

**QUEENSBOROUGH COMMUNITY COLLEGE
THE CITY UNIVERSITY OF NEW YORK
COMMITTEE ON CONTINUING EDUCATION
ANNUAL REPORT ACADEMIC YEAR 2012 – 2013**

TO: Dr. Lana Zinger, Secretary of the Academic Senate Steering Committee
FROM: Barbara Rome, Chairperson
SUBJECT: Annual Report of the Committee on Continuing Education for 2012-2013
DATE: MAY 31st, 2013

Committee Members:

Jelena Blagojevic, Melinda Drini, Maan Lin, Maurizio Santoro, Barbara Rome
Steering Committee Liaison:
President's Designee: Denise Ward

Dates Met: December 5, 2012; April 10, 2013; May 20, 2013

The committee met once in the fall, December 5th, 2012. Committee members were introduced. Denise Ward, Dean of Continuing Education and Workforce Development provided an update on programs provided through Continuing Education and Workforce Development. Denise Ward updated committee on several initiatives among the tuition based programs to be offered in the Spring of 2013, these include: Patient Care Technician – NYSED Certification; OSHA Certification in Mandarin; ABC Seminar Series for NON-^o©-Native Speakers (ESL Course); History Series; Fusion Yoga; Salsa Dance; Programs for kids and teens (Painting Around the World, Programming for Artists, Learn to Speak Art, and Body Smart); and a collaborative partnership with the Physics department and Future Teacher's Society. The current grants/contracts are the 21st CCLC which is in its third year; Perkins major effort for job development/placement and career counseling for CE students completing several certificate programs; CareerPath (IAACCCT DOL grant) which is in its second year; and the NYCHA – CPR classes launched in the fall of 2012 interrupted by Hurricane Sandy but will resumed in the spring of 2013. Denise Ward also provided the committee with an update of the successful CUNY Start program, in the Fall 2012 semester only 47 students enrolled, but the number was expected to double for Spring 2013, and quadruple in the spring of 2014. The CLIP program, which had 10 daytime and evening classes in the fall of 2012 and AAAP White House Listening Tour. Denise Ward also presented programs researching for proposals or development which included; CNC Specialist for the NYC Economic Development Corp., EMT for Martin Van Buren High School, Expansion of Flushing Center, and AACC Plus 50. Grant.

The committee met twice in the spring. On April 10, 2013 where Emily Tai presented revision to the Bylaws by the academic senate. The revision include continuing education committee will review the continuing education catalogue each semester; The Continuing Education Committee will serve as a mechanism for articulation and communication between the Continuing Education instructional staff, students, the Academic Senate, and Academic Departments. Receive reports regarding all offerings, programs, courses, and curriculum under development; report to the Academic Senate concerning any overlapping curricula between programs offered by the Office

of Continuing Education and Workforce Development offered in Academic Departments. Receive and review all assessments of courses offered by the Office of Continuing Education and Workforce Development. Denise Ward presented the process for implementation of new courses. There are approximately 421 courses offered through the continuing education department. New proposals are discussed within the continuing education department. Denise Ward agreed to email list of new proposals to continuing education chair. There are no formal assessments for courses offered through the Continuing Education Department as per Denise Ward. The discussion to accept the changes was tabled to future meeting. Denise Ward provided an update on programs. The following tuition based programs offered in the spring which are very successful are the Patient Care Technician – NYSED Certification, OSHA Certification in Mandarin and English, new After Schools Academy in Douglas Manor serving k-5 students had rolling enrollment in the spring, and a new ESL program offered in Flushing Center. Also offered this spring for adults is the History Series, Spring into the City, Special Parent, Pre-Natal Massage Therapy, and OSHA 10 or 30 hour for Construction Industry Supervisor. The following programs were offered for kids/teens; Modern Art Meets Computers, Navigating the College Selection, Musical Theater and Dance, Oasis Summer Camp, and the Internships and Community Service Programs. Dean Ward updated the committee on the successful funded programs; Submitted CNN Specialist Certification Contract proposal to NYC Business Solutions and the Workforce 1 Industrial and Transportation Career Center, 21st Century Community Learning Center, which provides learning to high school students in need. This is the third year of the program. Round 6 proposal was submitted to NYSED. The Perkins Major Effort based in Job Development and Career Counseling for Continuing Education students completing several Certificate Programs, and the CUNY CareerPath Program which is very successful.

The last meeting was held on May 20, 2013, the committee welcomed its new member. The new member was made aware of the role of the committee. The new members voted on the new chairperson and secretary for the upcoming academic year. Barbara Rome was voted as chairperson and Francis Jordan as secretary. The revision to the bylaws will be discussed at the first meeting in the Fall of 2013.