbar
- Personnel representative—Ms. Ellen Adams
- Human Resources representative—Dean Liza Larios

- Office of Academic Affairs representative—Professor Glenn Burdi
- DC 37 representative—Ms. Amy Baltajian
- Student—Mr. Stephen Jones

*College Advisory Committee for 504/ADA Compliance Committee*

Charge: The 504/ADA Committee serves as an advisory committee to the 504/ADA Coordinator and assists in formulating new ideas and monitoring the College for 504/ADA compliance.

Committee Members: The Committee is comprised of representatives from various divisions, departments, programs and services that make up the College. The Coordinator for Disabled Student Services is a member of the committee.

Campus Committee Membership:

- Chief Diversity Officer—Ms. Mavis Hall, Chair
- Coordinator of Services for Students with Disabilities—Mr. Benami Freier
- Human Resources and Labor Relations Representative—Ms. Sangeeta Noel
- Personnel Office representative—Ms. Ysabel Macea
- Representative from the Academic Senate—Dr. Elizabeth Bartels
- Office of Academic Affairs Representative—Dr. Margo Edlin
- DC 37 Representative—Ms. Joann Rollo
- Environmental Health & Safety Officer—Mr. Mel Rodriguez
- Facilities Division Representative—Mr. Joe Cartolano
- College Nurse—Ms. Isabel Hocevar
- Department Chairperson—Dr. Young Kim

**Upcoming Events**

- On Sunday, October 13, 2013 at 1:00 PM, the Harriet & Kenneth Kupferberg Holocaust Resource Center and Archives will host the opening of its fall exhibit: *Their Brothers' Keeper: American Liberators of the Nazi Death Camps*. The exhibit highlights the experiences of American soldiers during World War II who during the invasion of Germany came upon the countless concentration camps and killing camps created by the Nazis. It was not until recently that many of these GIs were able to come forward and tell their stories. The trauma they experienced upon coming across these camps has not diminished for more than six decades. The October 13 program will include a brief service at the college's Veterans' Memorial at 12:30 PM prior to the opening of the exhibit. In attendance will be veterans who served in World War II, Korea, Viet Nam, and Iraq and Afghanistan. The community, our students, faculty and staff are invited to attend or visit the exhibit, which will run through February 28, 2014.
- Queensborough's Celebration of Donors event, recognizing individuals who contributed to the QCC Fund, Inc. in support of student scholarships, the Art Gallery, the Kupferberg Holocaust Resource Center and Archives, as well as faculty development and research, will be held on Thursday, October 24, at 6:00 PM in the Art Gallery.
- On Thursday, October 17, at 5:30 PM in the Student Union, the campus community is invited to our annual ***Celebration of Service*** honoring faculty and staff who have worked at

the College full time for 20, 30 and 40 years. This year we will celebrate with Jack Black (Public Safety), Caridad D'Ambrosio (Registrar), Joseph Goldberg (Engineering Technology), Hasratiali Ishmael (Buildings and Grounds), Murray John (Buildings and Grounds), Mary Kasworm (Academic Computing Center), Anne Marie Menendez (Nursing), Olga Salamanca (Academic Affairs), Grace Heinz (Engineering Technology), Mona Seiler (Business), David Shimkin (English), Deleri Springer, (Social Sciences), Sylvia Svitak (Mathematics and Computer Sciences), Clara Wajngurt (Mathematics and Computer Sciences), Reuvain Zahavy (Mathematics and Computer Sciences), Karen Grant (Business), John Luby (Business) and Philip Pecorino (Social Sciences).

- The Fall 2013 Presidential Lecture will be held on Tuesday, October 29 at 4:30 PM in M 136 with Steve Shepard as our speaker. The founding dean of the CUNY School of Journalism, will speak on *The Future of Journalism* which addresses how traditional journalism has been seriously disrupted and diminished in recent years by the internet and all digital technology. Magazines and newspapers have ceased publishing and there are cutbacks and layoffs which the speaker sees as a hollowing out of the accountability of journalism so vital to American democracy. He poses the question, What will it take for journalism to survive? Faculty, staff, and the community are welcome to attend his presentation.

#### **Update on the Early College Initiative**

An official CUNY brief (August 2013) on the Early College Initiative described the program: The CUNY Early College Initiative The Early College Initiative (ECI) at CUNY was established to provide all students with “the opportunity to attend engaging schools that help them successfully transition from high school to college, to challenging 21 century careers. By working with dedicated college and employer partners, ECI constructs innovative school models with integrated support systems that ensure success for all students as they work toward their long-term academic and career goals.

“Beginning in 2003, CUNY’s ECI program has developed a group of schools that share the goal of enabling a broad range of students to earn both a high school diploma and an associate degree (or up to two years of college credit). –at no cost to themselves or their families.”

*The proposed model/objectives for the Early College Initiative as stated by CUNY:*

- Blend a rigorous college-prep high school curriculum with the college level coursework required to earn an associate degree in a technology/business discipline and a carefully sequenced set of workplace experiences that prepare students to move seamlessly into high potential jobs.
- Offer a path to college and career that includes substantive guidance and coaching from adults through the first two critical years of college and a series of increasingly demanding workplace experiences.
- Remove financial and other barriers to college by making significant college level work part of every student’s experience.
- Enroll students of all abilities, levels, and backgrounds ensuring that a wide range of students have access to a high quality high school and college education.

- Serve low income young people, first generation college goers, ELL and students of color – all of whom are statistically underrepresented in higher education.
- Provide small, personalized learning environments with 80 to 100 students per grade and no more than 600 students per school.

*Unique aspects of the proposed model:*

Unlike some traditional schools in which only high achieving students are selected for accelerated or ‘honors’ courses, ECI schools expect that all students will have the opportunity to earn college credits while in high school. This expectation creates a culture that supports and encourages students who might struggle in other environments. Additionally, ECI schools create a ‘scaffolded’ transition from high school to college with additional supports built into the program. Instead of abruptly moving from a high school environment to a college campus, ECI students begin with one college course, --often in the tenth grade—and gradually increase the number of courses and the independence expected of students over time.

In the new 9–14 College and Career Preparatory schools, employer partners play an important and integrated role in the development process. “Blue chip” employer partners have made the commitment to identify the appropriate entry-level positions that students may qualify for upon graduation, and work with secondary and postsecondary partners to map the key skills needed to succeed in those positions. They will also ensure that students receive mentoring from industry professionals, and help provide opportunities for appropriate workplace experiences aligned to the curriculum scope and sequence, including, but not limited to projects, visits, speakers, internships and apprenticeships designed to prepare students for the world of work.

*ECI Outcomes Reported by CUNY:* 2012 results from the ECI schools: 87.1% graduation rate (20% higher than the city average), with ECI graduates earning an average of 21.5 college credits prior to graduation. The retention rate of 2011 graduates who remained enrolled in college after a year was 70%. In 2011-13, 2,367 ECI students were enrolled in 8,411 college courses, with 87% receiving a C or better. Approximately 77% of students currently enrolled in ECI schools are either Hispanic or African American.

*Update on our campus planning process:*

The second meeting about QCC partnering with the NYC Department of Education and SAP to create an ECI program was held on Tuesday, September 17. In attendance: From QCC: Stu Asser, Jonas Falik, Karen Steele, Diane Call, Denise Ward, and Allan Warner. Other attendees: Jackie M. Suarez, Director of Corporate Social Responsibility at SAP, Katy Belot, NYC Department of Education, Director of Industry Engagement, Hoa Tu, NYC Department of Education and proposed school leader, and Cass Conrad, Adenike Huggins, and Brian Donnelly from CUNY.

A number of organizational and program aspects of the proposed model were discussed—with these points clarified/established:

- A mission statement for the proposed ECI school will be drafted and reviewed by the Planning Committee, which will work over the next six months on the structure, curriculum, and staffing of the ECI school. Representing QCC on this Committee for the initial planning will be Denise Ward, Allan Werner, Stu Asser (or his designee) and Jonas Falik (or his designee).

- QCC faculty and staff will partner with the NYC Department of Education and SAP to develop an ECI (which will not be a charter school) in a Queens location (TBD--public hearings to be held).
- Denise Ward will be our campus coordinator for the project.
- The curriculum focus will be technology /business applications with guidance from our Business and Engineering Technology faculty.
- Specialized student and instructional support services will be an integral part of the ECI school structure and program.
- Projected launch date with a ninth grade class of approximately 100 students is Fall 2014— (with self-selection based on student interest rather than a competitive test to determine admission).
- QCC faculty from across disciplines will be invited to become involved with general education curriculum development for the new ECI school.
- SAP, as the corporate partner, will participate in mapping of key skills related to career success at SAP and business/industry clients who use their platform. SAP will also help to design appropriate experiences for students aligned with the curriculum and careers in the industry.
- As a Partner in the establishment of the ECI school, QCC will participate in the selection of the school leader, and possibly the teachers.
- Any course (related to the specific discipline focus of the school or the general education courses in the high school curriculum) for which an ECI student would receive QCC credit must go through our department/college curriculum review and instructor appointment processes.

QCC's CUNY 20/20 proposals: In response to the University RFP for project proposals, QCC submitted two of the 20 received from all the colleges. In both of our proposals, our college is the lead institution:

- *The Center for Allied Healthcare and Workforce Development:* Dean Denise Ward led our team to develop this proposal, which reflects an extraordinary collaboration of our own academic departments of Nursing, Business, and Biology, several public schools, and over 20 community based organizations and service providers in the public and private sectors.
- *Advancing Manufacturing for Economic Development:* Professor Stu Asser, Engineering Technology Department, led our team to develop this proposal, which features a strong collaboration with high schools, colleges, and the manufacturing industry to advance the design, application, and production of 3 D printers.

**STEERING COMMITTEE OF THE ACADEMIC SENATE  
QUEENSBOROUGH COMMUNITY COLLEGE, CUNY  
MONTHLY REPORT  
October 8, 2013**

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

All positions in the Academic Senate are filled but for one with student government.

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

All annual reports are now received or accounted for.

**3. Committee Matters: Activities**

Of note are the following:

The Committee on Bylaws will be considering a resolution to remove the Committee on Ceremonial Occasions due to the action of the Senate in May , 2013 in which the Senate was opposed ot creating any official College Ceremonies at all and for which the Committee might render service and recommendations and fulfill its charges.

The Committee on Environment, Quality of Life and Disability Issues will be considering what if anything is to be done to support a climate of mutual respect and the intolerance for bullying at the College and on parking availability for faculty during peak class meeting times.

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

A. The University Faculty Senate

The 375th Plenary Session of The University Faculty Senate of The City University Of New York , Tuesday, September 9, 2013, 6:30 p.m. adopted no resolutions.

At some point in the near future the faculty of QCC will be asked to ratify a change in the UFS Charter intended to make it less cumbersome to amend that charter. It may look very close to this:

**Proposed Amendment to the UFS Charter  
(Section 1 revised Sept. 9, 2013)**

ARTICLE VIII -- AMENDMENTS AND RATIFICATION (matter struck to be deleted, matter underline to be added)

**Proposed Amendment to the UFS Charter  
(Section 1 revised Sept. 9, 2013)**

ARTICLE VIII -- AMENDMENTS AND RATIFICATION (matter struck to be deleted, matter underline to be added)

**§1. Proposal.** Amendments to the Charter may be proposed by:

- a. majority vote of the Senate;
- b. majority vote of the Executive Committee;
- c. application by one-fifth of the faculty councils (including alternative forms of faculty council bodies as defined in §15) of the constituent units;
- d. petition of two percent of those persons referred to in Article II, Section 1.a. of this Charter, provided the signatures are drawn from at least three of the constituent units

Any such proposal must include the text of the proposed amendment.

**§2. Notice.** After an amendment has been proposed in accordance with §1, the proposed amendment shall be posted on the UFS website or other then-equivalent electronic platform, with notice pursuant to Charter Art. III. In addition, by the dates specified for notice to Senators and Alternates in Charter Art. III, the proposed amendment will be disseminated electronically to all faculty governance leaders.

**§3. Meetings.** The proposed amendment will be placed on the agenda of two regularly scheduled plenaries for discussion only and will be voted on at the ~~next subsequent~~ regularly scheduled plenary following the second plenary discussion meeting.

**§4. Vote.** An amendment is enacted when it is approved by an affirmative vote of 60% of all ~~incumbent~~ members of the Senate and Alternates eligible to vote. For example, if there are 10 delegations, each consisting of 10 Senators and 2 Alternates, 60 votes would be needed, since only 10 members can vote from each delegation, even if Alternates substitute for Senators.

**§5. Alternative forms of faculty council.** In the absence of a faculty council, an alternative representative faculty body designated under the governance plan of the unit shall be deemed to be equivalent to a faculty council for the purposes of this Article. In the absence of both a faculty council and an alternative representative faculty body, the functions of the faculty council described in this Article shall be carried out either by the entire faculty acting as a collective body or by means of a mechanism designated by the faculty of the constituent unit in consultation with the Executive Committee of the University Faculty Senate.

- B. The CUNY BOT met on September 30, 2013 and took several actions. Available here: <http://www.cuny.edu/about/trustees/meetings.html>
- C. The CUNY Office dealing with the university budget has requested some input from the university proposing the budget priorities for the 2015-2016 budget request that the CUNY will send to the state government. The Academic Senate will be polled in this informal process and the results forward to the UFS Budget Advisory Committee for its next meeting with the CUNY Vice Chancellor.

## **INFORMAL POLL**

What would you rank as your highest priority?

- A. More Full-time faculty
- B. Improved Facilities (labs, equipment, space)
- C. Increased Student Support Programs  
(Counselors/Academic Advisors, ASAP, Freshman Learning Academies)
- D. More Student Scholarships
- E. Increased Faculty Research Support

### **5. Actions of the Steering Committee**

A. Revision and reconstruction of the Academic Senate website

It will be possible to create both an area to report on activities of the Committees of the Academic Senate and the Senate itself and an area for discussions of matters set before the Academic Senate. We will attempt to bring this about quite soon.

B. Discussions have begun with the chairpersons of the committees of the Academic Senate on September 18, 2013 on the restructuring of the Standing Committees of the Academic Senate. The Steering Committee and Committee on Bylaws will be working to restructure the committees of the Academic Senate and attempt to have them relate to the criteria for excellence of the Middle States Association for Accreditation. The new structure may include some of the present committees intact. Among the aims of this effort are:

- More members on committees
- Staggered terms to insure continuity



- Reducing the workload for MSA accreditation reviews

### C. Recording of Votes—once again inviting input from Senators

In order to comply with the Open Meetings Law and the need for a quorum in order to conduct official business, starting in the Fall of 2013 when matters are put to a vote in the Academic Senate there will be the options to vote in the affirmative or negative and all other members eligible to vote who are in attendance and not voting either yeah or nay will be recorded as abstaining which would be an accurate rendering of what they are doing. The Open Meetings Law requires a report to the Public on how each member of the body who was present acted on matters put to a vote. Further, Robert's Rules of Order 11<sup>th</sup> Edition

“...To “abstain” means not to vote at all, and a member who makes no response if “abstentions” are called for abstains just as much as one who responds to that effect...” (p.45)

“ Although it is the duty of every member who has an opinion on a question to express it by his vote, he can abstain, since he cannot be compelled to vote. By the same token, when an office or a position is to be filled by number of members, as is the case of a committee, or a position on a board, a member may partially abstain by voting for less than for those for whom he is entitled to vote...”(p. 407)

If the Senate wishes to consider other options this should be brought up during the Senate meeting or to the attention of the Steering Committee. The principles challenges to be met are those who are elected to the Senate and do not attend and those who attend but do not participate in the voting.

### **6. Resolutions presented by the Steering Committee for the consideration and disposition by the Academic Senate**

None for this meeting.

### **7. Shared Governance Discussions and the Academic Senate**

In our readiness to entertain discussion of all other college-related matters, we wish to remind all members of Queensborough's faculty that all meetings of the Academic Senate are open to the public as per the 2006 Perez decision on Open Meetings Law, as noted in Article I, Section 3, b of the Bylaws of the Academic Senate:

*Meetings of the Academic Senate shall be subject to the Open Meetings Law and the Freedom of Information Law. Under the Open Meetings Law, the public has the right to attend any meeting of a public body. Any time a quorum of a public body gathers to discuss business, the meeting must be held in public, subject to the right to convene an executive session under certain limited circumstances. Non-members must conform to the usual requirements of parliamentary procedure; the Parliamentarian will interpret and enforce the rules which include that no non-member of the body may speak without the permission of the body.*

As always, we pledge to recognize any member of faculty who wishes to contribute to our dialogue.

## **Report to QCC Academic Senate re UFS Plenary Meeting**

**DATE: September 10, 2013**

**TO: QCC Academic Senate**

**FROM: QCC Faculty Representative to CUNY UFS, Barbara Rome**

**SUBJECT:**

### **The 376th Plenary Session of The University Faculty Senate of The City University Of New York Tuesday, September 10, 2013, 6:30 p.m.**

UFS Chair Terrence Martell called the meeting to order at approximately 6:30 p.m. in the Skylight Room at the CUNY Graduate School and University Center.

#### **I. Approval of the Agenda for May 7, 2013**

The agenda was approved by voice vote.

#### **II. Approval of the Minutes of April 9, 2013**

The minutes were approved as distributed by voice vote.

#### **III Invited Quest Interim Chancellor William Kelly**

Interim Chancellor William Kelly addressed the committee:

Met with UFS chairperson and executive committee over the summer and also traveled to Albany to meet state officials about audits on sabbaticals. He met with Dennis Walker at city hall about the outgoing chancellor of education and the NYC PTECH High School Partnerships. He attended a press conference at Jamaica Bay with Mayor Bloomberg to create a science resilience. He attended the University Student Summer Retreat at Hunter Mountain. Interim Chancellor William Kelly talked about the issues regarding President Obama's vision for Higher Education; metrics to be proclaimed in 2015, score card, criteria for scoring colleges, and graduation rates. He talked about ways we might position ourselves, funding bonuses for college enrollment and Pell grants, funding for performance, grants profited for innovations in technology, and collaboration with high schools such as PTECH. He talked about the year ahead with new leadership in CUNY: Rudy Crew President at Medger Evers, Dr. Ayman Mohandes Dean of Public Health, Chase Robinson Interim President of Graduate Center, Dr. Stuart Suss Interim President Kingsborough Community College. Two ongoing searches for the The School of Journalism, which is in the final stages with strong candidates, and Kingsborough Community College, which has not been, formerly launch yet. Interim Chancellor talked about enrollment numbers are steady, less than 1% increase but stable, graduate enrollment suffers from lack of diversity. The operating budget is steady. SUNY and CUNY need to align for mandated TAP report. He also talked about Pathways is in the midst of continuing litigation and the focus is on board resolution which provides that pathways be reviewed and evaluated after 3 years and modified accordingly. His goals: money under sourced; future enrollment, ratio of full time faculty versus part time faculty which is currently 42% of full time faculty teaching courses at this time, moving university forward digitally. He ended his report with concerns about the universities international profile, which is lagging behind, and how other institutions perceive us.

Question and Answer session with Interim Chancellor William Kelly

#### **IV. New Business**

##### **A. Chair's Report, Terence Martell, Chair of UFS.**

- Chair Terence Martell announced new faculty senators
- UFS Standing Committee Slate; All forms for committee choices were received motion to accept committed list seconded and approved. The four committees asking for more volunteers.
- Fiscal TAP Report was presented in the executive session, the final report to be presented at the end of the month.

##### **B. Reports**

- Faculty Staff and Administration: there will be a revised conflict of interest policy published on trustee website in the next couple of days. There are new faculty rankings at The School of Journalism and the MBA program at Baruch.
- Negotiate an appeal process for resolution of conflicts driven by rapidly changing policies at state and federal levels.
- Advisory Committee: met with Chase Robinson President of the Graduate Center regarding approach to doctoral education and is working with him on a conference in November. Met with Peter Knuepfer President of USF at SUNY on common interest, which includes CUNY 2020 issue of tax abatement.
- Met with Brian Cohen about technology and how it will change what we do. Computer advisory committee put together and will meet with Brian twice over the semester.
- Chancellor search is underway, the target is for the January Board Meeting. Isaac & Miller have been hired.
- Number of plenary meetings reduced from 8 to 6, the executive committees goal was to increase the work status of the four standing committees. Chairs have agreed to meet 3 times per semester, which is a change from meeting prior to the plenary meetings. Preliminary report will be given in December by chairs of committees and a final report in the spring. Terrance Martell met with chairs and developed a chart with specific goals and will be expanded upon over the course of the year.

Question and Answer Session followed

##### **C. Proposed Amendment to the UFS Charter**

- Present proposed amendment of the Charter Amendment would take out the clause that any amendment would have to be approved by faculty counsels that represent the aggregate faculty of CUNY. (See attached Amendment)

Question and Answer session followed

The meeting was adjourned at 8:15 pm.

**QUEENSBOROUGH COMMUNITY COLLEGE  
THE CITY UNIVERSITY OF NEW YORK  
Report to the Academic Senate**

August 25, 2013

From: Dr. Edward Volchok, Chairperson of the Committee on Committees

To: Dr. Joel Kuszai, Secretary of the Academic Senate Steering Committee

cc: Dr. Philip Pecorino, Dr. Cheryl Spencer, Prof. Jeffrey Schwartz, and Dr. Emily Tai

**Monthly Report of the Committee on Committees for September 2013**

This report details the Committee on Committees activities since the end of the spring 2013 semester.

**Resignation and Replacement of the Senator Representing Adjunct Faculty**

Professor Kathleen Rowe resigned her position as the Senator Representing Adjunct Faculty. The term for this position expires in May 2015.

At the direction of the chairperson of the Steering Committee, the chairperson of the CoC approached the first alternate, Professor Georgeanne Albanese, to see if she would be willing to accept this position. Professor Albanese agreed to accept membership in the Academic Senate, and the chair of the CoC notified the Steering Committee of this fact.

**Changes in the Standing Committee Rosters**

Whenever vacancies on committees become available the members of the Committee on Committees vote via e-mail to appoint new members. Here are the changes that the CoC were made aware of, voted on, and approved:

**1) Committee on WID/WAC**

Due to the resignation of Dr. Julie Pigza (Chemistry), the CoC elected Professor Ambruso (Nursing) to fill this vacancy. Professor Ambruso has agreed to accept this position.

**2) Committee on eLearning**

Due to the resignation of Dr. Dona Boccio (Mathematics and Computer Sciences), the CoC elected Professor Edward Davis (Engineering Technology) to fill this vacancy. Professor Davis has agreed to accept this position.

**3) Committee on Publications**

Due to the resignation of Dr. Philip Pecorino (Social Sciences), the CoC elected Professor Jose Luis Madrigal (Foreign Languages and Literature) to fill this vacancy. Professor Madrigal has agreed to accept this position.

**4) Committee on Curriculum**

Due to the resignation of Dr. Emily Tai (History), the CoC elected Dr. Lana Zinger (Health, Physical Education and Dance) to fill this vacancy. Dr. Zinger has agreed to accept this position.

Respectfully submitted,



Edward Volchok, PhD

Chairperson, Committee on Committees

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

**Report to the Academic Senate**

September 18, 2013

From: Dr. Edward Volchok, Chairperson of the Committee on Committees

To: Dr. Joel Kuszai, Secretary of the Academic Senate Steering Committee

cc: Dr. Philip Pecorino, Dr. Cheryl Spencer, Prof. Jeffrey Schwartz, and Dr. Emily Tai

**Monthly Report of the Committee on Committees for October 2013**

This report details the Committee on Committees activities in September 2013.

**Resignation and Replacement of a Senator Member-At-Large**

Due to the resignation of Margaret Reilly, Dr. Matthew Lau, the Senate's first alternate, was approach to fill this seat. Dr. Lau agreed to accept this position. The term for this seat expires in April 2015.

Respectfully submitted,

Edward Volchok, PhD  
Chairperson, Committee on Committees

**QUEENSBOROUGH COMMUNITY COLLEGE**

The City University of New York

**ACADEMIC SENATE**

**COMMITTEE ON ACADEMIC DEVELOPMENT AND ELECTIVE PROGRAMS**

**TO:** Emily Tai,  
**FROM:** Howard Sporn, Former Chair, Committee on Academic Development and Elective Programs  
**SUBJECT:** **Annual Report** for Committee on Academic Development and Elective Programs for 2012/2013  
**DATE:** September 10, 2013

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**Committee Members:**

Howard Sporn (Chair)  
Franca Ferrari (Secretary)  
James Cutrone  
Mohammed Javadi  
Sandra Marcus  
Leslie Francis (Steering Committee Designee)

The committee met seven times during the fall and spring semester. Meetings were held on:

Oct. 12, 2012 at 11 AM  
Dec. 13, 2012 at 9 AM  
Apr. 3, 2013 at 4 PM  
Apr. 12, 2013 at 11 AM  
Apr. 26, 2013 at 11 AM  
May 3, 2013 at 11 AM  
May 17, 2013 at 1:30 PM

Faculty Workshop

The committee decided to hold a workshop on The Purpose of a Community College Education. Franca sent out invitations for panelists. She also wrote and sent out flyers advertising the event. Sandra and James agreed to serve as moderators of the workshop. They wrote questions to ask



the panelists. Franca contacted the B&G department for setting up tables and chairs for the panelists. Howard and Franca compiled a set of recent articles about the topic, which were distributed to the panelists and to the participants. Leslie contacted the food service regarding refreshments, and Franca contacted Michelle Cuomo for the budget.

The workshop was held on May 8, during club hours (1-3 PM) in LB-14. Howard opened the workshop and introduced the committee's members and the panelists. Franca and Leslie distributed cards to the audience for questions and collected them during the workshop. Participating panelists were Prof. Ted Rosen (Business) , Prof. David Rothman (Basic Skills), Prof. Melanie Sehman (Music), Prof. Linda Reesman (English), Prof. Paris Svoronos (Chemistry) and Prof. Andrea Salis (Health). The rules of the moderation were changed during the workshop to allow the audience to interact with the panelists.

The general consensus among the committee members is that the workshop was a great success. Panelists also said they enjoyed participating. 25 audience members turned out for the workshop.

#### Work with CETL

Howard met with Meg Tarafdar from CETL (Center for Excellence in Teaching and Learning) to discuss cooperation between this committee and CETL. Meg recommended some possible workshops that could be organized (See the section below on future events).

The committee decided to focus on one workshop during the 2012-13 school year, the one on the purpose of a community college education.

#### CETL Survey

The committee worked with CETL to distribute a survey to faculty for the purpose of determining what types of workshops the faculty would like CETL to offer next year. Jane Hineman of CETL read the CETL's faculty questionnaire. The committee discussed possible changes and modifications and a final version of the questionnaire was approved.

The survey was posted on Survey Monkey. Franca sent several emails to faculty asking them to participate in the survey.

#### Work with Honors Committee

James met with Dr. Paris Sovornos, head of the honor program, and reported on the need to recruit more faculty members who are willing to create more honor courses in their programs.

Recommendations:

Meg Tarafdar from CETL (Center for Excellence in Teaching and Learning) suggested the following topics for future workshops:

- (1) Workshop on student engagement practices;
- (2) Workshop on classroom management and;
- (3) Workshop on pedagogies of diversity.

It is recommended that the committee continue to work with CETL and with the Honors Committee. The committee could help improve/modify the forms used by students to evaluate faculty.

**New Committee Members (2013/2014):**

Leslie Francis (Chair)

Andreas Salis (Secretary)

Franca Ferrari

Christopher Roblodowski

Howard Sporn

Respectfully submitted,

Howard Sporn, Former Chair

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

**To:** The Academic Senate  
**From:** Sharon Lall-Ramnarine, Chairperson  
**Date:** September 9, 2013  
**Subject:** ANNUAL REPORT 2012-2013

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**Committee Members 2012 - 2013:**

Chairperson: Sharon Lall-Ramnarine

Secretary: Margaret Stroehlein

President's Designee: Vice President Ellen Hartigan

Senate Steering Committee Designee: George Muchita

Other member(s): Sharon Reeves (May 2012 – April 2013), Wei Lai (May 2013 – Present)

Committee on Committees Liaison: Cheryl Spencer

**Meeting Times:**

The Awards and Scholarships Committee met **four times** during the academic year 2012-2013 to evaluate and recommend nominations for the following awards and scholarships. A total of **249** applications / nominations were reviewed.

**Special Awards: 9 recipients chosen out of 44 applications**

1. **John F. Kennedy Memorial Award (\$250)** – given to Jace Dunn, a graduating student who has demonstrated outstanding leadership in the college and the community;
2. **Martin Luther King Jr. Memorial Award (\$250)** – given to Jemima Matiminu, a graduating student who has demonstrated exceptional leadership in promoting racial harmony and appreciation of cultural diversity;
3. **Ray Ricketts Memorial Award (\$100)** - given to Steven Oliveri, a returning student (left college at one point) who exhibits exceptional scholarship and leadership;

4. **Women’s Club Award (\$100 each)** – given to Jelena Blagojevic and Camilo Torres who have each demonstrated outstanding leadership and service to the college community;
5. **Incentive Awards - Day and Evening (\$100 each)** – given to day students: Natasha Francis, Maria Sitnikova and evening students: Racquel Breg, Sudip Parmar, who have demonstrated outstanding academic performance and are working parents.

**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 2012 semester awards of \$500 each were given to 51 students out of 72 applicants. In the Spring 2013 semester awards of \$500 each were given to 69 students out of 78 applicants

Fall 2011 Recipients (117)		Spring 2012 Recipients (24)	Fall 2012 Recipients (51)	Spring 2013 Recipients (69)
Dayaretage Patirana Senaratna	David Kudyan	John Wilkinson	Lena Abajian	Xue Chen
Mohammed Popal	Ro Un Lee	Anais Wong	Shafaq Ahmad	Yueting Chen
Maurice Powell	Seoyeon Lee	Wenqian Zhang	Ishrat Ara	Lichang Huang
Gianluke Rachiele	Shi Yun Liu	Joyean Lee	Mitchelle Boka	Eungkyu Kim
Christian Rodriguez	Gina Lopez	Syed Saqlain	Theresa Boone- Smith	Chun Li
Antonio Rosado	Melba Luce	Na Ye	Hui Cai	Woo Young Park
Adrianna Sikula	Jennifer Luers	Jessica Perdomo	Cui Cai	Victoria Mansfield
Ho Yoon Song	Yitzchak Mahgerefteh	Fa Kui Li	Maria P. Canon	Andrew Lee
Carissa Soodeen	Aurore Mayjonade	Maria Persaud	Kenny Cheng	Marianna Dilluvio
Delinie Sulaiman	Christopher Mendez	Melina Vanegas	Loren Condon	Marlon Fischer
Harsha Sulan	Raysean Mercer	Aisha Siddiqui	Shi Lun Dai	Camila Bonawandt
R Trachtenberg	Mahwish Mirza	Anthony Rivera	Qingyao Ding	Nahyun Kim
Chika	May Myat	Chuanhao	Hanying Dong	Stephan Smith

Academic Senate Agenda—October 8, 2013—Attachment H

Ugbala	Moe	Jin		
Nicholas Valente	Allisha Mohammed	Sarah Naqvi	Utsab Giri	*Lauren Hynd
Stephanie Vicari	Sheena Novinan	Tianhao Zhou	Tiffany Gonzalez	Kimberlyn Rowe
Travain Waldron	Hyoung Park	Lina Gu	Anyi Guan	Hafiza Mayan
Callyn Villanueva	Salvatore Pisciotta	Xinna Gerien	Suk Ju Ham	Hafsa Patel
Muhammad Waqas	Sharon Ramati	Yifan Yang	Lorena Hebrado	Jiwon Seo
Aneg Wong	Yogni Ramkellawan	Sheila Mae Gabe	Hosan Ho	Shanice Bailey
Vesile Yel	Artur Rozbicki	Monica Ranjit	Jessica Hsieh	Ying Zheng
Amanda Bergmann	Junjian Shen	Christina Polizzi	Jiamin Hu	Haiyan He
Lena Abajian	Elise Tafero	Stephanie Jerome	Kaipin Huang	Evan Horwell
Oluwadamisi Atanda	Homero Tavora	Lise Rodriguez	Daniel Hyun	*Tiantian Zhao
Yang Bi	Shuaib Uddin	Ronald Zorrilla	Katlyn Kang	*Chul Seung Baik
Patrycja Bronowicz	Raghav Verma		Hakjun Kim	Soo Kyeong Ahn
Julia Defeo	Amanda Vitacco		Vinny Lam	Jovani Withers
Jelisa Dopwell	Chunhua Wang		Hye Ok Lee	Samantha Chu
Stephanie Escalante	Man Ying Wong		Yao Leng	Aying Li
Nelson Graham	Tsz Yan Yam		Liang Lin	Joi Simon
Margaret Ho	Qinqin Yang		Jiawen Lu	Hanxiang Shi
Sharda Jagdeo	Tsering Yangzom		Helana Mayan	*Yik Muk Leung
Jasmeet Kaur	Yekaterina Yusupova		Mahwish Mirza	Tara Santiago
Baljeet Kaur	Su Zhang		Donald Mitchell	*Brittany Santiago
Andrew Kim	Dan Zheng		Khatija Mohamed	*Evan Cohen
Jonghyun Kim	Wei Wei Jin		Jia Pei	Damian Ewko
Raymond Kraft	Leon Williams		Guoxin Qiao	Rahima Saleh
Casey	Shamin		Vicky	Jooah Seo

Academic Senate Agenda—October 8, 2013—Attachment H

Lajszky	Gooding		Rajcoomar	
Jian Lin	Jean-Charles Agosta		ByungYoon Ryu	Sylwia Jaskolka
Bolong Lu	Murtaza Akbar		Kaungmyat San	Yelizaveta Priyeva
Mirene Mbo- mbida	Ean Chin Ang		Karuna Sharma	*Jair Yopez
Gisela Morocho	Ishrat Ara		Rodrigo Singh	Lai Shan Chow
Fatima Moslimani	Linda Atencia		Harsha Sulan	Yifeng Wang
Karolina Ostrowska- tuznik	Ljusinda Beleshi		Chung Him Tse	Michael Genna
Yoojin Park	Esther Blackman		Nasiba Ulladasseri	Vanessa Bissondial
Nathaly Callejas	Mitchelle Boka		Paula Villacres	Tian He
Robin Christian	Deandra Dacosta		Xiangying Wu	Gene Mun
Tiphany Brandi	Mike Dai		Fuyang Zhang	Gatiram Paramdeo
Louann Cettina	Danielle Derdarian		Yilang Zhang	*Jaewon Ha
Minmin Chen	Sharron Deynes		Li Zheng	Hao Liu
Lee Chen	Yun Fan		Dongmei Zhu	Patrick Parsatoon
Chien-yu Chiu	Qi Feng		Nicole Zmich	Shanna Lord
Nutteda Getgavipak	Karol Forero			Jessica Rodriguez
Marriam Gill	Hyung Pyo Hong			Leeandra Ramadhin
Lorena Hebrado	Seungyeon Hong			*Vincent Tsang
Dat Huynh	Misun Kang			Nicole Rodriguez
Aisha Javid	Manbir Kaur			Cristian Gentil
Ling Jin	Ji Young Kim			*Christopher Ouimet
Yvrose Jones	Jong Hoon Kim			Ariel Zirkiyev
Tatiana Koverina				Yinfei Li
				Cristian Fajardo
				Raynell O'Connell

				Kaminie Narainsamy
				Cheroya Davenport
				Jiamei Wu
				Wei Zhang

- 1. Who's Who Among Students in American Universities and Colleges** - given to students (53 out of 55 total applicants) who demonstrated scholarship, active participation in college and community activities, and potential for continued development (a minimum of 30 completed credits required):

Yue Ting Chen	Andrew Garcia
Chinara Feizullayeva	Rebeca Osorio
Wei Wei Jin	Kenya Joseph
Liang Lin	Cheroya Davenport
Samual Acevado	Katherine Hicks
Chung Him Tse	Dravida Mahadeo-Jaido
Marlon Fischer	Obiora Egbo
Steven Oliveri	Eamon Tierney
Nahyun Kim	Jace Dunn
Jia Min Hu	Jerry Bedoya
Jude Pierre	Suk Ju Ham
Kimberlyn Rowe	Melody To
Christine Alpine	Carla Nathan
Kamila Pikora	Kwame Ntiako-Antwi
Brittany Diaz	Nathan Cyrille
Sandy Enriquez	Taikchan Lildar
Wendilis Guzman	Leon Williams
Carlos Garcia	Sonia Komar
Katherine Avalos	Philip Padouvas
Lena Najjarian	Ronal Lopez
Kaung Myat San	Nilmini Dingiri Banda
Vanessa Bissondial	Quiana Prince
Jaewon Ha	Michael Grieco
Patrick Parsatoon	Natasha Brown
Camilo Torres	Rabia Choudry
Seoyi Park	Shahani Parker

**Summary of applications received and awards made during 2009-2010, 2010-2011 and 2011-2012**

Scholarship / Award	2009-2010		2010-2011		2011-2012		2012-2013	
	Applicants	Recipients	Applicants	Recipients	Applicants	Recipients	Recipients	Applicants
<b>John F. Kennedy Memorial</b>	12	1	7	1	12	1	1	12
<b>Ray Ricketts Memorial</b>	7	1	3	1	12	1	1	7
<b>Martin Luther King Jr. Memorial</b>	8	1	7	1	7	1	1	6
<b>Women's Club</b>	16	1	12	3	22	4	2	11
<b>Incentive Day</b>	1	1	3	2	6	2	2	6
<b>Incentive Evening</b>	1	1	2	2	7	2	2	3
<b>Academic Merit Fall</b>	70	19	76	53	139	117	51	72
<b>Academic Merit Spring</b>	126	40	117	79	83	27	69	78
<b>Who's Who</b>	38	33	42	38	32	29		
<b>Phi Beta Kappa</b>			7	5 (nominees)	6	3 (nominees)	Data unavailable	Data unavailable
<b>Ernesto Malve Merit</b>	-	-	-	-	2	1	Data unavailable	Data unavailable
<b>Passantiono: International</b>	-	-	-	-	1	1	Data unavailable	Data unavailable
<b>Passantino: Disabilities</b>	-	-	-	-	4	4	Data unavailable	Data unavailable



**See Appendix 1 for data on all Awards and Scholarships offered by the college during 2011-2012**

In comparison to previous academic years the response to all scholarship awards varied. The Academic Merit Scholarship continued to receive a strong response. Ninety-nine less students applied this year (resulting in a total of 123 applications) and 6 more students received the scholarship. Twenty-four more Queensborough students were included among *Who's Who in American Universities and Colleges* this year, the total number of applicants (55) continue to be extremely low. The college is permitted to approve up to 150 nominees. However, there were 23 more applicants this year than last year.

**Accomplishments**

1. The committee was finally able to obtain information on the **source and Monetary Value of each** award. The Chairperson obtained this information with the help of VP Zins and VP Hartigan.
  - **Day and Evening incentive awards: \$100 per award** funded through the Student Government Association
  - **Ray Ricketts:** As of March 31, 2013 (3rd quarter), there was a balance of \$2,404 in the account. The Ray Ricketts account has stipulations that the student must be a returning student (must have left QCC at one point and has now returned); must exhibit exceptional scholarship; and must exhibit exceptional leadership. VP Zins recommends that we consider giving out an award no less than \$50 and perhaps consider \$100.
  - **Women's Club:** As of March 31, 2013 (3rd quarter), there was a balance of \$223 in the account. VP Zins recommends that we consider giving out an award no less than \$50, perhaps consider a \$100, and begin to plan to phase out this account over the next couple of years. The Women's Club account has a stipulation that the student who receives the award must demonstrate outstanding leadership and service to the college community.
  - The Ray Ricketts and Women's Club accounts are temporarily restricted accounts, meaning that you can give out as much as is there until the balance becomes zero and then the account goes away.
  - **JFK Award:** History of payments show \$250 per award and a balance of ~\$10,737 as of last December
  - **MLK Award:** History of payments show \$250 per award and a balance of \$0 as of last December. VP Hartigan will find out about where money is currently coming from for this award and the committee will decide on whether to continue seeking nominations for it.
  
2. The chair of the committee also **developed a recommendation form with specific sections (scholarship, college activity, promise) and lines for the Who's Who application.** This form will be used in the 2014 call for Who's Who Among American Colleges and Universities recommendations from the faculty. This was in response to 16 students being ineligible because the recommender did not write a recommendation but supplied only the students names and sometimes one or two sentences about the student.

3. The recommendations from the previous years 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 continued. 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.
4. The recommendation from the previous year to send the calls for award/scholarship applications/nominations to the students Tigermail accounts as well as to the faculty was continued. This way the student could judge their eligibility and approach faculty to recommend/nominate them.
5. The Continuing Academic Merit Scholarship applicant list that is numbered and sorted by GPA also listed the current QCC credits of the applicants as recommended previously. This made the review process easier and faster.

### Challenges

- Obtaining data for the annual report of the committee continues to be a tedious task.
- Overall, there was an improvement in the quality of the applicants compared to previous years. However, the committee expressed disappointment in some of the recommendation letters received from faculty and staff. There was again great disparity in the recommendation letters. The recommendations varied from two words to lengthy letters. In some cases the students were disqualified because the committee could not make a decision based on two words.
- Soliciting recommendations from faculty for the inclusion in Who's Who continues to be a challenge.

### Recommendations

1. **Obtaining data for the annual report:** The chair and secretary of the committee should be given digital lists of all of the final recipients or nominees for the various awards, from VP Hartigan's office. This should be done **before** the recipients are notified or nominee lists are sent out. This will make compiling the annual report an easier task. The committee chair and secretary should also be sent a digital list from academic affairs of all of the awards and scholarships offered by the college, as soon as the list is compiled for the Honors Convocation and Commencement.
2. The committee needs to **determine the current source of funds for the Martin Luther King Jr. Memorial Award** since the account has a current balance of \$0. The committee will decide whether to keep this award or not based on the information received.
3. The **applications for the special or commencement awards** should have sections for faculty to complete (Scholarship, leadership on campus, service to the college, promotion of racial harmony, working parents) depending on the awards.
4. 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. The application form should also be the

new form (with sections for comments on scholarship, college activity and promise) created by the current chairperson.

5. 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 call for recommendations sent to the Community Dialogue should also list and thank the faculty/staff who recommended students last year.
  - d) The master list of all nominees that the committee uses to decide on eligible candidates should also include a column labeled "recommended by"
  - e) The committee should notify the recommenders of which students were nominated
  - f) A document with the benefits of Who's Who should be prepared and attached to the call for nominations
  - g) The following groups should be e-mailed or approached separately to nominate their members:
    - Program Advisors: PTK, ASAP, Academies, all student affairs directors
    - Club advisors
    - Research mentors
    - A listserv for students with a GPA of 3.0 or above
  - h) Classroom announcements should be made by student club officers

### **Acknowledgements**

**Margaret Stroehlein** did a great job as the secretary of the committee. She recorded and compiled the meeting minutes and spent time learning how to upload documents on the committee's website. **George Muchita** served as a steering committee designee, and continues to be an asset in the thorough review of the applications and discussion of each award / scholarship candidate. **Sharon Reeves** who has served on this committee for several years and reviewed hundreds of scholarship applications was unable to complete her term on the committee when she was elected Chair of the Foreign Languages department. We thank her for the hard work she did on this committee. **Wei Lai** replaced Sharon Reeves in May 2013 and reviewed applications for the Special Awards. She was very thorough in her review of the applications and made several insightful comments during the discussion of the applicants. The committee wishes to acknowledge **VP Hartigan** for graciously arranging, hosting and attending each meeting as well as reviewing each application. Her office staff, in particular **Reynald Pierre-Charles** is also invaluable in collecting and sorting all of the applications/nominations,

documenting the outcomes/results and following up on questions or concerns about specific applications.

**Committee Members for 2013-2014**

Chairperson: Sharon Lall-Ramnarine (Chemistry)

Secretary: Wei Lai (Foreign Languages & Literatures)

President’s Designee: VP Ellen Hartigan

Senate Steering Committee Designee: George Muchita (Transfer Coordinator)

Other member(s): Park Kee (Engineering Technology)

Committee on Committees Liaison: Cheryl Spencer (Nursing)

**Appendix 1:**

**All Awards and Scholarships offered by the college during 2011-2012:  
Commencement Awards\***

\*Data obtained from QCC Publications Office

Award	Sal.	First Name	Last Name	Department
Burt Kleinman Award	Mr.	Haiyan	Zhang	Math
The Miro Brumgnach Memorial Award	Mr.	Fabian	Zarama	ET
The Martin J. Horowitz Memorial Award	Mr.	Fabian	Zarama	ET
Belle Vader Mancott	Ms.	Nicole	Yu	Chemistry
Henry Winkler Certificate Award	Mr.	Mengtong	Yao	Business
Harold Stolerman Award	Mr.	Raymond	Wu	English
Harry Schneider Award for Excellence in Laser and Fiber Optics Engineering Technology	Mr.	Jovani	Withers	Physics

Excellence in a Foreign Language, German	Mr.	Jared	Williamson	Foreign Languages & Literatures
Eva Bobrow Incentive Award (evening students): Business Administration (Transfer Program)	Mr.	Walton	Williams	Business
Maryellen Matthews Memorial Nursing Endowment Award	Ms.	Andrea	Williams	Nursing
Alumni-Humanity Award	Mr.	Jemell	Williams	Nursing/Alumni
Marcia Keisz Award	Ms.	Carla	Wells	English
The Theresa Singer Award	Ms.	Paula	Villacres	English
Harold Stolerman Award	Mr.	Gonzalo	Velasquez	English
Abbey Passariello Endowment Award	Mr.	Gonzalo	Velasquez	Music
Certificate for Academic Excellence: Office Administration & Technology	Ms.	Esmeralda	Vega	Business
Harold Stolerman Award	Mr.	Johnny	Valentin	English
Dr. Edward Sarlo Award	Mr.	Chung Him	Tse	Chemistry
Alumni-Blumenthal Award	Ms.	Alisha	Traille	Nursing/Alumni
Women's Club Award	Mr.	Camilo	Torres	Student Affairs
Belle Vader Mancott	Mr.	Nelson	Tobar	Chemistry
ET Department Award	Mr.	Oniel	Thorpe	ET

The Pasquale Savarese Award	Mr.	Oniel	Thorpe	ET
Hedy Jacobowitz Award	Mr.	Luke	Tabet	English
Sydney Halper Award	Ms.	Rebecca	Succes	SSD
Sidney J. White Memorial Scholarship Award	Mr.	Milagro	Suarez	Business
Carol Bozek Award	Ms.	Linoska	Suarez	Health, Physical Education & Dance
Services for Students with Disabilities Department Volunteer Award	Mr.	Ellsworth	Stewart	SSD
Herbert Seitz Award	Mr.	Harry	Steves	English
The Fred Greenbaum Award	Mr.	Harry	Steves	History
Leroy Paves Scholarship Fund Award	Ms.	Jayme	Spyridon- Tow	Speech Communicati on & Theatre Arts
Belle Vader Mancott	Mr.	Carlos	Soto	Chemistry
Robert Crozier Award	Mr.	Sung	Sohn	English
Services for Students with Disabilities Department Volunteer Award	Mr.	Roger	Smith	SSD
Incentive Award	Ms.	Maria	Sitnikova	Student Affairs
The Joseph B. and Betty Aidala Memorial Award	Mr.	Bryon	Singh	ET
The Alumni Association Engineering	Mr.	Bryon	Singh	ET

Technology Award				
Professor Mary Zimmerman Memorial Award	Ms.	Liloutee	Singh	Nursing
Belle Vader Mancott	Mr.	Salman	Siddiqui	Chemistry
The Paris Svoronos Award	Mr.	Eun Jung	Shin	Chemistry
Belle Vader Mancott	Mr.	Eun Jung	Shin	Chemistry
The Rose Mancott Award	Mr.	Ricky	Shao	Chemistry
Dr. Choong-Shick Hong Memorial Scholarship	Mr.	Hamidulla h	Shaibzada	Social Sciences
Belle Vader Mancott	Mr.	Ugur	Sazer	Chemistry
Smithline/Trefman Award	Mr.	Ian	Sarnataro	English
Alumni Biology Award	Ms.	Kaung Myat	San	Biological Sciences & Geology
Belle Vader Mancott	Mr.	Kaung Myat	San	Chemistry
Maryellen Matthews Memorial Nursing Endowment Award	Ms.	Chantel	Samms	Nursing
Thomas Smith Memorial Scholarship Fund Award	Mr.	John	Sakelos	Speech Communicati on & Theatre Arts
Dr. Choong-Shick Hong Memorial Scholarship	Mr.	Eun Ji	Ryu	Social Sciences
Arnold Asrelsky Award	Ms.	Danielle	Rubin	English

The Allen Barnes Award	Mr.	Bo	Rong	Math
Speech Communication & Theatre Arts Department Service Award	Ms.	Garbriel	Rodriquez	Speech Communication & Theatre Arts
Muriel Manings Award	Ms.	Melodee	Rodriguez	Health, Physical Education & Dance
Scholar Athlete Award	Mr.	Travis	Rivera	Health, Physical Education & Dance
Joanne Blumin Scholarship Award	Mr.	Travis	Rivera	Health, Physical Education & Dance
Alumni-Bernadette Rowbo Award	Mr.	Hector	Rivera	Nursing
Maureen White Program Award	Ms.	Laurie	Retzlaff	Nursing
Nursing Department Award	Ms.	Laurie	Retzlaff	Nursing
Excellence in Art	Mr.	Gregory	Renaud	Art & Design
Dr. Linda Stanley Scholarship Endowment for the Writing of Non-Fiction	Mr.	Fitzcarl A.J.	Reid	English
The Clive M. Hart Award	Mr.	Ryan	Rampersad	ET
Academic Service-Learning Leader Award	Ms.	Jasodra	Ramlall	Academic Service Learning



Alumni Biology Award	Ms.	Jasodra	Ramlall	Biological Sciences & Geology
Eva Bobrow Alumni Award Associate in Applied Science: Accounting	Ms.	Sumatie	Ramlackhan	Business
Excellence in a Foreign Language, Spanish	Ms.	Vicky	Rajcoomar	Foreign Languages & Literatures
Excellence in Art	Ms.	Naomi	Paul	Art & Design
Dr. Choong-Shick Hong Memorial Scholarship	Mr.	Sudip	Parmar	Social Sciences
Incentive Award	Mr.	Sudip	Parmar	Student Affairs
Belle Vader Mancott	Ms.	Seoyi	Park	Chemistry
Evelyn Karlin Award	Mr.	Eunseo	Park	Health, Physical Education & Dance
Tatyana Shvartsblat Memorial Award	Mr.	Ye Lim	Park	Music
Harold Stolerman Award	Mr.	Stelianos	Papadopoulos	English
Steve Weingard Scholar-Athlete Award	Mr.	Alexander	Pangourelis	Health, Physical Education & Dance
Concert Award	Mr.	Philip	Padouvas	Music
Services for Students with Disabilities Department Award	Mr.	Kwaku	Oware-Addai	SSD

Prof. Anatol Mancott Award	Ms.	Carmenn	Ooi	Chemistry
International Association of Administrative Professions Award (Queens County Chapter)	Ms.	Ana	Onofre	Business
Belle Vader Mancott	Mr.	Steven	Oliveri	Chemistry
Mathematics & Computer Sciences Departmental Award	Mr.	Steven	Oliveri	Math
Ray Rickets Award	Mr.	Steven	Oliveri	Student Affairs
The Jaimelee Rizzo Award	Mr.	Daniel	Novoa	Chemistry
The Professor Gabriel Kousourou Award	Mr.	Martino	Nikolovski	ET
The Joseph Iorio Chemistry Award	Ms.	Lena	Najjarian	Chemistry
Belle Vader Mancott	Ms.	Lena	Najjarian	Chemistry
Scholar Athlete Award	Ms.	Amanda	Murolo	Health, Physical Education & Dance
Prof. Naphtaly Levy Memorial Award	Mr.	Jepther	Morris	Social Sciences
Marion Mishelow Certificate Award	Ms.	Sandra	Morgan	Business
Excellence in a Foreign Language, French	Ms.	Kay	Morgan	Foreign Languages & Literatures
Herbert Seitz Award	Ms.	Stephanie	Morel	English
Harold Stolerman Award	Ms.	Sandy	Morales	English

Maureen White Program Award	Ms.	Mahwish	Mirza	Nursing
Nursing Department Award	Ms.	Mahwish	Mirza	Nursing
Kurzweil Memorial Award	Mr.	Brandon	Milliner	Music
The Joseph Iorio Memorial Chemistry Award	Ms.	Danielle	Miceli	Chemistry
Belle Vader Mancott	Ms.	Danielle	Miceli	Chemistry
Outstanding Athlete	Mr.	Zachary	Merced	Health, Physical Education & Dance
Dr. Sheena Gillespie Literary Scholarship Endowment	Mr.	Johnny	Mendez	English
Belle Vader Mancott	Ms.	Krishna	Melepura	Chemistry
Services for Students with Disabilities Department Award	Ms.	Erika	Medina	SSD
Smithline/Trefman Award	Ms.	Tatiana	McPhee	English
Dorothy Eastham Award	Ms.	Beverley	McLean	Nursing
Irene M. Battista Award	Ms.	Beverley	Mclean	Nursing
Services for Students with Disabilities Department Award	Ms.	Francine	Marchetti	SSD
Alumni-Blumenthal Award	Mr.	Peter	Magri, Jr.	Nursing
Belle Vader Mancott	Ms.	Alice	MacDonald	Chemistry
Chorus Award	Mr.	Timothy	Luciano	Music

Carolyn Raphael Award	Ms.	Souha	Ltifi	English
Drs. Edith Lea and Herbert Schnall Endowed Scholarship	Ms.	Paola	Lozada	Biological Sciences & Geology
The CAID/Architecture Award	Mr.	Ronal	Lopez	ET
Harold Stolerman Award	Mr.	Rong	Lin	English
Outstanding Athlete	Mr.	Fookkee	Liao	Health, Physical Education & Dance
The Dr. Irmgard Karle Award	Mr.	Yong Qian	Li	Chemistry
The Rose Mancott Award	Mr.	Andrew	Lee	Chemistry
Belle Vader Mancott	Mr.	Jihyun	Lee	Chemistry
Harold Stolerman Award	Mr.	Sean	Lee	English
Excellence in a Foreign Language, Chinese	Ms.	Yolanda	Lee	Foreign Languages & Literatures
The Professor Louis Nashelsky Award	Mr.	Michael	Lawrence	ET
The New York State Engineering Technology Association Award	Mr.	Michael	Lawrence	ET
Belle Vader Mancott	Mr.	Andrew	Lam	Chemistry
The Joseph Geist Endowment Award	Ms.	Diana	Kwan	History
Services for Students with Disabilities Department Award	Mr.	Jonathon	Ko	SSD

The Paris Svoronos Award	Ms.	Nahyun	Kim	Chemistry
Evelyn Karlin Award	Ms.	Hyun Jin	Kim	Health, Physical Education & Dance
The Sondra Farber Memorial Award	Mr.	Nahyun	Kim	Math
Eve Bobrow Nursing Award in Memory of Abdul Bodden	Mr.	Eric	Kim	Nursing
Beverly Lockwood Memorial Theatre Scholarship Award	Mr.	Da In	Kim	Speech Communicati on & Theatre Arts
Certificate for Academic Excellence: Accounting	Mr.	Faheemm usaf	Khan	Business
Doris Katz Memorial Scholarship Award	Mr.	Faheemm usaf	Khan	Business
Doris Werner Endowment Award	Mr.	Mandeep	Kaur	Nursing
Robert Crozier Award	Mr.	Daniel	Karlic	English
Outstanding Athlete	Ms.	Shantana	Kanhoye	Health, Physical Education & Dance
Professor Frank Rudo Award	Ms.	Philomene Iris Mbani	Kabory	Chemistry
Eva Bobrow Alumni Award Associate in Applied Science: Office Administration & Technology	Ms.	Reesa	Joseph	Business
Dr. Tracy Gaines-Jeffries Health Sciences	Ms.	Wei Wei	Jin	Biological Sciences &

Award				Geology
Carolyn Raphael Award	Mr.	Johan	Jaramillo	English
Eva Bobrow Alumni Award Associate in Applied Science: Computer Information Systems	Mr.	Ing Chieh	Jao	Business
Harry Schneider Award for Excellence in Astronomy	Mr.	Ing Chieh	Jao	Physics
Robert Crozier Award	Mr.	Mukhtadir ul	Islam	English
Smithline/Trefman Award	Mr.	Jorge	Intriago	English
Excellence in Art	Ms.	Lauren	Hynd	Art & Design
Meredith Young Scholarship Endowment	Ms.	Kithys	Huertas	English
Certificate for Academic Excellence: Computer Information Systems	Mr.	Lichang	Huang	Business
Raoul Wallenberg Endowment Award	Mr.	Andrew	Hilbert	Nursing
Smithline/Trefman Award	Mr.	Marc	Hernandez	English
Belle Vader Mancott	Ms.	Suk Ju	Ham	Chemistry
Tatyana Shvartsblat Memorial Award	Mr.	Tito-Jose	Gutierrez	Music
Services for Students with Disabilities Department Award	Mr.	King- Markus	Griffith	SSD
Award for Excellence in Biological Sciences	Ms.	Dienane	Gregoire	Biological Sciences & Geology
Alumni-Bernadette Rowbo Award	Ms.	Yasmelis	Gomez	Nursing

Matthew Barbieri Award	Mr.	Utsab	Giri	Music
Matthew Barbieri Award	Mr.	Eunjeong	Gim	Music
Services for Students with Disabilities Department Award	Mr.	Jaga	George	SSD
Belle Vader Mancott	Ms.	Andrew	Garcia	Chemistry
Hedy Jacobowitz Award	Mr.	Rigoberto	Garcia	English
Concert Award	Mr.	Zheng	Gao	Music
Incentive Award	Ms.	Natasha	Francis	Student Affairs
Alumni - Bernadette Rowbo Award	Ms.	Ashley	Folkes	Nursing
Kurzweil Memorial Award	Mr.	Marlon	Fischer	Music
Belle Vader Mancott	Ms.	Chinara	Feizullayeva	Chemistry
The Pasquale Savarese Award	Mr.	Christian	Fajardo	ET
ET Department Award	Mr.	Cristian	Fajardo	ET
Belle Vader Mancott	Ms.	Sandy	Enriquez	Chemistry
Belle Vader Mancott	Ms.	Obiora	Egbo	Chemistry
Belle Vader Mancott	Mr.	Maciej	Dzikowski	Chemistry
The SUN Scholarship Award	Mr.	Hanying	Dong	Math
Music Award	Mr.	Hanlu	Dong	Music

Michael Mullan Award	Ms.	Michelle	Diruggiero	Nursing
Award for Excellence in Biotechnology	Mr.	Qingyao	Ding	Biological Sciences & Geology
Hedy Jacobowitz Award	Ms.	Asia	Diaz	English
Leroy Paves Scholarship Fund Award	Ms.	Linda	Demirdjian	Speech Communication & Theatre Arts
Professor Frank Rudo Award	Mr.	Emir	Deljanin	Chemistry
Robert F. Kennedy Award	Mr.	Nathan	Cyrille	Health, Physical Education & Dance
R.F. Kennedy Award	Mr.	Nathan	Cyrille	Health, Physical Education & Dance
Arnold Asrelsky Award	Mr.	Alexander	Crombez	English
Certificate for Academic Excellence: Management	Ms.	Annette	Costantini	Business
Rose Ann Deichert Memorial Award	Ms.	Deirdre	Corrigan	Nursing
Belle Vader Mancott	Ms.	Loren	Condon	Chemistry
Academic Service-Learning Scholar Award	Ms.	Janeliz	Cintron	Academic Service Learning



Certificate for Academic Excellence: Business Transfer Program	Mr.	Kenny	Chung	Business
Maryellen Matthews Memorial Nursing Endowment Award	Mr.	Eric	Chung	Nursing
Excellence in Art	Ms.	Porousha	Chomelli	Art & Design
Hedy Jacobowitz Award	Ms.	Porousha	Chomeili	English
Services for Students with Disabilities Department Award	Mr.	Chad	Chisolm	SSD
Belle Vader Mancott	Mr.	Christoph er	Chin	Chemistry
Arthur Werner Memorial Scholarship Endowment	Mr.	Tao	Cheng	Business
The Rose Mancott Award	Mr.	Yiran	Chen	Chemistry
Belle Vader Mancott	Mr.	Yiran	Chen	Chemistry
Dr. Edward Sarlo Award	Mr.	Yueting	Chen	Chemistry
The Walter Zozulin Memorial Award	Mr.	Yueting	Chen	Chemistry
Carolyn Raphael Award	Mr.	Yueting	Chen	English
Belle Vader Mancott	Ms.	Vanessa	Chandie	Chemistry
Harry Schneider Award for Excellence in Astronomy	Ms.	Marielos	Chamul	Physics
Hedy Jacobowitz Award	Ms.	Tassaiann	Chambers	English
Hedy Jacobowitz Award	Mr.	Marlon	Castellanos	English
Chairman Award, Speech Communication & Theatre Arts	Ms.	Annamari e	Carcione	Speech Communicati

				on & Theatre Arts
Excellence in Art	Ms.	Shakayla	Brown	Art & Design
Marcia Keisz Award	Mr.	Louis	Brown	English
Incentive Award	Ms.	Racquel	Breg	Student Affairs
Student Nurses' Association Award	Ms.	Brenda	Breen	Nursing
Music Award	Mr.	Michael	Bosco	Music
Sylvia Stitzel Weinstock Endowment Award	Ms.	Theresa	Boone-Smith	Nursing
Academic Literacy Award	Ms.	Camila	Bonawandt	Academic Literacy
Eva Bobrow Alumni Award, Associate in Liberal Arts	Ms.	Camila	Bonawandt	Business
Sydney Halper Award	Ms.	Leilani	Blira-Koessler	SSD
Women's Club Award	Ms.	Jelena	Blagojevic	Student Affairs
The Sydney Arak Memorial Award	Mr.	Emmanuel	Binyaminov	Math
Scholar Athlete Award	Mr.	Antonio	Bhikham	Health, Physical Education & Dance
Services for Students with Disabilities Department Volunteer Award	Ms.	Yahaira	Bernal	SSD
Frank Egan Service Award	Mr.	Carl	Benjamin	Health,

				Physical Education & Dance
Harold Stolerman Award	Ms.	Rose	Beazer-Williams	English
Muriel Manings Award	Mr.	Daryl	Beacham	Health, Physical Education & Dance
Robert Crozier Award	Mr.	Thomas	Banish	English
Kurzweil Memorial Award	Mr.	Juan	Baez	Music
All-State Academic Team Award & All USA Community College Academic Team Award	Ms.	Katherine	Avalos	Special Award
Outstanding Athlete	Ms.	Angelica Mae	Aquino	Health, Physical Education & Dance
Julius Pomann Memorial Award	Ms.	Christine	Alpine	Music
Carolyn Raphael Award	Mr.	Nazanin	Ahadi	English
Excellence in a Foreign Language, Italian	Ms.	Shirley	Aguilar	Foreign Languages & Literatures
Alumni- Humanity Award	Ms.	Lena	Abajian	Nursing

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

**ANNUAL REPORT OF THE COMMITTEE ON e-LEARNING**  
**OF THE ACADEMIC SENATE FOR 2012-2013**

**TO:** Dr. Philip Pecorino, Chairperson, Academic Senate Steering Committee  
Dr. Emily Tai, Vice-chairperson, Academic Senate Steering Committee  
Dr. Joel Kuszai, Secretary, Academic Senate Steering Committee

**FROM:** Mangala Tawde, Chairperson (2012-13), Committee on e-Learning

**SUBJECT:** Annual Report of the Committee on eLearning for September 2012- May 2013

**DATE:** August 18<sup>th</sup>, 2013

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**Committee Members:**

For academic year 2012-2013, the eLearning committee was made of following members:

<b>Members</b>	<b>Department</b>	<b>Title</b>
1. Dr. Kimberly Banks	English	Faculty Representative
2. Dr. Dona Boccio	Mathematics & Computer Sciences	Faculty Representative
3. Dr. Barbara Blake- Campbell	Nursing	Faculty Representative
4. Barbara Bonous-Smit	Library	Faculty Representative
5. Federica Goldoni	Foreign Languages and Literatures	Faculty Representative
6. Dr. David Sarno	Chemistry	Secretary
7. Dr. Mangala Tawde	Biological Sciences & Geology	Chairperson

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Dr. John Gordon	Mathematics and Computer Science	Steering Committee Designee
Mr. Bruce Naples	Executive Director, ACC	President's Designee
Dr. Jun Shin	Chemistry	COC Liaison
Steve Williams		Student Representative
Emil Martinez		Student Representative

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

Traditionally, this committee has been meeting immediately after the Queensborough CC Academic Senate meetings on the second Tuesdays of every month at about 4:15pm. We met on the following dates:

**Fall 2012**

- September 11, 2011
- October 9, 2011
- November 13, 2011
- December 11, 2011

**Spring 2013**

- February 19, 2012
- March 12, 2012
- April 9, 2012
- May 14, 2012

**Narrative Summary of the Committee's Work**

The charges of the Committee on eLearning are 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.

The eLearning Planning Group or The eTeam of QCC has established the eLearning Faculty Development Program. The program includes a two-week hands-on workshop called the "eLearning Institute", which helps and supports participating faculty develop and then teach their online courses. The eTeam for 2012-13 has following members - Dr. Lorena Ellis (Foreign Languages and Literatures), Dr. Edward Volchok (Business), Mr. Bruce Naples (Executive Director, ACC and eLearning) and Mr. Denis Bejar (ACC). This year the eLearning Institute Cohort V met on June 11-14, one virtual week followed by June 25-28, 2012 and Cohort VI met on June 10-13, one week virtual followed by June 24-27, 2013.

**Summary of the Committee's Work During 2012-2013**

The Committee on eLearning has been working on many issues related to eLearning at QCC during the school year 2012-13. Some of the faculty members of the committee have developed or are in the process of developing PNET or FNET courses, so they were very well aware of ongoing and putative issues related to eLearning at QCC. The Committee discussed and examined various issues that came forward as a result of discussion with other members of college's faculty. Some major issues are summarized below.

**▪ Clear discernibility of online classes for registration in CUNYFirst:**

Though CUNYFirst designates online courses by "FNET" for fully online or "PNET" partly online as part of the section code, students may not notice or understand those designations; or if they do, they do not know what it entails. Many instructors expressed their concern about students not being aware of the fact that they have enrolled in an online class. Registrar's office was contacted and invited to discuss this issue. Due to unavailability of Ms. Tullio, Ms. Florence Farrat generously accepted to meet with the committee. We discussed the ways that the registration process for online courses may be improved. The Committee noted that, as a result of the way online classes are currently identified in CUNYfirst, students often do not recognize that they are registering for an online class. The Committee recommended that an alert or a 'pop-up' be inserted to more clearly identify a course as an online, and to offer a brief explanation to students of what it entails. Ms. Farrat informed us

of the limitations of the CUNYFirst registration process and that it may not be possible to make any changes. She offered to look into the feasibility of our request and get back to us.

▪ **Use of the eLearning Readiness program (eLRP):**

The Committee ensued a detailed discussion about ways to better inform students about online courses and the eLRP. The need to link the eLRP to the course registration process was discussed seriously. Upon successful completion, eLRP generates a certificate; which is automatically emailed to the student. Students should be encouraged to forward it to their instructors. The Committee discussed topics that should be included as videos in the eLRP. The committee recommended that the link to eLRP should be placed on the websites of the SSD office and other Student Affairs agencies. With the committee's recommendations, it has been placed on the College website.

Discussion of assessment of PNET/FNET courses continued this year and some new insights were shared by some of the committee members that teach fully or partially online classes. These comments are noted in the committee's minutes in details. The committee however does not have any specific recommendations on assessment of online (PNET or FNET) classes at this time as this issue has been discussed in details in the committee's report for year 2011-12.

- As per the Committee's recommendation, a faculty support website for faculty teaching and developing online courses and using technology/multimedia is now up and running at [www.qcc.cuny.edu/FacultySupport](http://www.qcc.cuny.edu/FacultySupport) which has all the resources compiled in one location. A similarly constructed technology resources website for students is also fully functional.
- The Committee was kept apprised by Mr. Naples about various faculty development programs/ workshops being organized to inform faculty about technology resources such as Blackboard 9.1, softchalk 7, Blackboard Collaborate, eBooks, SAFEassign and more.
- It was noted that Campus Conversation on MOOCs and other emerging instructional technologies occurred.

**Recommendations of the Committee on eLearning:**

- **Recommendation to the Registrar's office:** Online courses need to be more clearly identified as such (pNET or fNET) in CUNYFirst.
- TigerMail is the only official mode of e-mail communication between students and instructors for college business; both students and faculty must be informed/reminded of the current email policy at the beginning of each semester, possibly by the Academic Computing Center (via email and/or other resources of the ACC).
- The eLRP should be linked to course registration as part of the registration process for pNET and fNET classes. Future possibilities could include--
  - Making the eLearning Readiness Program an actual pre-requisite for online courses. B. Naples indicated that this is not currently feasible.
  - Making the eLRP as a part of ST-100; which may become fully online course.
  - Making the eLRP the first assignment of any online course.

The following members will be leaving the committee this September:  
 Dr. Kimberly Banks- English, Dr. Barbara Bonous-Smit- Library, Dr. Federica Goldoni- Foreign Languages, Dr. David Sarno - Chemistry and Dr. Mangala Tawde- Biological sciences

**New Members for 2013-2014**

For the academic year 2013-2014, the committee’s members are:

<b>Members</b>	<b>Department</b>	<b>Title</b>
1. Jean Amaral	Library	Faculty Representative
2. Susana Alaiz-Losada,	Foreign Languages	Faculty Representative
3. Dr. Edward Davis	Engineering Technology	Faculty Representative
4. Prof. Barbara Blake-Campbell	Nursing	Chairperson
5. Anita Ferdenzi	Social Sciences	Faculty Representative
6. Dr. Julita Haber	Business	Faculty Representative
7. Prof. Cheryl Diane Meddles-Torres	Biological Sciences & Geology	Faculty Representative
Mr. Bruce Naples	Executive Director, ACC and eLearning	President's Designee
Dr. Dona Boccio	Mathematics and Computer Science	COC Liaison

**Key Items on the Agenda for 2013-2014:**

- Provide input on technological and pedagogical support for faculty developing online classes
- Provide input on the college’s adopted standards for effective eLearning programs
- Provide input on the curriculum of the e-Learning Institute
- Provide input on the Student e-Learning Readiness Program (eLRP), including developing outlines for student videos highlighting the curriculum of this program
- Provide input regarding learning outcomes assessment for eLearning Courses
- Monitoring issues of Blackboard course management system and other programs related to eLearning such as Epsilen and ePortfolio, and advise the college community when needed
- Develop protocols of departmental evaluation such as peer observations for online classes

As chair of the Committee on eLearning, I wish to express my sincere gratitude to all the past and present members of this committee for their diligence and support to committee’s work. Each member made important contributions. And I would like to thank the Steering Committee for their on-going support and astute guidance.

Respectfully submitted,

Mangala Tawde, PhD  
 Chair, Committee on eLearning

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

**COMMITTEE ON ENVIRONMENT, QUALITY OF LIFE AND DISABILITY ISSUES of the  
ACADEMIC SENATE**

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

**FROM:** Elizabeth Bartels and Matthew Lau, Co-Chairpersons, Committee on Environment, Quality of Life and Disability Issues

**SUBJECT:** Annual Report of the Committee on Environment Quality of Life and Disability Issues for September 2012-- May 2013

**DATE:** September 13, 2013

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**Committee Members:**

Prof. Elizabeth Bartels, Co-Chair  
Prof. Matthew Lau, Co-Chair  
Lect. Aithne Bialo-Padin, Member  
Prof. Galatia Iakovou, Member  
Prof. NamJong Moh, Member  
Prof. Joan Peterson, Member

Mr. Dion Pincus, Liaison to the Steering Committee  
Vice-President Sherri Newcomb, Liaison, President's Designee

Mr. Ben-Ami Freier, Office of Services for Students with Disabilities, Committee Liaison  
Mr. Mel Rodriguez, Environmental Health and Safety, Committee Liaison  
Mr. Edward Locke, Office of Campus Safety, Committee Liaison  
Ms. Isabel Hocevar, R.N., Office of Health Services, Committee Liaison

**Number of Committee Meetings:** The Committee on Environment, Quality of Life and Disability Issues met four times during the 2012-2013 academic year.



## **Space Allocation/Utilization/Facilities**

During 2012-2013, Vice-President of Administration and Finance Sherri Newcomb served as the President's Designee to the Committee on Environment, Quality of Life, and Disability Issues.

### **College Projects**

#### **Scheduling Pattern**

The College continued to maximize the use of existing space to meet rising enrollment and a growing faculty and staff.

In particular, during 2012-2013 the college prepared to implement a new scheduling pattern for courses and space allocation. Under the new plan, scheduling will be streamlined to allow for better allocation of classroom space during both peak and non-peak hours in the week.

Co-chairs Bartels and Lau met with Vice-President Newcomb to discuss the new grid during the spring semester of 2013. She provided them with examples of how the new grid would be used by faculty and students.

The plan is set to take effect in fall 2013.

#### **Student Printing**

Vice President Sherri Newcomb shared with the Committee the College's plan to limit Queensborough students' printing allotment on library printers to 300 pages per semester. This plan entails the implementation of new library technology which utilizes student id cards for printer access. Vice President Newcomb reported that the reaction to the new technology from library staff, CLTs, and students was positive to date.

The Committee was in agreement with the student printing allotment plan.

## **Campus Safety and Security**

### **Annual Security Report**

During 2012-2013, Mr. Ed Locke, Director of Public Safety, served as liaison to the Committee on Environment, Quality of Life, and Disability Issues.

In fall 2013, Co-chairs Bartels and Lau met with Mr. Locke to discuss faculty concerns on how crimes on campus are reported to local law enforcement. The meeting was scheduled in response to Dr. Phil Pecorino's concern on how crimes are reported to the NYPD. It had appeared to Dr. Pecorino that in the Annual Security Report that some major crimes were not been reported to the NYPD by Public Safety. Mr. Locke explained in our meeting how the CUNY-wide standard terminology in the report had given rise to the misunderstanding. The phrase "reported to" was the source of the confusion. Mr. Locke clarified the matter in an email to Co-chairs Bartels and Lau. Quoting Mr. Locke's email,

**All major crimes are reported to the NYPD, as were the noted sex offenses and aggravated assaults. The "reported to" category is how the crime is initially reported to a law enforcement agency by the victim. It does not refer to our department reporting the crime to the NYPD. Almost all crimes are reported through our department and forwarded to NYPD as appropriate. However on a few occasions, persons go directly to the NYPD who then in turn report such occurrences to our department. Thus the "REPORTED TO: NYPD" category on the chart. (8/22/2013).**

The Committee accepted and appreciated Mr. Locke's explanation.

At a follow-up meeting with Mr. Locke in November 2012, Mr. Locke and Co-chairs Bartels and Lau discussed the idea of suggesting to CUNY central that the terminology on the CUNY crime statistics be updated to avoid future misunderstandings.

### Book Solicitors

In spring 2013, Committee member Dr. Joan Petersen expressed concern regarding book solicitors on campus. She stated in a (4/2/2013) email communication, "I am personally very opposed to this [book solicitors]-I would rather donate the books than have someone make a profit off of a book I didn't pay for. It seems these visits are becoming more frequent – in the week before the [spring] break I was visited separate times."

In response, Vice President Newcomb suggested at our May 2013 committee meeting that faculty call campus security in such cases.

## College Health and Environment Issues

During 2012-2013, Mr. Mel Rodriguez, served as liaison to the Committee on Environment, Quality of Life, and Disability Issues. Mr. Rodriguez is the Director of Environmental Health and Safety at QCC.

### Campus Recycling

In spring 2013, Co-Chairs Dr. Lau and Dr. Bartels met with Mel Rodriguez and Dexter Williams, Senior Custodial Supervisor, to discuss faculty concerns expressed in QCC community email during late fall 2012. There was concern that recyclables were not being separated from regular trash by the custodial staff. An email communication (11/21/12) in QCC Community Dialogue by Dr. Eugene Harris initiated the discussion, "[T]he word I've heard from B&G is everything is dumped in the same place ultimately despite blue recycle bins as well as paper bins around campus."

Mr. Rodriguez and Mr. Williams explained that the custodians sort out recycling materials from the regular trash. It was explained that this was why there are clear plastic trash bags. The meeting discussants agreed that more recycling bins around campus would be helpful, as well as more public awareness on campus recycling efforts.

In an email on QCC community email, Joseph Cartolano, Chief Administrative Superintendent of Buildings and Grounds, further addressed the issue:

**The custodial staff empties the paper recycle bins from offices and corridors into a 4 yard dumpster located outside each building. The 4 yard dumpsters are emptied every week. We recycle more than 140 cubic yards of office paper, newspaper, magazines, books and**

**cardboard every week. The 4 yard dumpsters are picked up on Tuesdays and Saturdays. The bottles and plastics are collected in clear plastic bags daily and put out for pick up. The NYC Department of Sanitation picks up the plastic bottles on Friday evening. We also have at least one 30 yard dumpster on campus at all times used to gather metal materials for recycling (we recycle hundreds of tons of metal annually). Composting of organic materials collected on campus is done behind lot 6. After the compost process is complete we use the material on the grass and plant material thru- out the campus. (11/21/2012)**

### Bullying Policy

In fall 2013, Dr. Philip Pecorino requested that the Academic Senate Committee on Environment, Quality of Life, and Disability Issues forward to the Academic Senate a proposal to address college bullying on campus. Dr. Pecorino's request was made in light of the recent revisions of the CUNY policy on workplace violence which excluded "psychological violence" from its definition.

In spring 2013, Committee members voted to create an anti-bullying sub-committee for the 2013-2014 academic year. This sub-committee will be charged with researching and potentially creating a resolution for the QCC Academic Senate suggesting approaches to address bullying in various forms within the QCC committee.

Two out-going Committee member, Drs. Matt Lau Joan Peterson, agreed to head the sub-committee.

### **The QCC Tobacco-Free Policy: Senate Resolution, QCC Implementation Plan, and Campus Resources**

During fall 2012, the CUNY Tobacco-Free Policy went into effect at QCC. At present, the plan appears to be successful. CUNY's Mental Health and Wellness Services Department distributed an email survey to the CUNY-wide community in February 2013 regarding the policy's effectiveness. The results of this survey are pending publication.

Sherri Newcomb reported at the May 2013 Committee meeting that there was nearly universal compliance and no enforcement problems on the Queensborough campus.

### **Recommendations for 2013-2014**

The following are the members of the Committee on Environment, Quality of Life, and Disability Issues for 2013-2014:

Prof. Elizabeth Bartels, Co-Chair  
Prof. Mangala Tawde, Co-Chair  
Prof. Julia Carroll, Member  
Prof. Galatia Iakovou, Member  
Prof. NamJong Moh, Member

Prof. Matt Lau, Liaison to the Steering Committee  
Vice-President Sherri Newcomb, Liaison, President's Designee

Mr. Ben-Ami Freier, Office of Services for Students with Disabilities, Committee Liaison  
Mr. Mel Rodriguez, Environmental Health and Safety, Committee Liaison  
Mr. Edward Locke, Office of Campus Safety, Committee Liaison  
Ms. Isabel Hocevar, R.N., Office of Health Services, Committee Liaison

At our May 15, 2013 meeting, Drs. Mangala Tawde and Elizabeth Bartels were elected Co-Chairs for 2013-2014.

Recommendations to Drs. Tawde and Bartels for 2013-2014 would be to continue to monitor the tobacco cessation plan on the QCC campus, to support and assist the work of the newly formed Sub-Committee on Anti-Bullying, and to develop ways to increase recycling and sustainability measures on the QCC campus.

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

E-mail: [gproteasa@qcc.cuny.edu](mailto:gproteasa@qcc.cuny.edu)

**To:** Dr. Emily Tai/ Dr. Philip Pecorino, Chair, Steering Committee of the Academic Senate  
**From:** Dr. Gheorghe Proteasa, Chair, Committee on Vendor Services  
**Subject:** Annual Report for Committee on Vendor Services  
**Date:** August 2013

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

Gheorghe Proteasa, Chair  
Jonathan Cornick, Secretary  
Manette Berlinger  
Mary Rosa  
Jose Osorio  
(William Faulkner, President's Designee)

**2. Committee meetings were held on the following dates**

- May 9<sup>th</sup>, 2012 from 2:15 PM to 3:00 PM in S-227
- Wednesday, December 12<sup>th</sup>, 2012 from 1 PM to 3PM in M-209

**3. Summary of Committee work:**

- 1) **The Committee suggested that the Auxiliary Enterprise Board and the College administration continue to find ways to reduce the price of textbooks for our students, work with vendors in identifying avenues to reduce the sale price of bottled water and to enhance the quality and increase the number of healthier food options that are available for purchasing on our campus.**

In the Committee's meeting, on May 9<sup>th</sup>, 2012, the Committee re-elected Gheorghe Proteasa as Chair and Jonathan Cornick as Secretary.

From the presentation made by Professor Proteasa it emerged that the charge of the committee is to advise the college administration as to comments from the faculty, staff and student bodies regarding the various vendor services and their activities and

that the Committee on Vendor Services operates under the auspices of the Auxiliary Board and Funds.

Professor Proteasa then explained what the Committee on Vendor Services had achieved in recent years, and an open discussion on possible future tasks followed:

- The committee had previously requested that water could be 25 cents cheaper than soda in campus vending machines. Although this was not formally agreed, canned water was now available at a cheaper price from one machine in the Administration building. The current committee would like this option available in more vending machines on campus, along with other bottle sizes for water. Choices of carbonated and noncarbonated water.
- Options for cheaper student textbooks were discussed, including e-books, renting, 3 hole punch binding and workbooks.
- The committee agreed it would like more healthy eating options on campus for students including more lower fat and vegetarian menu items, and more fresh fruit available.

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

- The Committee followed up on last year's Committee recommendation to inquire about the possibility of increasing the recycling efforts in our campus.

We are pleased to inform the Academic Senate that the number of recycling bins with emphasis on paper, plastic containers and bottles as well as aluminum has significantly increased.

It was noted that Buildings and Grounds is offering specific recycling bins in individual offices.

- We are glad to notice that our efforts to increase the number of healthier food choices across the campus are "bearing fruit." The presence of fresh fruits (containers with fruit salad, apple and bananas) in the Cafeteria represents the results of our concerted efforts.

We are noticing an increased number of yogurt choices from low to non-fat.

The most significant victory of the Committee as part of a concerted action of the College and the Committee to change the alimentary culture of our community is the significant increase in the number of salad portions sold at the salad bar in the Cafeteria.

**5. New Recommendations:**

- In line with the President's designee we might want to think of ways to increase the efforts for less expensive text and lab books on campus. One idea was to entice the course coordinators to request paper cover textbooks.
- The Committee continues to consider that it would be helpful for next year to be able to review the Report of the Auxiliary Enterprise Board.

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

Proteasa, Gheorghe	Biological Sciences & Geology
Carvajal, Beata Warchol	Mathematics & Computer Science
Honey, Larissa	Social Sciences
Mooney, Christine	Business
Rosa, Mary Ann	Nursing

(William Faulkner, President's designee)

Respectfully submitted,  
Gheorghe Proteasa, Chair