

Agenda
Academic Senate Meeting
Date: Tuesday, April 4, 2017
Time: 3:10 p.m.
Location: Room M-136

I. Attendance

II. Consideration of the minutes from March 21, 2017 meeting (Attachment A)

III. Communications from:

- CUNY Board of Trustees (<http://www2.cuny.edu/about/trustees/>)
- President Diane B. Call (Attachment B)
- Senate Steering Committee Report (Attachment C)

IV. Monthly Reports of the Committees of the Academic Senate

- Committee on Committees – Monthly Report for March 2017 (Attachment D) — ELECTION
- Committee on Curriculum – Monthly Report for March 2017 (Attachment E) — RESOLUTION

V. Old Business

VI. New Business

- Report from the General Education Assessment Task Force
- Report of the Committee on Food Insecurity for April 2017 ([Attachment G](#))

Joel Kuszai, Secretary
Academic Senate Steering Committee

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Queensborough Community College
The City University of New York

MINUTES
of the March 21, 2017
Academic Senate

In the absence of President Diane Call, Chair Peter Bales called the sixth regularly scheduled meeting of the Academic Senate to order at **3:17 PM**

I. Attendance:

47 votes were recorded at the time attendance was taken; 63 members of the Academic Senate were present during the meeting.

Absentees: Diane Call, Rosemary Zins, Laura Sabani, Wilma Fletcher-Anthony (on grand jury duty), Georgina Colalillo, Reuvain Zahavy, Anthony Kolios, Mangala Tawde, George Muchita, SG Executive VP, SG Administrative VP, SG Programming VP, SG VP Evening Students, SG President Pro Tempore, SG VP for Part-time Students.

II. Consideration of minutes of the February 14, 2017 meeting of the Academic Senate:

A **motion was made, seconded, and adopted 48-0-0 to approve the February 14, 2017 minutes as presented** (see *Attachment A of the February 14, 2017 Agenda*). Did not vote: Stuart Asser, Nidhi Gadura, Kathleen Villani, Sasan Karimi, Jeane Galvin, David Humphries, Young Kim, Gilmar Visoni, Joseph Bertorelli, Kip Montgomery, Anne Marie Menendez, David Lieberman, Joseph Culkin, Georgia McGill and Joanne Chang.

III. Communications from:

1. President Call

The Senate received President Call's March 2017 Report (*Attachment B of the March 21, 2017 Agenda*.) To see the full report, visit: http://www.qcc.cuny.edu/governance/academicSenate/docs/ay2016-17/March_2017/Attachment-B-Presidents-Report-3-14-17.pdf

2. Senate Steering Committee Report

Chair Dr. Peter Bales referred to the written report (*Attachment C of the February 14, 2017 Agenda*). For the full report, visit: http://www.qcc.cuny.edu/governance/academicSenate/docs/ay2016-17/March_2017/Attachment-C-SteeringCommittee-Report-3-14-17.pdf

Senator Clingan asked Chair Bales about a timeline for some kind of policy regarding bullying at QCC, given that CUNY has not responded to QCC Academic Senate queries requesting clarification. Chair Bales suggested that either May or September, depending on how quickly such a policy might be developed and circulated for discussion.

Senator Clingan then asked about the Campus Climate Working Group created by CUNY. Jo Pantaleo was recognized and explained that the Working Group was related to issues of diversity and inclusiveness, especially as have come up over the last few months and had more to do with the environment for marginalized groups than with "the concept of bullying."

Chair Bales asked Jo Pantaleo to distribute information to all faculty who may wish to participate in Campus Climate Working Group via a general call. She agreed.

56 Senator Pecorino was recognized and asked Jo Pantelo if there would be a report available to the
57 community and she replied that the report was being prepared for the Chancellor and not likely available
58 to the campus community.
59

60 **IV. Graduates List – Awarded January 2017**

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62 A **motion was made, seconded, and adopted 58-0-0** to **approve** the list of January 2017
63 graduates (see *Attachment D of the March 21, 2017 Agenda*). Did not vote: Denise Ward, Susan
64 Jacobowitz, Young Kim, SG President (students not eligible), SG Treasurer (students not
65 eligible).
66

67 **V. Monthly Reports of the Committees of the Academic Senate**

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69 1. **Committee on Committees:** The Academic Senate received the Monthly Report for February
70 2017 (*Attachment E of the March 21, 2017 Agenda*).
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72 2. **Committee on Curriculum:** The Academic Senate received the Monthly Report for February
73 2017 (*Attachment F-Revised of the March 21, 2017 Agenda*) and acted on the following items:
74

75 **1. Course Revisions**

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77 **DEPARTMENT of ENGINEERING TECHNOLOGY**

78 ET110 Electric Circuit Analysis
79 ET210 Electronics I
80 ET230 Telecommunications I
81 ET320 Electrical Control Systems
82 ET410 Electronic Project Laboratory
83 ET502 Introduction to Computer Programming
84 ET509 C++ Programming for Embedded Systems
85 ET542 Computer and Electrical Device Applications
86 ET580 Object Oriented Programming
87

88 A **motion was made, seconded, and adopted 61-0-0** to **approve** changes to ET110, ET210,
89 ET230, ET320, ET410, ET502, ET509, ET542, and ET580 in the Department of Engineering
90 Technology (See *Attachment F-revised of the March 21, 2017 Agenda*). Did not vote: Maan Lin
91 and Julia Carroll.
92

93 **2. New Courses**

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95 **DEPARTMENT OF SOCIAL SCIENCES**

96 PHIL170 Asian Philosophies
97

98 A **motion was made, seconded, and adopted 63-0-0** to **approve** PHIL170 Asian Philosophies
99 as a new course in the Department of Social (See *Attachment F-revised of the March 21, 2017*
100 *Agenda*).
101

102 **DEPARTMENT OF HEALTH, PHYSICAL EDUCATION AND DANCE**

103 HE202 Social and Behavioral Determinants of Public Health
104

105 A **motion was made, seconded, and adopted 63-0-0** to **approve** HE202 Social and Behavioral
106 Determinants of Public Health as a new course in the Department of Health, Physical Education
107 and Dance (See *Attachment F-revised of the March 21, 2017 Agenda*).
108

109 **DEPARTMENT OF BIOLOGICAL SCIENCES AND GEOLOGY**

110 BI522 Applied Biostatistics
111

112 A **motion** was **made, seconded**, and **adopted 63-0-0** to **approve** BI522 Applied Biostatistics
113 as a new course in the Department of Biological Sciences and Geology (See *Attachment F-*
114 *revised of the March 21, 2017 Agenda*).
115

116 **2. Program Revisions**

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118 **DEPARTMENT OF HEALTH, PHYSICAL EDUCATION AND DANCE**
119 **DEPARTMENT OF BIOLOGICAL SCIENCES AND GEOLOGY**

120
121 Program Proposal Revision in current A.S. Public Health Program

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123 A **motion** was **made, seconded**, and **adopted 62-0-0** to **approve** changes to the A.S. Public
124 Health Program (See *Attachment F-revised of the March 21, 2017 Agenda*). Did not vote: Richard
125 Yuster.

126
127 **DEPARTMENT OF HEALTH, PHYSICAL EDUCATION AND DANCE**

128
129 Proposal to eliminate the Health and Behavior Concentration in the Liberal Arts and Sciences A.A.
130 Degree program

131
132 A **motion** was **made, seconded**, and **adopted 62-0-0** to **approve** eliminating the Health and
133 Behavior concentration in the Liberal Arts and Sciences A.A. Degree Program (See *Attachment*
134 *F-revised of the March 21, 2017 Agenda*). Did not vote: Young Kim.

135
136 Proposal to eliminate the Health Promotion and Disease Prevention Concentration in the Liberal Arts and
137 Sciences A.A. Degree program

138
139 A **motion** was **made, seconded**, and **adopted 63-0-0** to **approve** eliminating the Health
140 Promotion and Disease Prevention Concentration in the Liberal Arts and Sciences A.A. Degree
141 program (See *Attachment F-revised of the March 21, 2017 Agenda*).
142

143 **DEPARTMENT OF ENGINEERING TECHNOLOGY**

144
145 A.A.S., Computer Engineering Technology Program revision
146 A.A.S., Electronic Engineering Technology Program revision
147 A.A.S., Telecommunications Technology Program revision

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149 A **motion** was **made, seconded**, and **adopted 63-0-0** to **approve** changes to the Computer
150 Engineering Technology Program, the Electronic Engineering Technology Program, and the
151 Telecommunications Technology Program (See *Attachment F-revised of the March 21, 2017*
152 *Agenda*).
153

154 **V. Old Business**

155
156 None.

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158 **VI. New Business**

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- 161 • VP Steele spoke about the next General Education Assessment Task Force meeting to be held
162 on the first Friday in April. They working to have all of the program outcomes updated and on the
163 website by the end of the semester. The outcomes will incorporate the revised General Education
164 Outcomes, which will become effective in Fall 2017.
 - 165 • Vice Chair Tai presented the monthly report of the Committee on Food Insecurity (Attachment G),
166 recognizing fellow Senators Amy Traver and Susan Jacobowitz for their work on the food pantry.
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- Grace Magee, QCC Project Coordinator for New York Public Interest Group (NYPIRG) was recognized and thanked faculty for helping recruit students to participate in Lobby Day activity. More than 40 students from QCC participated. She also announced that NYPIRG would organizing something for Earth Day during the week of April 24 and any interested faculty, staff or students should let her know.
 - Senator Pecorino announced the voting season was coming to an end with FEC elections and encouraged senators to vote if they had not yet done so.

177 The meeting was adjourned at 3:49 PM

178

179 Respectfully Submitted,

180 Joel Kuszai

181 Secretary, Steering Committee of the Academic Senate



President's Report to the Academic Senate

April 4, 2017

ENROLLMENT MANAGEMENT UPDATE

- The Enrollment Management team is fully focused on reaching our new and continuing enrollment targets for fall 2017. Recruitment activity has begun, with particular emphasis on Queens and Nassau County. In addition to college fairs, our team of Admission recruiters are outreaching to their contacts in local high schools to provide assistance, updates and encourage applications to QCC.
- The College has admitted close to 6000 new freshmen and transfers. We will continue to receive allocations of newly admitted from the University through the end of June. In the meantime, we are open for Direct Admissions and have already received close to 200 direct admission students.
- Enrollment Management partnered with ASAP, College Discovery and the Office of New Student Engagement to create a New Student and Family Welcome. We will be hosting 2 welcomes each month until July.

Academic Advisement & Registration

Summer/Fall 2016 advisement and registration for continuing students is currently underway in the Academies and special program offices. Advisers are concentrating early outreach efforts on students who are currently on probation or are in danger of going on probation so as to provide them with guidance and information on support resources. Registration for new Students will begin on Tuesday, April 11th.

ASSESSMENT AND ACCREDITATION

Middle States

The response from the campus community to the call for volunteers to serve on a Middle States self-study working group was very strong—over 90 of the faculty and staff signed up to participate. The membership for each working has been established, and each group has been notified. Work will begin in fall 2017. The self-study steering committee, consisting of the three executive co-chairs, the working group co-chairs, the vice president for academic affairs, the vice president for marketing and communication, and the director of institutional research, will be meeting to help the executive co-chairs to

develop a self-study design, which is required by Middle States. A draft design is due in April. The self-study design guides the work of the entire project. Our Middle States liaison, Dr. Heather Perfetti, will come to campus on May 4 on a preparation visit whose primary goal is to provide feedback to the steering committee on the draft of the self-study design submitted.

Assessment Institute

Participants from this semester's Assessment Institute are now implementing the assessment plans that they developed during the institute. Assessment reports are due at the end of the semester. This semester's institute included 18 faculty participants spanning 11 departments.

General Education Task Force

Task Force members have revised the Information Management rubric to include "digital technology," and are organizing support for developing rubrics for the revised disciplinary outcomes in the sciences, social sciences and history, and the humanities and the arts. Faculty participating in the spring 2017 assessment are in place. The Task Force will prepare a report on the initial trends in the assessment outcomes over three semesters (spring 2015, spring 2016, and fall 2016) and recommend action for college consideration.

STUDENT RESOURCES

Milestone Scholarship

To encourage timely degree completion, continuing QCC students who began in Fall 2016 and have completed between 26 and 29 credits towards their degree at the end of this term are eligible to receive a Milestone scholarship for a credit course taken at QCC this summer. The scholarships are intended to support a student reaching the "thirty credit milestone" of his/her Queensborough degree within one calendar year. The student must have a minimum GPA of 2.75 to be eligible for this scholarship. The Office of Academic Affairs will identify students as milestone candidates, and will send these students an invitation to apply for this summer's Milestone scholarships.

STEM Waiver

To promote credit accumulation in STEM courses, and help STEM students accumulate a sufficient number of credits each year without jeopardizing their future Tuition Assistance Program eligibility, the Mayor's budget has provided additional funds for tuition waivers for students taking STEM courses in the summer sessions. QCC will be granting STEM waivers for the 2017 summer sessions. Students will be granted a waiver for any STEM course that is required in their program of study. In addition, to encourage students to take a STEM course, QCC will grant waivers for up to two

additional STEM or non-related STEM courses taken in the summer sessions. Fees are not covered by the waivers. Students will be granted the waiver if they are in “good academic standing” and NYC residents. A student does not need to be a STEM major to be granted the waivers. There is no requirement that students complete the courses or earn a specific grade. Incoming, transfer, first year students as well as continuing students will be encouraged to participate. An on-line application is being designed for easy student access and information. The STEM waiver program will be promoted on the college’s webpage and through Tigermail

- The QCC Counseling Center now provides 24/7 emergency services through our after-hours service provider, ProtoCall. If you have an emergency outside of the Counseling Center hours, please call ProtoCall at 855-582-6069 to speak with a licensed mental health professional.
- QCC’s Lambda Sigma Chapter of the **Phi Theta Kappa International Honor Society** is accepting new membership for the Spring 2017 semester. Membership in the honor society provides opportunities for students to grow as scholars and leaders by way of networking, scholarships, job skills, leadership, community-building, and mentorship. Additional information, including eligibility requirements and application deadline date, can be found at www.qcc.cuny.edu/ptk.
- Now through April 18, 2017, Single Stop will make **Free Tax Preparation** available for QCC students in the Student Union, Upper Level. In addition, we will have one Saturday session on March 11, 2017. Please encourage students to take advantage of this free service. Further information about this program and hours of operation are available from the Single Stop Office, located in the Library Building – Room 432A or at <http://www.qcc.cuny.edu/singlestop/>.
- Faculty and staff are asked to encourage our students to avail themselves of the valuable and free resources through the **QCC Single Stop Program**, located in the Library Building, Room 432-A. Services provided include (but are not limited to) financial benefits screening, financial counseling, legal assistance, tax preparation services, and more. Additional information can be found on their website at <http://www.qcc.cuny.edu/singlestop>.
- **The Freya Moskowitz Stern Scholarship and The Finch College Alumni Scholarship** are now available for interested students. Both scholarships, worth \$5000, are awarded to second-year female community college students who will graduate from QCC at the conclusion of Spring 2017 and transfer to a four-year university for the fall 2017 semester. The application deadline is Monday, May 15, 2017. For additional

information, including eligibility requirements, please visit:

http://www.finchcollege.org/html/PDFs/Scholarship_Criteria.pdf.

- The application period for the **2017 University Student Senate (USS) Scholarships** is now open! Students can either apply for the Ernesto Malave Merit Scholarship or the Donald and Mary Ellen Passantino Scholarships (available to international students and students with disabilities only). Completed application packets must be submitted to the Office of the Vice President for Student Affairs by Friday, April 21st. For additional information, please visit <http://www.qcc.cuny.edu/scholarships/index.html>.
- The Carroll and Milton Petrie Foundation renewed QCC's three-year grant, of up to \$100,000 per year, for three years, to provide **one-time, emergency grants** to students in good standing with **short-term financial emergencies** to enable them to remain in school, rather than being forced to leave or drop out. The college successfully awarded \$300,000 to Queensborough students in need through December 31, 2016. Ms. Veronica Lukas, Executive Director of Student Financial Services, will be sending periodic e-mail reminders to the college community outlining the grant eligibility and encouraging faculty and staff to refer students to apply. Ms. Karen O'Sullivan, Associate Director of Student Financial Services, will serve as the Grants Manager for this campus initiative. Please refer students with short-term financial emergencies to Ms. O'Sullivan at your earliest convenience. Additional information can be found at www.qcc.cuny.edu/scholarships.
- All currently enrolled students wishing to receive financial aid for the Fall 2017 and/or Spring 2018 semesters were advised to complete the 2017-18 Free Application for Federal Student Aid (FAFSA) by the Priority Filing Deadline Date of March 15, 2017. Students who missed this date are encourage to complete the FAFSA **IMMEDIATELY**.

BTECH UPDATE

The BTECH industry partner, SAP, hosted a panel discussion on campus entitled 'Executive Leadership: Leadership in the Digital Economy". Close to 300 QCC Business and Engineering Technology students and faculty attended the discussion. Executive panelists from Goya foods, IBM, SAP and the Mayor's office of Workforce Development shared their ideas about success in searching for and managing ones careers and highlighted topics about the importance of diversity in the workplace and the demonstration of workplace skills, such as teamwork, taking initiative and critical thinking . Professor Leslie Frances acted as moderator. BTECH will be hosting their National Honor Society Induction at QCC on March 31st. It's from 5:15 pm to 7 pm in S111.

UPCOMING EVENTS

Office of Academic Affairs

- The Newly Tenured Faculty and Certificate of Continuous Employment (CCE) will be celebrated at a reception sponsored by the Office of Academic Affairs on a new date Tuesday, April 4, at 4:30 p.m. in the Oakland Dining Room. Twenty-three colleagues from 9 academic departments will be honored as awardees of tenure/CCE. They are Dr. Rose-Marie Aikas, Dr. Bjorn Berkhout, Dr. Naydu Carmona, Mr. Steven Cheng, Ms. Danielle Cifone, Dr. Steven Dahlke, Dr. Sunil Dehipawala, Professor Leslie Francis, Dr. Eva Goldhammer, Professor Stephen Hammel, Ms. Ruchel Hammer, Ms. Li Xu Li, Dr. Anissa Moody, Mr. Marlon Moreno, Dr. Gheorghe Proteasa, Mr. Terence Rohan, Dr. Julia Rothenberg, Dr. Andrea Salis, Mr. Kenneth Schmidt, Dr. Jed Shahar, Dr. Howard Sporn, Dr. Kostas Stroumbakis, Dr. James Timbilla.
- The Campus Conversation sponsored by the Office of Academic Affairs will be held on Wednesday, April 5, 2017 at 4:30 pm in the Oakland Dining Room. The topic of the Campus Conversation will be focused on the Middle States Reaccreditation: Preparing the Campus for the Self-Study Process.

Institutional Advancement

Art Gallery

- At the **QCC Art Gallery**, **Rewoven: Innovative Fiber Art** will continue to be on exhibit until Sunday, June 17, 2017. This exhibit is an international collaboration between the QCC Art Gallery, the Kaohsiung Museum of Fine Arts in Taiwan, and the Godwin Ternbach Museum at Queens College.
- The Department of Art and Design's ninth annual **Juried Student Exhibition** will be featured at the **QCC Art Gallery from Thursday, May 11th through Wednesday, June 20th**. This exhibit features select works from Queensborough Community College's students who are majoring in various Art and Design mediums.

KHC

- At the **Kupferberg Holocaust Center**, **The Jacket from Dachau: One Survivor's Search for Justice, Identity, and Home** will continue to be on view **through June, 2017**. This original exhibition tells the story of Holocaust survival, chance encounters, and how a single artifact can weave a narrative of justice, identity, and a search for home. The exhibit was co-curated by Cary Lane, Ph.D., the KHC 2016-2017 Curator-

in-Residence and assistant professor of English at Queensborough Community College. Please contact the Center to arrange a tour of the exhibit for your classes.

- **KHC Cinema Series this Spring** includes screenings of various films pertaining to the Holocaust, Genocide, and human rights. You are invited to attend the screening of **Woman in Gold (2015)** on **Wednesday, May 10th, 2017 at 12:10 p.m.** which chronicles the famous lawsuit to recover renowned artist Gustave Klimt's "Portrait of Adele Bloch-Bauer," which was seized by the Nazis during World War II.
- **On Sunday, April 23rd at 1:00 p.m.,** the KHC presents our **Annual Yom HaShoah Commemoration** to honor the victims of the Holocaust. This year, the KHC will also host a special discussion on the state of antisemitism today.
- **The KHC** continues the **2016-17 Colloquia** awarded to QCC Faculty Coordinators: **Dr. Aliza Atik (English), Dr. Kathleen Alves (English), and Dr. Mirna Lekic (Music).** This year's theme is **Fleeing Genocide: Displacement, Exile and the Refugee.** The seventh event, **Echoes of Exile** will take place on **Thursday, April 20th, 2017 at 7:00 p.m.** A performance of musical testimonies of resistance, remembrance and exile, featuring QCC music faculty, Ensemble 365 and the QCC Jazz Ensemble. The eighth and final event, **Girlhood, Displacement, and Resistance during the Japanese Occupation** will take place on **Wednesday, May 3rd, 2017 at 12:10 p.m.** Dr. Kathleen Alves, Assistant Professor of English at Queensborough will address displacement, victimhood, survival, and resistance through the girlhood narratives of her family's flight from persecution during the Japanese occupation of the Philippines.

2017 Partners for Progress Gala

The 2017 Partners of the Year will be Thursday, April 27th. It is not too late to buy tickets for yourselves, underwrite a ticket for a student, or contribute. Funds raised at the Annual Gala are used to support student success.

The Honorees are:

- **Thomas Chen**, Founder, President, and CEO of Crystal Window & Door Systems, Ltd., is the *Art Gallery Partner of the Year*. Thomas is committed to establishing an endowment for the preservation of the QCC Art Gallery's permanent collection.
- **Professor Emeritus Jackson and Mrs. Muriel Lum**, our *Community Partners of the Year*, have made a major gift to the Port of Entry program in honor of Jackson's parents. They strongly believe in the power of education to advance in life and to be able to successfully compete in the workforce.
- **Benjamin L. Schwartz** is President and CEO of Metropolitan Property Services, Inc., a full-service, multi-family property management firm in Queens and the *Kupferberg Holocaust Center Partner of the Year*. Ben attended a continuing education course at Queensborough many years ago and is an advocate of higher education.

QPAC

- **In the Mood** will be returning to QPAC on **Saturday, April 8th at 3:00 p.m.** Much more than a concert, **In the Mood** presents a retro 1940's musical featuring singers and dancers, and the sensational **String of Pearls Big Band Orchestra**.
- **On Sunday, April 23rd at 3:00 p.m.**, an “all-in” interactive art and music experience will be live on the QPAC stage. **ARTRAGEOUS** is a creative celebration of the arts. Singers and dancers perform the music of Ray Charles, John Lennon, Frank Sinatra and many others, while paint jumps to life unveiling larger than life art in just minutes! Following the show there will be an auction to purchase the original art created live on stage. 100% from the sale of the auctioned artwork will be donated to the QCC Fund, Inc. to benefit the programs and activities of QPAC.
- **On Wednesday, April 26th, Thursday, April 27th, and Friday, April 28th at 10:30 a.m.**, the Children's Book Club and Performance Series will continue with **The Paper Bag Players** in their new show, **Trip to the Moon**, for children ages 3 to 8.
- **On Sunday, April 30th at 3:00 p.m.**, Broadway legend, **Maurice Hines**, will tap us through his incredible career in show business in this song and dance celebration **Tappin' through Life**. Backed by **The Diva Jazz Orchestra**, an all-female band, and sharing the stage with his protégés, **The Manzari Brothers**, this infectious showman is pulling out all the stops to put a smile on your face and dance away with your heart.
- **On Sunday, May 7th at 3:00 p.m.**, **Vanessa Williams** will be **Live in Concert**. She is one of the most respected and multi-faceted performers in the entertainment industry today.

Student Affairs

- Student Government Elections will be taking place *Wednesday, March 29th* – *Wednesday, April 5th* in the lobby area of the Administration Building. Please encourage students to make their voices heard and cast their ballots for the 2017 SGA Executive Board. For more information, interested students can contact the Office of Student Activities at 718-631-6233 or visit their office located in the Student Union Building, Lower Level.
- On *Thursday, April 6th*, the Office of Career Services will be hosting its annual *Etiquette in Action: A Business Dining Experience*. Interested students must apply in person at the Office of Career Services, located in Library Building -Room 429 by

March 31st. For additional information, please visit <http://www.qcc.cuny.edu/careerServices/etiquette.html>.

- Queensborough's 56th Commencement Ceremony will be held on Friday morning, **June 2, 2017**. This year, our grand marshal is Professor Georgia McGill. The academic procession will be led by Dr. Regina Rochford (Faculty Marshal) and Mr. Joseph Labozzetta (HEO marshal). Professor James Nichols will lead the AA candidates, Dr. James Timbilla will lead the AS candidates, and Professor Carol Soto will lead the AAS candidates. Faculty members and HEOs are encouraged to participate in this event, which is so very meaningful to our graduates and their families. Those participating in the commencement ceremony may order their academic attire through the QCC Commencement Webpage at <http://www.qcc.cuny.edu/commencement/>. **The deadline for ordering academic attire is Monday, May 1st!**
- The *Asian Cultural Festival* will take place on *Wednesday, May 3rd in the Student Union Lounge*. At the event, attendees will be immersed into the art Asian culture which will include performances featuring Chinese Instrumental Music, Chinese Folk Dances, Indian Dances, Korean Folk Dance and a Martial Arts Demonstration. In addition, there will be Chinese and Korean cuisine for all at the event to experience.

**Queensborough Community College
Steering Committee Report
April 4, 2017**

All positions in the QCC Academic Senate and its committees are currently filled. Last March 20th, the Committee on Committees (COC) announced the results of the election for membership in the Academic Senate. Congratulations to all the incoming Senators who will be joining this body in May and our thanks and gratitude go to all the outgoing Senators for their efforts and support.

At today's meeting, as per the Senate Bylaws, the COC will be presenting for approval by the full Senate its slate of appointments to Senate Committees for the 2017-18 academic year.

The Lucille A. Bova Food Pantry continues to expand its outreach, and the Steering Committee would like to call your attention to the report of the of the Subcommittee on Food Insecurity included in this month's Senate materials. It remains the intent of the Steering Committee, following the approval of the Bylaws Committee, to submit a resolution for approval of the full Senate to upgrade this subcommittee to the status of a full standing committee.

The Senate Committee on Academic Development/ Elective Academic Programs has been charged with reviewing, evaluating, and reporting to the Academic Senate on the current system of Student Evaluation of Faculty. Minor modifications have been made to the proposed survey and the committee is moving forward and sending it out.

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

Report to the Academic Senate

March 27th, 2017

From: Prof. Christine Mooney, Chairperson of the Committee on Committees

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

Monthly Report of the Committee on Committees for March 2017

I. Academic Senate Roster

There were no changes to the membership of the Academic Senate in March 2017.

II. Standing Committees of the Academic Senate

There were no changes to the membership of the Standing Committees in March 2017. The Committee on Ceremonial Occasions has three vacancies. Those vacancies will be filled by the COC based upon those individuals who volunteered for service during the February selection period.

III. Senate Elections

As detailed in the February 2017 report, nominating petitions were distributed to faculty and staff for the election of new Faculty Members-at-Large. The Senate consists of 41 Faculty Members-at-Large and 2 CLT Members-at-Large. 17 Faculty were nominated for 14 positions, all of which will run through April 2020. 9 of 17 faculty candidates provided personal statements, which Joel Kuszai posted on the website. The election was conducted online from Monday, March 6th through Monday March 20th at 5 pm. The online system was managed by Jeffrey Schwartz (Senate Technology Officer) with assistance from Raj Vaswani (Information Technology).

The results of the Senate elections are tabulated below:

Current Senators who were re-elected (9): Belle Birchfield, Barbara Blake-Campbell, Georgina Colalillo, Wilma Fletcher-Anthony, Kelly Ford, Andrea Salis, Jeffrey Schwartz, Julian Stark, Jannette Urciuoli

Current Senators who were not re-elected (2): Simran Kaur, Anthony Kolios

Current Senators who did not run for re-election (3): Joan Dupre, Amy Traver, Eileen White

New Senators (5): Steven Dahlke, Larisa Honey, Sebastian Murolo, Kenneth Pearl, Joan Petersen

FACULTY MEMBER-AT-LARGE CANDIDATES

Rank	Candidate	Votes	%	
1	Andrea Salis, Health,	152	57.58	reelected
2	Barbara Blake-Campb	146	55.3	reelected
3	Steven Dahlke, Music	144	54.55	newly elected
4	Jannette Urciuoli, Co	140	53.03	reelected
5	Wilma Fletcher-Antho	131	49.62	reelected
6	Belle Birchfield, Engi	124	46.97	reelected
6	Julian Stark, Biologic	124	46.97	reelected
8	Kelly Ford, Business	122	46.21	reelected
8	Jeffrey Schwartz, Eng	122	46.21	reelected
10	Georgina Colalillo, Nu	121	45.83	reelected
10	Larisa Honey, Social	121	45.83	newly elected
12	Joan Petersen, Biolog	120	45.45	newly elected
13	Simran Kaur, Biologic	110	41.67	not elected, dept. at maximum
14	Sebastian Murolo, Bu	100	37.88	newly elected
15	Anthony Kolios, Busin	97	36.74	not elected, dept. at maximum
16	Kenneth Pearl, Histor	94	35.61	newly elected
17	Frank Jacob, History	82	31.06	not elected

IV. Nominations to Standing Committees of the Academic Senate

Faculty and HEOs were invited to select the committees on which they would prefer to serve via an online system that was available from Feb. 9 through Feb. 22. The database was managed by Raj Vaswani and the list of eligible instructional staff was assembled by Debra DiBattista (Human Resources and Labor Relations). At least two reminder emails were sent out during the selection period. 129 members of the instructional staff indicated their committee preferences. There are a total of 129 committee seats and 40 open positions. The ballots were prepared by the COC and sent to the instructional staff on March 21st, two weeks before the April 4th meeting of the Academic Senate.

Respectfully submitted,

Christine Mooney

Christine Mooney, Esq.

Chairperson, Committee on Committees

MARCH 2017 MONTHLY REPORT - COMMITTEE ON CURRICULUM

To: Peter Bales, Academic Senate Steering Committee
From: Lorena B. Ellis, Chairperson, Committee on Curriculum
Date: March 27, 2017
Subject: March Monthly Report for the April, 2017 Senate
CC: College Archives (CWilliams@qcc.cuny.edu)

The Committee on Curriculum has voted to send the following recommendations to the Academic Senate:

2 Course revisions

1. Course Revision

DEPARTMENT OF HISTORY
Departmental approval February, 28, 2017

FROM

(title and course description revision)

HIST 193 ~~Introduction to the History of Borderlands~~
3 class hours 3 credits
Pre-requisite and Co-Requisite ENGL101

Course description:

Borderlands are areas where nation states meet one another. There are many borderlands the world over, and many of them share similar problems and challenges for their respective governments. ~~In this class, we will see how there is a common trajectory to borderlands histories, since they are all by definition frontier zones and they often elude state surveillance. Such highly diverse actors as cattle rustlers, Indians, runaway slaves, grasping caudillos, and drug runners appear often in borderlands histories. We will compare the history of borderlands across Latin America and pay particular attention to the border separating Latin American and U.S. space. The U.S./Mexico borderlands—as they are the most familiar and well-researched of contemporary global borderlands—will figure prominently in the course~~

TO:

HIST 193 The History of the U.S.-Mexico Borderlands in Perspective
3 class hours 3 credits
Pre-requisite and Co-Requisite ENGL101

Course description:

Borderlands are areas where nation states meet one another. There are many borderlands the world over, and many of them share similar problems and challenges for their respective governments. Since they are all by definition frontier zones and they often elude state surveillance, such highly diverse actors as cattle rustlers, Indians, runaway slaves, grasping caudillos, and drug runners appear often in borderlands histories. In this class, we will compare the history of borderlands across Latin America and pay particular attention to the U.S.-Mexico border. Through examining secondary texts, official government documents, and even the songs and stories authored by border people themselves, we will unravel the immensely complicated and troubled history of these borderlands.

Rationale:

This class needed to be clarified in both its description and title. For this reason, the description was changed to more accurately reflect how the main topic of this class is the border between the United States and Mexico. There are numerous reasons to justify this focus. The centrality of the U.S.-Mexico border to current political debate makes this a particularly relevant topic. This course will also introduce students to the much lesser-known Mexican side of this history, which will sharpen their global awareness. This class will give students a critical vocabulary to discuss a contemporary issue of utmost importance.

DEPARTMENT OF ENGINEERING TECHNOLOGY

Departmental approval date January 26, 2017.

FROM:

ET230 Telecommunications I

3 class hour, 3 laboratory hours, 4 credits

Pre-requisite: ~~ET-220~~

Co-requisite: None

Course description:

The theory and principles of modern electronic telecommunications devices, including telephones, wire-line and optical communications links, radio, television, radar, and digital communications. Includes the generation of signals, modulation and demodulation methods, receivers and transmitters, transmission lines and antennas. Laboratory hours complement class work.

TO:

ET230 Telecommunications I

3 class hour, 3 laboratory hours, 4 credits

Pre-requisite: ET-210

Co-requisite: None

Course description:

The theory and principles of modern electronic telecommunications devices, including telephones, wire-line and optical communications links, radio, television, radar, and digital communications. Includes the generation of signals, modulation and demodulation methods, receivers and transmitters, transmission lines and antennas. Laboratory hours complement class work.

Rationale:

The current prerequisite, ET-220, has not been in the TC curriculum for many years. The proposed revisions of ET110 to include AC concepts and of ET-210 to include operational amplifiers will appropriately support students to take ET-230.

**Queensborough Community College, CUNY
Academic Senate**

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

Fr: Emily S. Tai, Chair, Subcommittee on Food Insecurity

Date: March 28, 2017

Subject: Report of the Committee on Food Insecurity

As of this writing, the Resolution to create a standing Committee of the Academic Senate on Food Insecurity remains under consideration by members of the Committee on Bylaws, and the Committee continues to function as a Subcommittee of the Steering Committee of the Academic Senate.

We remind following schedule is being established for the Lucille A Bova Food Pantry for Spring, 2017:

Mondays:

Dr. Amy Traver, 2-3 PM

Professor Elizabeth Di Giorgio 5-6 P.M.

Tuesdays

Dr. Sharon Ellerton, 1:30-2:30 P.M.

Dr. Leah Anderst 4-5 PM

Wednesdays

Dr. Emily Tai available by appointment, etai@qcc.cuny.edu, between 2PM-5 PM, and 9 PM-11 PM

Thursdays

Professor John Gilleaudeau, 2-4 P.M.

Professor Peter Bales, 4-5 PM

Fridays

Dr. Susan Jacobowitz, 2-3 PM

Dr. Annisa Moody, 3-4 PM

All student requests may also be sent to the new food pantry email address:

LucilleABovaFoodPanty@qcc.cuny.edu or to etai@qcc.cuny.edu

The Pantry is stocked with non-perishable foodstuffs, particularly canned vegetables, fruits, soups, and protein items (beans; tuna, chicken, ravioli), etc., with pop-open cans preferred; pasta and sauce; breakfast cereal; non-perishable soy and almond milk; healthy snacks (sunflower butter; peanut butter; seaweed, granola bars, applesauce); and personal hygiene items

(toothpaste, soap, etc.). Our expanded hours during the Spring semester have allowed us to serve more students; as of this writing, we have been seeing approximately 20-40 students per week. Staff at the Single Stop Office, who refer many of these students, have indicated that the pantry is particularly helpful to students who need benefits, but fall slightly over the threshold of eligibility. Hardships discussed have included job loss; housing insecurity and homelessness; hardships related to undocumented status; injured/disabled/ unemployed parents; lack of expected funding, and malnutrition. Some students are taking things for themselves; others are trying to feed entire families. Additional items we have tried to stock include diapers, baby food, and baby formula.

The Subcommittee's Service-Learning Faculty Partners for the Spring, 2017 semester, are:

Dr. Lana Zinger (Health, Physical Education, and Dance)

Dr. Christine Mooney (Business)

Dr. Sharon Ellerton (Biology)

Professor Elizabeth Di Giorgio (Art and Design)

Professor Emily Tai (History)

Dr. Zinger's students have been promoting food pantry resources, and reviewing food pantry donations and removing expired cans. In addition, they will be participating in two events, promoting Health and Nutrition, scheduled for this spring:

- The Wellness Festival on **Wednesday, April 5**, from noon- 2PM, at which Dr. Zinger's students will distribute information about the Food Pantry and proper nutrition;
- Healthy Living Day, scheduled for **Wednesday, May 3**, from noon-2 PM, at which faculty involved in the Subcommittee on Food Insecurity will be disseminating information on Food Insecurity

As of this writing, "drop off points" for the Food Drive remain at:

Schmeller Library Entrance (second floor);

Medical Arts 02 (the Health Office)

Medical Arts 213 (the Biology Department)

Medical Arts 326

Medical Arts 413

Science 448A

W-110 (the ASAP Building)

C Building, adjacent to Room 105 (the Office of the Department of Art and Design)

We would like to take this opportunity to extend special thanks to the many anonymous and named donors (listed below) who have been donating to our ongoing “Spring Ahead” Food Drive:

President Diane Call

Vice-President Stephen Di Dio, Mr. David Moretti, and Mr. Tony Gamino, who have been extremely helpful in promoting our Spring Ahead Food Drive with electronic flyers and signage);

Vice-President Michel Hodge

Mr. Renald Pierre-Charles

Dr. Lana Zinger, Dr. Andrea Salis, Dr. Young Kim, and members of the Department of Health, Physical Education and Dance

Dr. Susan Jacobowitz and faculty of the Department of English

Dr. Jiliani Warsi

Dr. Margot Edlin

Director Jeanne Galvin and the Faculty of Schmeller Library

Dr. Trikartikaningsih Byas and the Muslim Student Association

Professor Marlon Moreno and the Affiliates of the American Chemical Society

Dr. Peter Novick and the members of the STEM Research Club,

Dr. Paris Svoronos and the members of the Chemistry Club,

Dr. Patricia Schneider and the members of the Biology Club

Dr. Mangala Tawde and the members of the Environmental Sustainability Club

Father Anthony Rosado and the members of the Newman Club,

Mr. Simon Ulubabov and Ms. Isabel Hocevar and the members of the Health Club

Dr. Lawrence Bentley, Dr. Alexandra Tarasko, and the Nursing Students Association

Ms. Maria-Francesca Berrouet and the members of the Haitian Club

Mr. Lawrence D. Nelson and the members of the Ally LGBTQ Club

Denver Roopchansingh and the members of the Military and Student Veterans Club

Drs. Kimberly Riegel and Anuradha Srivastava the members of the Women in Science Clu

Professor Maria Mercedes Franco and the members of SACNAS QCC

Dr. Jun Shin and the members of the Korean Club

Ms. Amawati Gonesh and her colleagues at Single Stop

Ms. Michele McLoughlin

Ms. Melissa Brito

Ms. Grace Magee and Queensborough’s NYPIRG chapter

Ms. Gail Patterson and the faculty and students of the Health Related Sciences (HRS) Academy

Ms. Ellen Turner (Health Related Sciences Academy Administrative Assistant)

Faculty of the Department of Biology

Faculty of the Department of Social Sciences

Dr. Jonathan Cornick

Dr. Leah Anderst
Professor Elizabeth Di Giorgio
Dr. Nalini Sukhdeo
Dr. Dorith Brodbar
Dr. Annisa Moody
Dr. Christine Mooney
Dr. Philip Pecorino
Professor John Gilleaudeau
Dr. Amy Traver
Dr. Lana Zinger
Dr. Christine Mooney
Dr. Sharon Ellerton
Ms. Victoria O’Shea and the ASAP Club
Mr. Lawrence Nelson and the members of the Ally LBGTQ Club
Mr. Samuel Griffiths
Mr. Amir Moalemzadeh, Mr. Haris Khan and the Queensborough Student Association
Ms. Nicole Archie (PTK-member-at-large, who assisted at the Valentine’s Day Fling, which collected over five bags of food for the pantry on February 16, 2017)
Ms. Julie Leong, Lambda Sigma PTK President
Ms. Xiaofang Yu
Mr. Daniel Gamarra-Muñoz, Lambda Sigma PTK Vice President
Ms. Gisella Snailer, Lambda Sigma PTK Senator
Ms. Jennifer Kary Arenas
Ms. Virginia Villadiego

As of this writing, the “Spring Ahead Food Drive” is still in progress, sponsored by the following campus organizations:

- Schmeller Library Faculty
- Student Health Club
- Queensborough Academy for Health Related Sciences
- NYPIRG
- College Discovery Club
- The Korean Club
- Affiliates of the American Chemical Society

- The Women in Science Club
- The Chemistry Club
- The Newman Club
- SACNAS QCC Chapter
- The Environmental Sustainability Club
- The Criminal Justice Academy
- The Biology Club
- The STEM Research Club
- The Haitian Club
- The ASAP Club
- The Muslim Student Association
- Ally LBGTQ Club
- Queensborough Student Association
- Queensborough Military and Student Veterans Club

On Wednesday, March 15, 2017, members of the Subcommittee on Food Insecurity met between 1-2 PM in Science 223. The principal agenda for this meeting was the committee's consideration of proposals that would enable faculty who prefer to donate money to restock the Lucille A Bova Food Pantry rather than food to do so.

As of this writing, two proposals are under consideration:

- I. From the Faculty Executive Committee (as presented by Dr. Philip Pecorino and Dr. Edmund Clingan, Chair and Parliamentarian, respectively, of the FEC, to members of the Subcommittee at the meeting of March 15:**

The Faculty Executive Committee (FEC) is pleased to report to the Subcommittee on Food Insecurity that the FEC is prepared to assist in the operation of the QCC Food Pantry. The FEC

would make available the use of its Faculty Fund to receive donations from faculty in support of the operation of the Food Pantry.

The FEC would then establish a protocol for issuing reimbursements to those who purchase quantities of food for the food pantry.

Were the Committee to accept our offer then we would expect the following to occur:

(1) The FEC and Subcommittee on Food Insecurity would announce that the FEC was now receiving donations via a check made out to the QCC FACULTY FUND (with a memo indicating that it is for the Food Pantry) and handed over to the FEC chairperson or Treasurer for deposit into the Faculty Fund.

(2) The FEC would keep a record of donations to this fund for the purpose of supporting the Food Pantry and of disbursements from that fund and circulate the record of funds received, disbursed and remaining balance at least once each semester to both the Subcommittee on Food Insecurity and to all faculty.

(3) A faculty member of the current committee operating the Food Pantry (and any successor committee) would be designated as a liaison to the FEC. That member would present to the FEC Treasurer the receipts, the reimbursement form, and name of the faculty member to receive the payment.

(4) When the requests for reimbursements are received by the FEC either the Treasurer or FEC chairperson would sign the reimbursement request forms and the QCC Office of Accounting would issue a check to the faculty member designated on the form to receive the payment and it would send notice to that faculty member to collect the check.

If these terms are acceptable to the Subcommittee on Food Insecurity, then we can proceed. If there are alterations desired in terms, please so inform us so we can quickly arrive at an agreement and can then proceed. There are faculty awaiting the opportunity to make donations.

Philip Pecorino on behalf of
The Faculty Executive Committee:

Edmund Clingan, Parliamentarian
Wilma Fletcher-Anthony, Secretary
David Humphries, Treasurer
Anthony Kolios, Webmaster
Jenny Maan Lin, Events Manager
Alicia Sinclair, Elections Officer
Philip A. Pecorino, Chairperson

Rationale and Support:

The FEC has respectfully indicated that this offered support for the Food Pantry Operation would be consistent with the Faculty By-Laws of Queensborough Community College, as per the following passages:

Article VII DUES AND CONTRIBUTIONS

7.1 The Faculty may establish a system of dues or contributions to provide a fund for the incidental expenses of the various committees of the Faculty and for carrying out of authorized projects.

7.2 Disbursements from such a fund shall be made by the Treasurer in accordance with appropriations made by the Faculty Executive Committee.

The FEC would be establishing a system for contributions (7.1) to the food pantry as an authorized project (by FEC vote, 2-28-17) along with running surveys and feeding faculty at our meetings and honoring our dead colleagues. And so “Disbursements from such a fund shall be made by the Treasurer in accordance with appropriations made by the Faculty Executive Committee” by article 7.2 as reimbursements for expenditures authorized by the subcommittee and certified by them.

In support of their proposal, the FEC also supplied links to the most recent findings related to the growing interest scholars and policy specialists have in the growth of Food Insecurity among college students, which built upon the 2011 research conducted by CUNY faculty at the School of Public Health:

<http://hechingerreport.org/study-half-community-college-students-struggle-afford-food-housing/>

II. An alternative would be if the Subcommittee were to seek status as a non-profit, as per the procedure outlined at the following sites:

<http://www1.nyc.gov/site/nonprofits/resources/starting-nonprofit.page>

<https://www.ny.gov/new-york-state-nonprofit-coordination-unit/how-form-nonprofit-organization-new-york-state>

https://www.dos.ny.gov/forms/corporations/1511-f-1_instructions.pdf

<https://www.dos.ny.gov/corps/nfpfaq.asp>

<http://www.dmlp.org/legal-guide/forming-nonprofit-corporation-new-York>

<http://www2.cuny.edu/research/research-compliance/conflict-of-interest/>

<https://www.guidestar.org/Articles.aspx?path=/rxa/news/articles/2003/fundraising-what-laws-apply.aspx>

<https://www.councilofnonprofits.org/tools-resources/fundraising>

The steps that would be needed, as currently understood, would be as follows:

- The drafting of bylaws, possibly referring to the existing bylaws of an Academic Food Pantry (members of the Subcommittee might reach out to our SUNY colleagues, at Nassau Community College to do this, as it is unclear, as of this writing, if other CUNY Food Pantries have taken this path);
- The establishment of a Board of Directors;
- The filing of a legal documents with the New York Department of State
- The establishment of an “Employer Identification Number” for tax & banking purposes;
- Application for Federal Tax Exemption status through the IRS
- Application for New York State Tax Exemption Status, as well;
- Registration with the Bureau of New York State Charities (this is would be a matter not only of establishing the charity name, but the license to solicit donations);
- Carry Insurance (as an independent non-for-profit);

- Insure that the organization meet annual fiscal audit requirements;
- Insure that the organization avoid Conflict of Interest issues as per New York State Law

There are also some secondary steps involved in registering the name of the non-profit, and soliciting licenses to solicit money for the charity or non-profit, that are enumerated at this site, a firm that assists with the process, for a fee of approximately \$1500.00:

<https://www.harborcompliance.com/information/how-to-start-a-non-profit-organization-in-new-york>

Members of the Sub-committee on Food Insecurity continue to welcome comments and suggestions on this matter.

Respectfully submitted,

Emily S. Tai

History/Vice-Chair, Steering Committee of the Academic Senate