

Agenda  
Academic Senate Meeting  
Date: Tuesday, February 13, 2018  
Time: 3:10 p.m.  
Location: Room M-136

I. Attendance

II. Consideration of the minutes from December 12, 2017 meeting (Attachment A)

III. Communications from:

- [CUNY Board of Trustees](#)
- President Diane B. Call (Attachment B)
- Senate Steering Committee Report (Attachment C)

IV. Election

- HEO Senator

V. Monthly Reports of the Committees of the Academic Senate

- Committee on Committees – Monthly Report for December 2016 and January 2017 (Attachment D)
- Committee on Curriculum – Monthly Report for February 2018 (Attachment E) — RESOLUTION
- Committee on Food Insecurity – Monthly Report for February 2018 (Attachment F)

VI. Old Business

- New Proposed General Education Outcomes (Attachment G) – RESOLUTION

VII. New Business

John Talbird, Secretary  
Academic Senate Steering Committee

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**Queensborough Community College  
The City University of New York**

**MINUTES  
of the December 12, 2017  
Academic Senate**

President Diane Call called the fourth regularly scheduled meeting of the Academic Senate to order at 3: 16 PM

**I. Attendance:**

66 votes were recorded at the time attendance was taken; 69 members of the Academic Senate were present during the meeting.

Absentees: Gilmar Visoni, Kip Montgomery, Georgina Colalillo, Shannon Kincaid, Kenneth Pearl, Joan Petersen, Pedro Irigoyen, Peter Irigoyen, Richard Tayson.

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

A motion was made, seconded, and adopted 68-0-0 to approve the November 14, 2017 minutes as presented (see [Attachment A of the December 12, 2017 Agenda](#)). Did not vote: Barbara Campbell-Blake.

**III. Communications from:**

**1. President Call**

President Call referred to her written report ([Attachment B of the December 12, 2017 Agenda](#).)

President Call lauded the Annual Conference on Undergraduate Research and celebrated the SGA's creation of a new study space for students. Recognized the upcoming retirement of George Muchita. Noted the teaching load reduction for faculty under the new contract.

**2. Senate Steering Committee Report**

Chair Dr. Joel Kuszai referred to the written report ([Attachment C of the December 12, 2017 Agenda](#)).

Noted upcoming election for HEO senator to fill George Muchita's position.

Dr. Kuszai wants to deal with the disagreements over the presentation of the minutes (should senators be anonymous or not) through the Bylaws Committee. This suggestions was supported by the SGA.

**IV. Monthly Reports of the Committees of the Academic Senate**

**1. Committee on Bylaws:** The Academic Senate received the Monthly Report for December 2017 ([Attachment D of the December 12, 2017 Agenda](#)).

**2. Committee on Curriculum:** The Academic Senate received the Monthly Report for November 2017 ([Attachment E of the December 12, 2017 Agenda](#)) and acted on the following items:

**1. Course Revision**

**DEPARTMENT of SPEECH COMMUNICATION AND THEATRE ARTS**

54 SP211 Speech Communication

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56 A motion was made, seconded, and adopted 68-0-0 to approve changes to SP211 in the  
57 Department of Speech Communication and Theatre Arts (See [Attachment E of the December 12,  
58 2017 Agenda](#)). Did not vote: Richard Yuster.

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## 60 2. Program Revision

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### 62 DEPARTMENT of ENGINEERING TECHNOLOGY

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64 Changes to the Internet and Information Technology A.A.S. Program (See [Attachment E of the December  
65 12, 2017 Agenda](#)).

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67 A motion was made, seconded, and adopted 68-0-0 to approve changes to the IIT Program in  
68 the Department of Engineering Technology (See [Attachment E of the December 12, 2017  
69 Agenda](#)). Did not vote: Richard Yuster.

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71 3. **Committee on Food Insecurity:** The Academic Senate received the monthly report for  
72 November 2017 (See [Attachment F of the December 12, 2017 Agenda](#)).

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### V74 Old Business

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76 None.

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### V78 New Business

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80 VP Timothy Lynch presented a report on General Education Outcomes. He presented a set of  
81 new General Education Outcomes for Senate consideration:

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83 “A robust general education is founded on the knowledge, concepts, methods and  
84 perspectives that students gain through study of many academic disciplines. These  
85 disciplinary studies stimulate intellectual inquiry, global awareness, and cultural and  
86 artistic appreciation: they equip students to make informed judgments and engage with  
87 life beyond the classroom. To that end, QCC promotes educational activities that allow  
88 students to demonstrate that they can:

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90 1. Communicate effectively in various forms

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92 2. Use analytical reasoning to identify issues or problems and evaluate evidence in order  
93 to make informed decisions.

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94 3. Reason quantitatively as required in various fields of interest and in everyday life

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95 4. Apply information management and digital technology skills useful for academic  
96 research and lifelong learning

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97 To support these institutional general education outcomes, the campus—through its  
98 programs—**may also assess** the ability of students to:

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100 A. Integrate knowledge and skills in the program of study

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102 B. Make ethical judgments while recognizing multiple perspectives, as appropriate in the  
103 program of study

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104 C. Work collaboratively to accomplish learning objectives.”

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105 The current General Education Outcomes can be see on the [QCC website](#).

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108 A **motion** was **made**, **seconded**, and **adopted 62-5-0** to postpone on whether or not to accept  
109 revised General Education Outcomes. Voted “no”: Anne Marie Menendez, Larisa Honey,  
110 Sebastian Murolo, Susan Jacobowitz, George Muchita. Did not vote: Reuvain Zahavy, Richard  
111 Yuster.

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113 The meeting was adjourned at 3:46 PM

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115 Respectfully Submitted,

116 John Talbird

117 Secretary, Steering Committee of the Academic Senate



## President's Report to the Academic Senate

February 13, 2018

### STUDENT AFFAIRS

#### Enrollment Management Update:

The College has concluded a busy spring enrollment cycle. As of February 2, we have enrolled 13,100\* students including 990 freshmen, 815 transfers and 945 readmits. Included in the freshmen cohort are 217 students who successfully completed the CUNY Start or CLIP programs.

New this cycle, advisement and workshop interventions were made available to first-time probation students **before the end of registration** in order to provide personal support and immediate course load adjustment prior to the start of the Spring cycle. The Office of Admissions is fully engaged on recruiting for Fall 2018, having already received our first group of freshmen applications for the Fall semester.

The Office of New Student Engagement hosted a successful *New Student Orientation* on Saturday, January 20<sup>th</sup> for incoming students and their families. Over 300 new students and their family members were introduced to the College, their respective Academy, faculty coordinators, and advisers. The Orientation Program featured small group sessions to encourage discussions between Advisers and students, and facilitate social interaction and connectedness among students. Orientation to the College concluded "Welcome Week" - - an exciting line-up of events and activities during the first week of classes designed to assist new students with getting acclimated to the campus and college life, including Academies Kick-offs events intended to introduce students to the advisement, curricular and co-curricular benefits of the Academy model.

#### Student Honors

- We congratulate QCC students Mr. Voon Sheng Tsoi and Mr. Makheni Jean-Pierre, who have been named to the Phi Theta Kappa All-New York Academic Team in recognition of their scholarly achievements while enrolled in a New York community college. I extend my thanks to Drs. Emily Tai, Paris Svoronos, and Regina Sullivan for their tireless work as advisors and mentors to the students in our Lambda Sigma Chapter of the Phi Theta Kappa International Honor Society.

**Student Resources:**

- Applications are now being accepted to run for positions in student government during the **2018 Student Government Elections**. To learn about all the benefits associated with Student Government, please e-mail Mr. Raymond Volel, Student Life Specialist, at [rvoel@qcc.cuny.edu](mailto:rvoel@qcc.cuny.edu), call the Office of Student Activities at (718) 631-6233, or visit their office in the Student Union – Lower Level. The deadline to pick up an application is Friday, March 9, 2018.
- Emergency funding is available to students who face a financial crisis that puts at risk their continued enrollment toward a degree. **The Carroll and Milton Petrie Foundation** funds provide one-time, emergency grants to students in good academic standing with short-term financial emergencies to enable them to remain in school. Please refer students to Ms. Amawati Gonesh, Single Stop Administrator, via e-mail at [AGonesh@qcc.cuny.edu](mailto:AGonesh@qcc.cuny.edu). For additional information, visit [www.qcc.cuny.edu/scholarships](http://www.qcc.cuny.edu/scholarships).
- Beginning Wednesday, February 7<sup>th</sup> through Tuesday, April 17, 2018, the Office of Single Stop will provide **Free Tax Preparation** for QCC students and their families in the Student Union Building, Upper Level. For further information, please visit <http://www.qcc.cuny.edu/singlestop/>.
- The **2018 Abbey Duncan Brownfield Scholarship Program** is now accepting applications. The program provides financial support to students pursuing careers in the brownfield industry in New York City. Please visit <https://nycbrownfieldpartnership.org/programs/abbey-duncan-brownfield-scholarship-program/> for full program details.
- The **New York State Transfer and Articulation Association (NYSTAA) Scholarship** is available for students who anticipate they will complete their degree by August 2018 and enroll in a select four-year university for Fall 2018. For full details, visit <http://www.nystaa.org/transfer-scholarship/>.
- The **2018 David A. Garfinkel Essay Contest** for CUNY Community College Students is now open and accepting submissions. This year's theme is "*Stolen Art: From The Holocaust To The Present - Role of The Courts in Restoring Cultural Objects to their Rightful Owners*"! Full contest details, including requirements and submission deadline, can be found online at [www.nycourts.gov/history/garfinkel-rules.html](http://www.nycourts.gov/history/garfinkel-rules.html).
- CUNY continues its partnership with **The Dream. US Scholarship Program** to offers scholarships to highly motivated undocumented students who entered the United States as minors under the Deferred Action for Childhood Arrivals (DACA) or Temporary Protect Status (TPS), and who, without financial assistance, cannot afford a college education. The

application period will close on March 1, 2018. Please refer students to apply online at <http://www.thedream.us>.

## **ACADEMIC AFFAIRS**

### **CUNY Summit:**

- On Thursday, January 18, and Friday, January 19, 2018, Academic and Student Affairs representatives attended CUNY Summit on Academic Momentum at Lehman College.

### **Middle States Self-Study:**

- The self-study process continues. Led by the three executive co-chairs—Dr. Antonella Ansani, Dean Arthur Corradetti, and Prof. Kelly Ford—seven working groups are each assigned with developing a chapter of the self-study report, each chapter devoted to one of the seven Middle States standards. Each working group has submitted a draft outline of its chapter and has received feedback from the executive co-chairs. Each working group is now proceeding with the development of the chapter itself. A draft will be due in March for review and feedback. All final drafts of the chapters will be completed and submitted by early June. This is a considerable institutional effort: over one hundred faculty and staff members are participating.

### **Faculty Honors:**

- This year’s QCC Faculty Excellence Award for Excellence goes to Dr. Sharon Lall-Ramnarine. Every two years, the QCC Faculty Excellence Award recognizes tenured faculty who have demonstrated a sustained and distinguished record of scholarship or creative performance, evidenced by publications, professional presentations, and/or creative works.

### **Academic Momentum Plan:**

In our efforts to fulfill Queensborough’s goal of supporting the Academic Momentum Plan, the following two initiatives were implemented during the 2018 Winter Session:

- **STEM Waiver**  
For the 2018 Winter Session, we approved 313 courses for the STEM Waiver, which represents approximately \$167,000 in tuition fees. The balance of the funds will be spent during the Summer 2018 Session.
- **Milestone Scholarship**  
Queensborough continued to help students reach their “thirty-credit milestone” by granting Winter Session 2018 scholarships. 30 scholarships were awarded, representing roughly \$15,000 in Milestone Scholarship funds.

### **Open Educational Resources (OER) Initiatives -- Mid-Year Report:**

The campus can report significant progress on its recently awarded Open educational Resources (OER) grant. The Department of Mathematics and Computer Sciences was able to offer 60 sections of five courses, serving nearly 1700 students in the process. Similar efforts by the department over Winter and Spring sessions are anticipated to result in another 57

sections. All told, we believe this will result in a total estimated savings in textbook replacement costs of roughly a **quarter million dollars** for our students, while also providing professional development opportunities for faculty and staff.”

## **PRE-COLLEGE, CONTINUING EDUCATION AND WORKFORCE DEVELOPMENT**

### **BTECH Update**

- BTECH students will attend career workshops on resume writing in February and 9<sup>th</sup> and 10<sup>th</sup> grade students will visit SAP’s Hudson Yard for a site visit. Spirit Week at the high school occurs next week and an Honors Student dinner on the 8th. The fourth 10<sup>th</sup> grade student cohort begins on campus this spring with students enrolled in Speech 211.

### **Grants Update:**

#### Grants Awarded 12/1/17 – 1/25/18

- CUNY Office of Academic Affairs: \$127,890.00, Timothy Lynch, Proposals to Improve Developmental Education in FY 2017-2018.
- CUNY Faculty Fellowship Publication Program (FFPP): \$3,654.00, Celia Sporer, Stress Coping and Burnout in Emergency Medical Service Providers.
- CUNY Faculty Fellowship Publication Program (FFPP): \$3,654.00, Tim Keogh, *Suburbs in Black and White: How Jobs Created Inequality in Affluent America*
- CUNY Faculty Fellowship Publication Program (FFPP): \$3,654.00, Robin Ford, Treacherous Spaces: Critical Pedagogies and College Composition – A Critical Autoethnography.
- CUNY Research in the Classroom Idea grant: \$7,500.00, Anuradha Srivastava, *A Comparative Study of Prevalence and Exposure to Genetically Modified Organic and Non-Organic Corn and Soybean in New York State.*
- CUNY Advanced Science Research Center: \$6,000.00, Tirandai Hemraj-Benny, *Ionic Liquid-Single-Walled Carbon Nanotube Based Electrolytes for Dye-Sensitized Solar Cell Applications.*
- Service Employees International Union (SEIU) District 1199: \$65,953.00, Jeffrey Chen, *MOA Training at St. John’s Episcopal Hospital.*

## **FACILITIES UPDATE**

During the Spring 2018 semester, there will be a number of facility upgrade projects underway, including the following capital and college projects:

- The Medical Arts and Science Building and Administration Building roofs have been replaced under the funding from New Year State and City Capital allocations. Our thanks go to all faculty, staff and students who patiently endured periods of noise and disruption while this critical project was completed.
- Parking Lot #2 on Cloverdale was fully restored for student use at the start of the Spring semester.



- The Campus Electrical upgrade continues on schedule with work continuing throughout 2018 as the contractors focus on completing the new electrical sub-station on 56th Avenue.
- The Grant Funded Administration Building lobby renovation is in its final stages as the Bursar’s office is reconfigured to create a more productive environment and private spaces for financial consultation with students and family.
- Engineering Technology classroom T-24 was upgraded to meet Cyber Security course requirements.

## **HUMAN RESOURCES AND LABOR RELATIONS**

### **New Faculty:**

Please join me in welcoming our **newest faculty** members to the Queensborough Community College family:

Dr. Jaspal Lin, Dr. Sarbani Ghoshal, Dr. Sanjay Koul, Dr. Rochelle Nelson, Dr. Alfred McDonald, Dr. Melida Sanchez , Dr. Supriya Karudapuram, and Ms. Angelita Pierre-Noel.

### **Retirees:**

We would also like to acknowledge and thank retiring faculty members:

Dr. Shele Bannon, Dr. Sandy Peskin, Dr. Roza Rusinek, Dr. Richard Perrotto, for their excellent years of service.

## **UPCOMING EVENTS:**

### **Faculty Workshops:**

- ❖ What you need to know when applying to the rank of full professor - **February 7, (2 -3:30 p.m. - Oakland Dining Room)**
- ❖ Promotion and Tenure for Mid-Career Faculty - **February 14, (2 - 3:30 p. m. - Oakland Dining Room).**
- ❖ Practice Sessions for Full Professor – **February 9, February 16, February 21 (2-4 p.m. - President's Conference Room, A-502D.**
- ❖ General Information on Reappointment and Tenure Processes for Assistant Professors - **February 28, (2 - 3:30 p.m. - KHRC Classroom, 2nd Floor).**
- ❖ Opportunities for Service to the College and Opportunities and Programs at QCC and CUNY - **March 7, (2 - 3:30 p.m. - Oakland Dining Room).**

### **Assessment Institute:**

- The Spring 2018 Assessment Institute, which takes place on **February 9, 16, and 23 and March 9 from 12:00 noon to 2:00 p.m.**, provides guidance, resources, and support for the development and implementation of an assessment report on student learning outcomes. Faculty participants develop an assessment plan, implement the assessment, and complete a report that includes findings and recommendations. So far, since its inception five years ago, 155 of your colleagues have participated in and completed the institute.

### **Center for Teaching and Learning (CETL):**

- The complete **Spring 2018 calendar** of faculty development events from CETL and the Office of Educational Technology is available on the College website. Please note that **Academic Service-Learning Project Intent forms** are due on **February 16th, and that a workshop will be offered on Avoiding Predatory Publishers on February 23rd, from 10am - 12pm.**

#### **Faculty Honors/Awards:**

- The Newly Tenured Faculty Reception and the QCC Faculty Excellence Awards will take place on **Tuesday, March 13, at 4:30 p.m.** in the Oakland Dining Room. This year's reception will recognize 22 members of the faculty and staff who were recently awarded Tenure or a Certificate of Continuous Employment.

#### **Student Events:**

- On **Tuesday, February 13<sup>th</sup>** in the **Student Union Lounge**, the QCC Student Government will be hosting the Black Inventions Exhibit (BIE). This is a multimedia presentation which pays tribute to Black inventors and innovators. The exhibit reveals many surprising facts, and highlights the accomplishments of Blacks in the fields of science, aerospace communication, health care, agriculture, transportation and engineering. The aim of BIE is not only to give credit to the inventors, but to inspire others to believe that anything is possible. Over 150 authentic artifacts are represented in the collection and include: Patent designs, personal letters, rare photographs, brief biographies of Black American inventors and video documentaries.
- The Office of Career Services will host the **QCC Job Fair** on **Wednesday, March 28<sup>th</sup>** in the Student Union Lounge at 12:00 pm. The fair which will serve as a conduit for students to meet with potential employers from a wide variety of sectors including business, non-profits, healthcare, and government.

#### **Art Gallery:**

- The **QCC Art Gallery's** latest exhibit entitled **Juried Student Exhibition: Department of Art & Design** will open on **Thursday, March 8, 2018 with a reception from 5:00 p.m. – 8:00 p.m.** This exhibit will run through **Thursday, April 19, 2018.** The Juried Student Exhibition displays a broad range of talent from the students currently pursuing their artistic aspirations here at Queensborough Community College. This is the 10<sup>th</sup> annual student exhibition held in the QCC Art Gallery.

#### **Kupferberg Holocaust Center:**

- **Conspiracy of Goodness: How French Protestants Rescued Thousands of Jews During WWII** is currently on view at the KHC. This exhibit presents the story of how an isolated Huguenot community in the Haute-Loire region of France saved approximately 3,500 Jews from Nazi Germany and the Vichy regime. Farmers of Le Chambon-sur-Lignon and the surrounding villages joined together to conceal, rescue, and provide false documentation for Jews and French Resistance fighters at great risk to their own lives.

- As part of the **KHC 2017-2018 Cinema Series**, the Center will be showing the film **Denial** on **Wednesday, February 21, 2018 at 12:10 p.m.** This film is based on the acclaimed book *History on Trial: My Day in Court with a Holocaust Denier*, which recounts Deborah E. Lipstadt's legal battle for historical truth against David Irving who accused her of libel when she declared him a Holocaust denier. Deborah Lipstadt and her legal team work to prove the essential truth that the Holocaust occurred, despite David Irving's claims that the Holocaust did not happen.
- **The KHC/NEH 2017-2018 Colloquium Series, Complicity & Collaboration During the Holocaust**, is led by **KHC 2017-2018 Scholar-in-Residence Dr. Azadeh Aalai, Assistant Professor of Social Sciences**. The fifth event in the series, **In the Shadows of Auschwitz: The Experience of Polish Jews under Nazi Occupation** will be held on **Wednesday, February 28, 2018 at 12:10 p.m.** The speaker will be Dr. David Engel, Holocaust scholar and author. Dr. Engel's presentation will chronicle his research of the Holocaust in Poland, the Polish government in exile, and the role of complicity versus collaboration versus rescue that occurred in Nazi occupied territories in Eastern Europe. The event is made possible through the support of *Drs. Bebe and Owen Bernstein*.
- The sixth event in the series, **Becoming an Engaged and Active Bystander: How to Navigate a Complex & Diverse World**, will be held on **Friday, March 9, 2018 at 10:00 a.m.** The facilitator is Dr. Azadeh Aalai in partnership with the Center for Ethnic, Racial, and Religious Understanding (CERRU). Dr. Aalai will help students and participants explore the theme of complicity and collaboration in a contemporary context by asking them questions such as: what does it take to become an engaged and civic-minded citizen, and how can we develop skills to be more likely to be active bystanders? This workshop will facilitate skill-building by having participants reflect on the modern pressures to remain passive in the face of injustice while finding ways to comfortably take action in certain situations.

#### **Queensborough Performing Arts Center (QPAC):**

- The **Queensborough Performing Arts Center** presents the New Shanghai Circus on **Friday, February 23, 2018 at 8:00 p.m.** Following a six-week run on Broadway, these fearless performers bring us a new spellbinding show, with athletes that defy gravity and execute breathtaking feats. Performers with boundless energy, bring you over 2,000 years of Chinese circus traditions.
- Teatro Lirico D'Europa's **Madama Butterfly** will be performed on **Sunday, February 25, 2018 at 3:00 p.m.** **Madama Butterfly** has survived the test of time, through an entire century of being the most performed opera in the United States and one of the top five in the rest of the world.
- **Kim Russo, The Happy Medium** will be performing on our stage on **Saturday, March 10, 2018 at 8:00 p.m.** She has been able to see the world of spirit since the young age of nine.

Join us for a special evening with Kim as she shares with us special messages from family and friends in spirit.

- **A Twist of Lemmon** will be featured on **Sunday, March 11, 2018 at 3:00 p.m.** Jack Lemmon's son, Chris Lemmon, whose physical resemblance to his dad has often been remarked upon, does an enchanting job of channeling his dad in this show. He shares family tales, intimate father-son conversations, and anecdotes from and about his dad. Chris delves into Jack's early success in Hollywood, along with behind-the-scenes moments involving the likes of Marilyn Monroe, James Cagney, Gregory Peck and his best friend Walter Matthau.

### **2018 Partners for Progress Gala**

Please join us on **Thursday, April 26th at 6:00 p.m.** for the 2018 Partners for Progress Gala at Terrace on the Park. While the general ticket price to the public is \$300, the faculty and staff of Queensborough are eligible for a discounted rate of \$125 if they purchase tickets before Thursday, March 29, 2018. The ticket price for faculty and staff who purchase their ticket after Thursday, March 29, 2018, will be \$150. The deadline for journal ads is also Thursday, March 29, 2018. Tickets may be purchased online at <https://www2.qcc.cuny.edu/advancement/galaTix.html>. Checks must be made payable to the **QCC Fund, Inc.** and dropped off at the Advancement Office, Room A508.

**Steering Committee Report  
Academic Senate Steering Committee  
Queensborough Community College  
February 13, 2018**

This month there are reports from the Committee on Committees, Curriculum, and the Committee on Food Insecurity. Due to the retirement of HEO Senator George Muchita, we will have an election of a replacement senator, who will serve the remainder of George's term, which ends in April of this year. We will also consider the new General Education Outcomes, which were presented at the December 2017 meeting and a vote is scheduled under Old Business.

Some have asked why we need to have another election—identical to the one held in September—when there were several candidates who could serve as alternates. It has been mentioned that we often have alternates fill positions created when senators leave the senate, for example upon retirement of one of the at-large members of the senate. However, in such cases we have a larger pool of candidates. In the last regular HEO election there were only two candidates, Ann Tullio and George Muchita. Even though there were several candidates in September, that special election—conducted on the floor of the Academic Senate by Committee on Committees Chair Helmut Loeffler—was not a regular election of HEOs by HEOs. That is the reason we must repeat the exercise and hold the special election to replace George Muchita. Much like last time, the Steering Committee wrote to the HEO community and we also reached out to those who ran before. Regardless of the outcome today, there will be a regular election this semester for two HEO positions, with three-year terms beginning in May. The winner of this special election, and Senator Pantaleo, who was elected in September, will hopefully run again this semester, submitting petitions and appearing on the ballot.

The Steering Committee honors those who have expressed an interest in serving and hopefully our outreach has been helpful in identifying those who may be involved in the future. Having a larger pool of candidates will allow us to avoid the need for special elections altogether.

On that note: it's election season again, so please look for communications from the Senate Technology Officer Jeffrey Schwartz and Helmut Loeffler of the CoC regarding elections for positions in the Academic Senate as well as on standing committees of the Academic Senate.

Just to reiterate and for those who may be new to campus, membership on senate committees does not require being in the Senate. As we continue to place members on committees each year for three-year terms, we are starting to see the benefits of the continuity this affords. It is important for prospective members of senate committees to pay attention to a few details before returning their preferences to the CoC. First, anyone interested in a particular committee

should consult with their department chairperson. Not only that, but it might be wise to consult with Sandra Palmer, Dean of Faculty, and Tim Lynch, Senior Vice President for Academic Affairs. While their permission or support is not required for membership on any committee, they may be helpful. Prospective committee members should also become familiar with the meeting times of the committee they wish to join. Committee chairs are encouraged to established meeting times that will continue into the next year and perhaps beyond and department chairs are requested to observe these meeting times when scheduling classes. It's been noted that simply serving on a committee isn't enough: committee members should be engaged with the work of the committee and if you're not in attendance you are not participating.

On Wednesday, March 7, the Steering Committee will be meeting with the chairs of the senate committees, where various processes and protocols will be discussed, including the annual reports, which document the activities of each committee and its members in pursuing the charge set forth at the beginning of the academic year. We will emphasize the need to document what members are doing so they may be properly recognized, as well as the need to establish and maintain regular meeting dates, as noted above, so future members can be available for meetings.

In other business, the Steering Committee joined the Faculty Executive Committee at a regularly scheduled meeting in November 2017 to discuss the issue of restrictions placed on the posting of signs and the distribution of flyers. This issue, which has been discussed now for more than a year, involves what the Academic Freedom Committee, the FEC and the Steering Committee believe are unreasonable restrictions placed on communicating with the community through printed matter, restrictions that are possibly violations of the First Amendment of the U.S. Constitution. The policy in question, "Guidelines for creating and posting all Queensborough Community College flyers," can be found at <http://www.qcc.cuny.edu/studentAffairs/guidelines.html>. The College administration has been queried by FEC Chair Phil Pecorino, and the Chair of the Academic Freedom Committee, Julian Stark, both members of the Academic Senate. Copies of their correspondence, first with Vice President Stephen Di Dio, and later Vice President Sheri Newcomb, have been circulated and certainly many people have expressed interest and concern. The lack of consultation on this matter and the ongoing concern about the elimination of the original opt-out Community Dialogue email system, for some seem to represent a pattern. The Steering Committee, aside from the merits of the complaint about the policy, believes the issue of restricting, through a kind of prior restraint, does warrant wider community consideration, whatever the outcome of the policy happens to be. We believe that this issue, in the abstract, also reflects a growing confusion as to what the role of the Senate—as the *policy-making body of the College*—ought to be, and what the responsibilities of college administrators ought to be when it comes to replying to email, answering questions, asking for clarification and explanation. At the meeting in December, VP Newcomb, who was gracious

and affirming of the rights of individuals under the Constitution, suggested that there would be an opportunity to consult and collaborate and it was agreed at that meeting that representatives of the Steering Committee and the Academic Freedom Committee would have an opportunity to participate in considering a revision of the posted policy, especially to alleviate faculty concerns. At that meeting and in exchanges since, VP Newcomb has sought to allay faculty concerns and stated that the intent ascribed to the administration by some was a misunderstanding. Recently, the Steering Committee learned from VP Newcomb that she is presently working on changes to the posted policy, which members of the community are invited to read for themselves. We refrain from bringing this matter formally to the senate for a vote, believing that collaboration is still possible and we look forward to working out the details with VP Newcomb.

Academic Senate Steering Committee  
([AcademicSenateSteeringCommittee@qcc.cuny.edu](mailto:AcademicSenateSteeringCommittee@qcc.cuny.edu))

Dr. Joel Kuszai, Chair ([jkuszai@qcc.cuny.edu](mailto:jkuszai@qcc.cuny.edu))  
Dr. Emily Tai, Vice-Chair ([etai@qcc.cuny.edu](mailto:etai@qcc.cuny.edu))  
Dr. John Talbird Secretary ([italbird@qcc.cuny.edu](mailto:italbird@qcc.cuny.edu))

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

**Report to the Academic Senate**

January 2, 2018

From: Dr. Helmut Loeffler, Chairperson of the Committee on Committees

To: Dr. John Talbird, Secretary of the Academic Senate Steering Committee

**Report of the Committee on Committees for October 2017-December 2017**

**I. New Academic Senate Committee Members**

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

**A. Committee on WID/WAC**

Due to the resignation of Dr. Wenli Guo (Physics) from the Committee on Writing in the Disciplines/Writing Across the Curriculum (WID/WAC) the CoC elected and nominated Dr. Raymond Lam (Engineering Technology) as the replacement. The term will run through spring 2020.

**B. Committee on E-Learning**

Due to the resignation of Aviva Geismar (Health, Physical Education and Dance) from the Committee on E-Learning the CoC elected and nominated Joseph Goldenberg (Engineering Technology) as the replacement. The term will run through spring 2018.

**C. Committee on Food Insecurity**

Due to the resignation of Sharon Ellerton from the Committee on Food Insecurity the CoC elected and nominated Ashlie Klepper (Speech Communication and Theatre Arts) as the replacement. The term will run through spring 2018.

**D. Committee on Admissions**

Due to the resignation of Sharon Ellerton from the Committee on Admissions the CoC elected and nominated Jason Demas (Health, Physical Education and Dance) as the replacement. The term will run through spring 2018.



**II. Meeting**

The CoC held meetings on October 11 and November 15.

**III. Academic Senate**

The resignation of Shele Bannon from the Senate left a vacancy. The vacancy was filled by Anthony Kolios from the Business Department based upon the election results for members of the Academic Senate during the spring of 2017.

**IV. 2017-2018 Planning for the Election of Members-At-Large and Nominating Petitions for Committee Service**

In October, November and December the Chair of the CoC met with Chris Mooney, the former chair of the CoC, multiple times to plan for the 2017-2018 elections for the Academic Senate (Faculty Members-at-Large and CLT Representative) and for placements on the Academic Senate Committees. Subsequently, a meeting was scheduled with Raj Vaswani to discuss possible changes to the CoC database. Jeff Schwartz provided the guideline for a tentative schedule for petitions and elections to be followed in spring 2018. Subsequently meetings of the CoC were scheduled for February 28 and March 7 during which candidates for standing committees will be selected to be presented to the Academic Senate during its meeting on April 10 2018.

Respectfully submitted,

Helmut Loeffler

Chairperson, Committee on Committees

Table 1a: Undergraduate Program Schedule

- Indicate **academic calendar** type:  X Semester   Quarter   Trimester   Other (describe)
- Label each term in sequence, consistent with the institution's academic calendar (e.g., Fall 1, Spring 1, Fall 2)
- Use the table to show **how a typical student may progress through the program**; copy/expand the table as needed.

Term: Fall 1 Queensborough		Check course classification(s)				Term: Spring 1 Queensborough		Check course classification(s)			
Course Number & Title	Cr	LAS	Maj	New	Prerequisite(s)	Course Number & Title	Cr	LAS	Maj	New	Prerequisite(s)
1A ENGL 101 English Composition I	3	X				1A ENGL 102 English Composition II	3	X			
1C (required BI 201 General Biology I)	4	X				2A (recommended ANTH 160 Anthropology of Health and Healing)	3	X			
1B (required MA 119 College Algebra)	3	X				HE 114 Principles and Practices of Public Health	3	X	X		
2D (recommended PHIL 148 Public Health Ethics or SOCY 101 Introduction to Sociology)	3	X				2E (required BI 520 Introduction to Public Health)	4	X	X		
2B (recommended SP 211 Speech Communications)	3	X				IS I51 Health of the Nations	2	X	X		
Term credit total:	16					Term credit total:	15				
Term: Fall 2 Queensborough		Check course classification(s)				Term: Spring 2 Queensborough		Check course classification(s)			
Course Number & Title	Cr	LAS	Maj	New	Prerequisite(s)	Course Number & Title	Cr	LAS	Maj	New	Prerequisite(s)
BI 503 Epidemiology	3		X		BI 201	BI 522 Applied Biostatistics	3		X		MA 336, BI 503
HE 103 Fundamentals of Human Nutrition	3	X	X			HE 202 Social & Behavioral Determinants of Health	3		X		HE 114
BI 521 Public Health Biology	3		X		BI 201						
MA 336 Statistics	3	X	X		MA 119 or satisfactory score	2C Creative Expression	3	X			

					on the Mathematics Placement Test						
Select one from 2A-2E (recommended PSYC 101)	3	X				BI 501 Environmental Health (4cr)/ BI 461 General Microbiology (4 cr)/ BI 202 General Biology 2 (4 cr)/ BI 554 Research Laboratory Internship (2 cr)/BI 505 Current Environmental Issues (1 cr)  HE 102 Health, Behavior and Society (2 cr) /HE 104 Addictions and Dependencies (3 cr)/HE 105 Human Sexuality (3 cr) /HE 107 Mental Health: Understanding Your Behavior (3 cr)/ HE 108 Health and Physical Fitness (3 cr)/HE 110 Cardiopulmonary Resuscitation (1 cr)/HE 111 Stress Management (3 cr)	5		X		BI 201 (For BI 461 and BI 202)
Term credit total:	15					Term credit total:	14				
<b>Term: Fall 3 York</b>		<b>Check course classification(s)</b>				<b>Term: Spring 3 York</b>		<b>Check course classification(s)</b>			
<b>Course Number &amp; Title</b>	<b>Cr</b>	<b>LAS</b>	<b>Maj</b>	<b>New</b>	<b>Prerequisite(s)</b>	<b>Course Number &amp; Title</b>	<b>Cr</b>	<b>LAS</b>	<b>Maj</b>	<b>New</b>	<b>Prerequisite(s)</b>
HE/PH/PE/PSY Elective	3		X			PH 340: Environmental and Occupational Health	3		X		PH 210 ( <i>fulfilled by BI 503</i> )
WRIT 303 Research Writing for Professional Programs	3	X				HE/PH/PE/PSY Elective	3		X		
PH 330 Public Health Policy & Management	3		X		PH 210 ( <i>fulfilled by BI 503</i> )	HE/PH/PE/PSY Elective	3		X		
PH 325 Assessing Community Health Needs, Capacity & Assets	3		X		Pre-Requisite PH 215 ( <i>fulfilled by HE 202</i> ), PH 320 ( <i>fulfilled by BI 522</i> )	PH 225 Principles & Practices of Health Behavior Change	3		X		PH 215 ( <i>fulfilled by HE 202</i> ), 3 credits in PSY

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HE/PH/PE/PSY Elective	3		X			PH 335: Planning & Funding for Public Health	3		X		PH 325, WRIT 303
Term credit total:	15					Term credit total:	15				
<b>Term: Fall 4 York</b>					<b>Check course classification(s)</b>						
<b>Term: Spring 4 York</b>					<b>Check course classification(s)</b>						
<b>Course Number &amp; Title</b>	<b>Cr</b>	<b>LAS</b>	<b>Maj</b>	<b>New</b>	<b>Prerequisite(s)</b>	<b>Course Number &amp; Title</b>	<b>Cr</b>	<b>LAS</b>	<b>Maj</b>	<b>New</b>	
PH 415 Community Health Intervention Design & Methods	3		X		PH 225, PH 335	PH 425 Evaluation Methods in Public Health	3		X		PH 415, PH 435
PH 435 Field Experience I	2		X		PH 225, PH 335	PH 445 Field Experience II	2		X		PH 415, PH 435
Liberal Arts Elective	3	X				PH 450 Public Health & Societies	3		X		PH 415, PH 435
Liberal Arts Elective	4	X				Liberal Arts Elective	4	X			
Foreign Language	3	X				Foreign Language	3	X			
Term credit total:	15					Term credit total:	15				
<b>Program Totals:</b>											
<b>Credits: 120</b>		<b>Liberal Arts &amp; Sciences: 63</b>				<b>Major:72</b>			<b>Elective &amp; Other: 11</b>		

#### **4) Proposal for Revised General Education Outcomes**

On the January 30, 2018 Committee on Curriculum meeting, members of the committee discussed the “Proposal for Revised General Education Outcomes” (see below) with Dr. T. Lynch. There were multiple questions and suggestions. Some members of the Committee on Curriculum did not agree with the elimination of Item 5. “Discipline Specific Outcomes” of the current General Education Requirements. In addition, minor changes were suggested to the preamble.

#### **QUOTE**

##### **Proposal for Revised General Education Outcomes**

A robust general education is founded on the knowledge, concepts, methods and perspectives that students gain through the study of many academic disciplines. These disciplinary studies stimulate intellectual inquiry, global awareness, and cultural and artistic appreciation: they equip students to make informed judgments and remain engaged beyond the classroom. To that end, QCC promotes educational activities that allow students to demonstrate that they can:

1. Communicate effectively in various forms
2. Use analytical reasoning to identify issues or problems and evaluate evidence in order to make informed decisions.
3. Reason quantitatively as required in various fields of interest and in everyday life
4. Apply information management and digital technology skills useful for academic research and lifelong learning

To support these institutional general education outcomes, the academic departments—through their programs—may also assess the ability of students to:

- A. Integrate knowledge and skills in the program of study
- B. Make ethical judgments while recognizing multiple perspectives, as appropriate in the program of study
- C. Work collaboratively to accomplish learning objectives

#### **END OF QUOTE**

## MONTHLY REPORT: December 2017 - COMMITTEE ON CURRICULUM

**To:** Joel Kuszai, Academic Senate Steering Committee  
**From:** February 1, 2018  
**Subject:** Committee on Curriculum December 2017 Monthly Report for the February 2018 Senate  
**CC:** College Archives (CWilliams@qcc.cuny.edu)

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

- 1 course revision
- 1 program revision
- 1 new program
- 1 General Education Requirements (revision)

### 1. COURSE REVISION

BIOLOGICAL SCIENCES AND GEOLOGY DEPARTMENT AND THE HEALTH, PHYSICAL EDUCATION AND DANCE DEPARTMENT

Departmental approval: October 18 2017

FROM	TO
BI 503 General Epidemiology	BI 503 General Epidemiology
3 Class Hours, 3 credits	3 Class Hours, 3 credits
Pre-requisites: BI-311 or BI-461	<del>BI 311 or BI 461</del> , BI 201 General Biology I
Co-requisites: None	None
Course Description: History, principles, and application of epidemiologic methods to analyze public health problems like infectious and non-infectious diseases; incidence, distribution and control of disease in a population; mechanisms of transmission; environmental, behavioral and genetic factors. Students will develop skills to read, interpret and evaluate health information from published epidemiologic studies. Course requirement includes conducting an epidemiological study on a research topic of interest	Course Description: History, principles, and application of epidemiologic methods to analyze public health problems like infectious and non-infectious diseases; incidence, distribution and control of disease in a population; mechanisms of transmission; environmental, behavioral and genetic factors. Students will develop skills to read, interpret and evaluate health information from published epidemiologic studies. Course requirement includes conducting an epidemiological study on a research topic of interest

#### Rationale:

The prerequisites have been removed to better align with the A.S. Public Health Program Outcomes. Since the course outcomes focus on the application of epidemiologic methods to analyze a variety of public health problems and other biological conditions, it was not deemed necessary for students to acquire knowledge specifically related to microbiology. Similarly, other colleges (e.g. Hunter and York) do not require a microbiology course as a prerequisite for epidemiology. Including BI 201 General Biology I as a prerequisite for the course will provide suitable foundation in biology to succeed in the course.

## 2. PROGRAM REVISION

DEPARTMENT OF BIOLOGICAL SCIENCES AND GEOLOGY AND THE HEALTH, PHYSICAL EDUCATION AND DANCE DEPARTMENT

Departmental approvals:

Health Physical Education and Dance Department: September 6, 2017

Department of Biological Sciences and Geology: August 30, 2017

Here is the information to include in a proposal to revise an existing degree or certificate program:

### Rationale:

BI 461 General Microbiology has been replaced with BI 521 Public Health Biology as the major's requirement to better align with the Public Health Degree Program outcomes and timely completion of the degree program. BI 521 Public Health Biology is equivalent to Hunter College's COMHE 32800, Public Health Biology and will count towards COMHE-BS majors required courses. This replacement is important for students enrolled in the program, as the new course sequence is highly recommended and enables students to be complete their degree in a timely fashion.

BI 202, General Biology 2 is the second part of a two-semester sequence of General Biology. Inclusion of this course as an elective provides students with the opportunity to complete the two semester sequence as part of the degree program.

1. Department:	Biological Sciences and Geology & Health, Physical Education and Dance			
2. Program name:	A.S. Public Health			
3. Program Code:	38115			
4. HEGIS number:	1214.00			
5. Date approved by the departments HPED Biological Sciences and Geology	Month	Day	Year	
	09	06	2017	
	08	30	2017	
6. Date the changes will be effective (if approved)	Month	Day	Year	
	04	01	2018	
7.	All text or items that will be deleted or changed should be marked with a <del>strikethrough</del> .			
8.	All new text, courses, credits, etc. should be marked by <u>underlining</u> .			
9.	Show the whole set of program requirements in a From/To format (see example below)			
10.	Add all Program notes in 10A Add all Course notes in 10B (Number your notes).			

From:		To:	
Common Core	Credits	Common Core	Credits
Required Core 1A: ENGL-101 English Composition I	3	Required Core 1A: ENGL-101 English Composition I	3
Required Core 1A: ENGL-102 English Composition II	3	Required Core 1A: ENGL-102 English Composition II	3

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Required Core 1B: MA-119 College Algebra*	3	Required Core 1B: MA-119 College Algebra*	3
Required Core 1C: BI-201 General Biology I*	4	Required Core 1C: BI-201 General Biology I*	4
Flexible Core 2A: World Cultures and Global Issue(Recommended ANTH 160 Anthropology of Health & Healing)	3	Flexible Core 2A: World Cultures and Global Issue(Recommended ANTH 160 Anthropology of Health & Healing)	3
Flexible Core 2B: US Experience & its Diversity (Recommended SP-211 Speech)	3	Flexible Core 2B: US Experience & its Diversity (Recommended SP-211 Speech)	3
Flexible Core 2C: Creative Expression	3	Flexible Core 2C: Creative Expression	3
Flexible Core 2D: Individual and Society (Recommended PHIL 148 Public Health Ethics or SOCY- 101 Introduction to Sociology)	3	Flexible Core 2D: Individual and Society (Recommended PHIL 148 Public Health Ethics or SOCY- 101 Introduction to Sociology)	3
Flexible Core 2E: BI-520 Introduction to Public Health*	4	Flexible Core 2E: BI-520 Introduction to Public Health*	4
Select one from 2A-E: (Recommended SOCY-200 Level from 2D or PSYC-101 Psychology from 2E)	3	Select one from 2A-E: (Recommended SOCY-200 Level from 2D or PSYC-101 Psychology from 2E)	3
Subtotal	32	Subtotal	32
Major		Major	
HE-103 Fundamentals of Human Nutrition	3	HE-103 Fundamentals of Human Nutrition	3
HE 114 Principles and Practices of Public Health	3	HE 114 Principles and Practices of Public Health	3
BI 461 General Microbiology	4	BI 521 Public Health Biology	3
BI 503 General Epidemiology	3	BI 503 General Epidemiology	3
IS 151 The Health of the Nation	2	IS 151 The Health of the Nation	2
MA 336 Statistics	3	MA 336 Statistics	3
Subtotal	18	Subtotal	17
<i>Major Electives Advised major electives selected from the list below and guided by appropriate transfer articulations</i>			
BI 521 Public Health Biology	3	BI 461 General Microbiology	4
		BI 202 General Biology 2	4
BI 501 Environmental Health	4	BI 501 Environmental Health	4
BI 554 Research Laboratory Internship	2	BI 554 Research Laboratory Internship	2
BI 505 Current Environmental Issues	1	BI 505 Current Environmental Issues	1
BI 522 Applied Biostatistics	3	BI 522 Applied Biostatistics	3
HE 102 Health, Behavior and Society	2	HE 102 Health, Behavior and Society	2
HE 104 Addictions and Dependencies	3	HE 104 Addictions and Dependencies	3
HE 105 Human Sexuality	3	HE 105 Human Sexuality	3
HE 107 Mental Health: Understanding Your Behavior	3	HE 107 Mental Health: Understanding Your Behavior	3
HE 108 Health and Physical Fitness	3	HE 108 Health and Physical Fitness	3
HE 110 Cardiopulmonary Resuscitation	1	HE 110 Cardiopulmonary Resuscitation	1



HE 111 Stress Management	3	HE 111 Stress Management	3
HE 202 Social and Behavior Determinants of Health	3	HE 202 Social and Behavior Determinants of Health	3
Subtotal	40	Subtotal	<u>11</u>
Total	60	Total	60
<b>10A. Program Note:</b>			
<b>From:</b>		<b>To:</b>	
Students are required to take particular courses in some areas of the Common Core that fulfill both general education and major requirements. If students do not take the required courses in the Common Core, they will have to take additional credits to complete their degree requirements.			
<b>10B. Course Note (number your notes):</b>			
<b>From:</b>		<b>To:</b>	

**11. Write a Rationale for all the changes**

BI 461 General Microbiology has been replaced with BI 521 Public Health Biology as the major's requirement to better align with the Public Health Degree Program outcomes and timely completion of the degree program. BI 521 Public Health Biology is equivalent to Hunter College's COMHE 32800, Public Health Biology and will count towards COMHE-BS majors required courses. This replacement is important for students enrolled in the program, as the new course sequence is highly recommended and enables students to be complete their degree in a timely fashion.

BI 202, General Biology 2 is the second part of a two-semester sequence of General Biology. Inclusion of this course as an elective provides students with the opportunity to complete the two semester sequence as part of the degree program.

**12. Write a Summary for all the changes**

Move BI 461 General Microbiology from a major's requirement to a major's elective.  
 Move BI 522 Public Health Biology from a major's elective to a major's requirement.  
 Add BI 202 General Biology 2 as a major's elective.  
 Decrease total number of credits from major's requirement from 18 credits to 17 credits (-1).  
 Increase total number of credits from major's electives from 10 credits to 11 credits (1).

**13. If the program revision includes course revisions or new courses, submit the appropriate Course Revision form and/or New Course Proposal Form, along with the Syllabus and Course Objectives form.**

Please see attached

14. If courses will be deleted from the program, make clear whether the courses are to be deleted from the department's offerings as well.

No

15. Explain briefly how students currently in the program will be

Following the recommended schedule sequence, students currently in the program will have the opportunity to take BI 521 in the fall of their second year after they complete BI 201.

### 3. NEW PROGRAM

#### Change or Adapt a Registered Program

Use the [Request to Change or Adapt a Registered Program](#) form to request program changes that require approval by the State Education Department (see chart).<sup>\*</sup> For **programs that are registered jointly** with another institution, all participating institutions must confirm support for the changes.

#### *Exceptions:*

- To change a registered professional licensure program or add a license qualification to an existing program, contact the [Office of the Professions](#) for guidance.
- To change a registered teacher certification or educational leadership certification program or add a certificate qualification to an existing program, use the education program change form.

#### Changes and Adaptations Requiring State Education Department Approval

<sup>\*</sup> CUNY and SUNY institutions: contact System Administration for guidance.

### Changes and Adaptations Requiring State Education Department Approval

#### Changes in Program Content (all programs)

1. Any of the following substantive changes:

- Cumulative change from the Department's last approval of the registered program of one-third or more of the minimum credits required for the award (e.g., 20 credits in an associate degree program)
- Changes in the program's focus or design (e.g., eliminating management courses in a business administration program), including a change in the program's major disciplinary area
- Adding or eliminating an option or concentration
- Eliminating a requirement for completion, including an internship, clinical, cooperative education, or other work-based experience
- Altering the liberal arts and science content in a way that changes the degree classification, as defined in Section 3.47(c)(1-4) of [Regents Rules](#)

#### Other Changes (all programs)

2. Program title
3. Program award (e.g., change in degree)
4. Mode of delivery (**Note:** if the change involves adding a **distance education format** to a registered program, please complete the [distance education application](#).)
5. Discontinuing a program
6. A format change that alters the program's financial aid eligibility (e.g., from full-time to part-time, or to an abbreviated or accelerated semester)
7. A change in the total number of credits of any certificate or advanced certificate program

#### Establishing New Programs Based on Existing Registered Programs

8. Creating a dual-degree program from existing registered programs
9. Creating a new program from a concentration/track in an existing registered program

**PLEASE NOTE:**

Establishing an existing program at a new location requires new registration of the program. If the requested action changes the program's major disciplinary area, master plan amendment may be needed if the revised program represents the institution's first program in that major subject area, at that degree level. If a requested **degree title** is not authorized for an institution chartered by the Board of Regents, charter amendment will be needed.



## NEW YORK STATE EDUCATION DEPARTMENT

Office of Higher Education—Office of College and University Evaluation

89 Washington Avenue, Albany, NY 12234

(518) 474-2593 Fax: (518) 486-2779

ocueinfo@mail.nysed.gov

<http://www.highered.nysed.gov/ocue/>

## Request to Change or Adapt a Registered Program

Item	Response <i>(type in the requested information)</i>
<b>Institution name and address</b>	Queensborough Community College, City University of New York  <i>Additional information:</i> <ul style="list-style-type: none"> <li>▪ Specify campus where program is offered, if other than the main campus:</li> </ul>
<b>Identify the program you wish to change</b>	Program title: QCC/York Dual/Joint A.S. Degree in Public Health leading to the B.S. Degree Program Public Health in Public Health  <u>Award</u> (e.g., B.A., M.S.): A.S./B.S.  Credits: 120  HEGIS code: 1214.00 QCC  <u>Program code</u> : <b>38115 / 37703</b>

<b>Contact person for this proposal</b>	<p>Name and title: Andrea Salis, Faculty Fellow, Office of Academic Affairs</p> <p>Anuradha Srivastava, Director, Public Health Program, Biological Sciences and Geology Department</p> <p>Telephone: 718-281-5146/718-718-631-6335 Fax: 718-281-5684/718-631-6678</p> <p>E-mail: <a href="mailto:asalis@qcc.cuny.edu">asalis@qcc.cuny.edu</a>/<a href="mailto:asrivastava@qcc.cuny.edu">asrivastava@qcc.cuny.edu</a></p>
<b>CEO (or designee) approval</b>  <i>Signature affirms the institution's commitment to support the program as revised.</i>	<p>Name and title: Diane B. Call, President of Queensborough Community College/City University of New York</p> <p>Signature and date:</p> <p style="background-color: black; color: white; padding: 2px;">If the program will be registered jointly<sup>2</sup> with another institution, provide the following information:</p> <p>Partner institution's name: YORK College, City University of New York</p> <p>Name and title of partner institution's CEO: Dr. Marcia V. Keizs, President of York College/City University of New York</p> <p>Signature of partner institution's CEO:</p>

- For **programs that are registered jointly** with another institution, all participating institutions must confirm their support of the changes.
- To change a registered professional licensure program or add a license qualification to an existing program, contact the [Office of the Professions](#) for guidance.
- To change a registered teacher certification or educational leadership certification program or add a certificate qualification to an existing program, use the education program change form.
- If the change involves **establishing an existing registered program at a new location**, complete a new registration application for the proposed program.

**Check all changes that apply and provide the requested information.**

**Changes in Program Content** (*Describe and explain all proposed changes; provide a side-by-side comparison of the existing and newly modified programs.*)

<sup>2</sup> If the partner institution is non-degree-granting, see CEO Memo 94-04 at [www.highered.nysed.gov/ocue/ceo94-04.htm](http://www.highered.nysed.gov/ocue/ceo94-04.htm).

- [ ] Cumulative change from the Department’s last approval of the registered program that impacts one-third or more of the minimum credits required for the award (e.g., 20 credits in an associate degree program)
- [ ] Changes in a program’s focus or design
- [ ] Adding or eliminating an option or concentration
- [ ] Eliminating a requirement for program completion
- [ ] Altering the liberal arts and science content in a way that changes the degree classification, as defined in Section 3.47(c)(1-4) of [Regents Rules](#)

**If new courses are being added as part of the noted change(s)**, provide a syllabus for each new course and list the name, qualifications, and relevant experience of faculty teaching the course(s). Syllabi should include a course description and identify course credit, objectives, topics, student outcomes, texts/resources, and the basis for determining grades.

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**Other Changes** (*describe and explain all proposed changes*)

- [ ] **Program title**
- [ ] **Program award**
- [ ] **Mode of Delivery** (**Note:** if the change involves adding a **distance education format** to a registered program, please complete the [distance education application](#).)
- [ ] **Discontinuing a program:** indicate the date by which the program will be discontinued.<sup>3</sup>
- [ ] **Format change** (e.g., from full-time to part-time, or to an abbreviated or accelerated semester)
  - a) Indicate proposed format:
  - b) Describe availability of courses and any change in faculty, resources, or support services:
  - c) Use the Sample Program Schedule to show the sequencing and scheduling of courses in the program.

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<sup>3</sup> If any students do not complete the program by the proposed termination date, the institution must request an extension of the registration period for the program or make other arrangements for those students.

## Establishing New Programs Based on Existing Registered Programs

### [X] **Creating a dual-degree program** from existing registered programs

a) Complete the following table to identify the existing programs:

	<b>Program Title</b>	<b>Degree Award</b>	<b>Program Code</b>
Program 1	<b>Public Health</b>	<b>A.S.</b>	38115
Program 2	<b>Public Health</b>	<b>B.S.</b>	37703

b) Proposed dual-degree program (title and award):<sup>4</sup> A.S./B.S. Public Health

Students seeking admission to the A.S./B.S. QCC/York Dual/Joint Degree program in Public Health must first satisfy the general requirements for entry to Queensborough: completion of either a high school diploma or a New York State Equivalency Diploma. Upon acceptance to Queensborough, students must take the CUNY Placement Exams, which measure proficiency in reading, writing, and mathematics. Students may apply to the A.S./B.S. Dual/Joint degree program after they have completed their first semester at Queensborough and earned a C or better in ENGL 101, MA 119 and BI 201 and a minimum GPA of 3.0. The criteria for retention and continuation for students enrolled in the program are to maintain a GPA of 3.0 in all required program courses (including program electives) and maintain a minimum GPA of 3.0 for the first 60 credits of the program. At Queensborough, students will also complete two writing intensive (WI) courses during their first 60 credits. The retention and completion criteria for the program are to maintain a minimum GPA of 3.0 in required program courses (including program electives) and a minimum cumulative GPA of 3.0.

<sup>4</sup> Only candidates with the capacity to complete the requirements of both degrees shall be admitted to a dual-degree program.

## c) Courses that will be counted toward both awards:

<b>Queensborough Community College Courses</b>	
<b>Course &amp; Title</b>	<b>Credits</b>
Required Core 1A ENGL 101 English Composition I	3
ENGL 102 English Composition II	3
Required Core 1B MA 119 College Algebra*	3
Required Core 1C BI 201 General Biology I*	4
Flexible Core 2A (Recommended ANTH 160 Anthropology of Health and Healing)	3
Flexible Core 2B (Recommended SP 211 Speech Communications)	3
Flexible Core 2C Creative Expression (Select one from 2C)	3
Flexible Core 2D (Recommended SOCY 101)	3
Flexible Core 2E BI-520 Introduction to Public Health*	4
Select one from 2A – 2E (Recommended PSYCH 101)	3
HE 103 Fundamentals of Human Nutrition	3
HE 114 Principles and Practices of Public Health	3
BI 503 General Epidemiology	3
IS 151 The Health of the Nations	2
MA 336 Statistics	3
BI 521 Public Health Biology	3
HE 202 Social and Behavioral Determinants of Health	3
BI 522 Applied Biostatistics	3



[ ] **Creating a new program from a concentration/track in an existing program.**

If the new program is based **entirely** on existing courses in a registered program, provide the current program name, program code, and the following information:

**Note:** this abbreviated option applies only if a master plan amendment is NOT required **and** there are no new courses or changes to program admissions and evaluation elements. If these conditions are not met, submit a new registration application for the proposed program.

- a) Brief description of the proposed program and rationale for converting the existing coursework to a separately registered program:
- b) Expected impact on existing program:
- c) Adjustments the institution will make to its current resource allocations to support the program:
- d) Statement confirming that the admission standards and process and evaluation methods are the same as those in the existing registered program:
- e) Information from the Application for Registration of a New Program form: cover page (page 1), Sample Program Schedule form, and faculty information charts (full-time faculty, part-time faculty, and faculty to be hired)

**Note:** if the change involves **establishing an existing registered program at a new location**, complete a new registration application for the proposed program.

September 2009

**Queensborough Community College, CUNY**

**Academic Senate**

**To: John Talbird, Secretary, Steering Committee of the Academic Senate**

**From: Emily S. Tai, Chair, Committee on Food Insecurity**

**Subject: Monthly Report of the Committee on Food Insecurity**

**Date: Thursday, February 01, 2018**

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- The Lucille A. Bova Food Pantry was on hiatus during the Christmas Break and Winter, January, 2018 session, but nevertheless received donations from many generous donors who were kind enough to donate food at the annual 2017 Holiday Luncheon on Thursday, December 21, 2017, and the Services for Students with Disabilities Office, which collected food as part of their holiday celebration on Friday, December 22. There were also donations, over the January break, from the ASAP Office, and from faculty in the Department of Health, Physical Education, and Dance. Professor Tai collected these donations, with the help of Lambda Sigma Chapter President Ms. Latesha Dayes; Lambda Sigma Member-at-large, Ms. Virginia Villadiego; Mr. Carlos Herrera, Assistant Director, Services for Students with Disabilities; and Mrs. Sandra Williams Strauss (Career Advisement) who was kind enough to lend us her cart for transporting food. These donations made it possible for Professor Tai to serve several students by appointment during the winter session.
- The following hours have now been established for the Spring, 2018 semester:

**Mondays, 11-Noon**

**Mondays, 5-6 P.M.**

**Wednesdays, 3-4 P.M.**

**Wednesdays, 4-5 P.M.**

**Thursdays, 9-10 A.M.**

**Thursdays, 4-5 P.M.**

- *Appointments may be scheduled at other times by emailing Emily S. Tai, Chair, Committee on Food Insecurity, [etai@qcc.cuny.edu](mailto:etai@qcc.cuny.edu)*

**Committee Activities**

- Last semester, the FEC created a “Faculty Association” bank account, which has been holding money from faculty who prefer to donate by check to the Lucille A. Bova Food Pantry. As of this writing, this money has been used to reimburse Amazon/Cosco orders to the pantry, upon the presentation of receipts approved and recorded in meeting minutes

by the Committee on Food Insecurity. FEC Treasurer Margot Edlin has both received checks from generous donors, and disbursed reimbursement funds to Dr. Susan Jacobowitz, and to herself, as the Food Pantry was stocked, in December and January, by two separate trips to Cosco. The Committee on Food Insecurity has been informed that there remains \$578.01 in the FEC account earmarked for the food pantry. Dr. Edlin has received a reimbursement check of \$414.93; Dr. Jacobowitz received a reimbursement of \$427.70.

- In a recent presentation from the Faculty Executive Committee Chair, Dr. Pecorino to the Committee on Food Insecurity, has indicated that, while the FEC is happy to have been able to assist fiscal (rather than in-kind) Food Pantry donors by providing a bank account, it is the fervent hope of the FEC that this arrangement could transition into a the establishment of the Lucille A. Bova Food Pantry as a separate, non-profit entity, as soon as possible, as members of the FEC have expressed reservation regarding possible liabilities to the FEC. Members of the Committee are hoping to schedule a meeting with members of the FEC to initiate actions to meet the legal and fiscal requirements of this process.
- We also note the recent remarks by Chancellor Miliken before the New York State Legislature in Albany on January 23, contained the following remarks, relevant to Food Insecurity on CUNY Campuses:

*Another welcome element of the Executive Budget is the Governor's No Student Goes Hungry Initiative. Our own research demonstrates that food insecurity makes it more difficult for CUNY students to remain in school. Researchers at the CUNY School of Public Health have demonstrated that even when controlling for race/ethnicity and household income, food insecurity is associated with lower GPAs and more frequent leaves of absence among CUNY undergraduates.*

*About half of CUNY campuses now have food pantries in place, but demand exceeds capacity and the addition of the remaining colleges will make a difference in the health and academic success of our lowest income students. New York would be the first state to require every public campus to have a food pantry—another important demonstration of commitment to access and student success on the broadest levels.*

- Ms. Mabely Salvador and Mr. Michael Fishbach of Queensborough's Student Government have been meeting with Metropolitan Foods and NYPIRG about possible additional support that might be offered to students with Food Insecurity issues on campus.
- Professor Tai, who chairs the Committee on Food Insecurity, was also in attendance at a "Summit" of Faculty and Staff involved in Food Pantry initiatives across CUNY at

CUNY’s School of Public Health on January 18, 2018. Some links shared at that meeting are appended to this report.

- Two members of the Food Insecurity Committee have resigned: Dr. Sharon Ellerton, and Professor John Gilleadeau. The Committee welcomes two new members: Professor Ashley Klepper (Speech and Theatre) and Nataliya Khomyak, and would like to thank them for their energy and effort at our first meeting of the new semester, as well as members of the Committee on Committees, which expended tremendous effort to launch the Committee on Food Insecurity this academic year.

In closing, the members of the Committee on Food Insecurity would like to thank \*every\* member of Queensborough’s faculty and staff who may have contributed or helped manage the Food Pantry and whose name may inadvertently have been omitted from this list. We thank everyone for their time and trouble, and invite any donors who wish to be recognized to contact the committee chair at [etai@qcc.cuny.edu](mailto:etai@qcc.cuny.edu):

President Diane Call

Vice-President Michel Hodge

Vice-President Rosemary Zins

Vice-President Stephen Di Dio

Vice-President Timothy Lynch

Dean Sandra Palmer

Chair Joseph Culkin

Mr. Carlos Herrera, Assistant Director, Services for Students with Disabilities

Members of the Services for Students with Disabilities Staff

Mrs. Sandra Williams Strauss, Career Advisement

Mr. Tony Gamino

Ms. Christina Kofron

Ms. Veronica Lukas

Ms. Gisela Rivera

Mr. Raymond Volel

Faculty of the Department of Health, Physical Education, and Dance:

The Faculty and Staff of the Health-Related Sciences Academy

The Faculty and Staff of the STEM Academy

Dr. Lana Zinger

Dr. Alicia Sinclair

Dr. Rezan Akpinar

Dr. Antony Monohan

Professor Aviva Geismar

Chair Nidhi Gadura, Dr. Sharon Ellerton and the faculty and staff of the Biology Club (Biology Department)

Chair Kathleen Villani and the faculty and staff of the Business Department

Chair David Humphries, Dr. Susan Jacobowitz, Dr. Margot Edlin, and the faculty of the Department of English

Director Jeannie Galvin and the Faculty of Schmeller Library

Chair Mercedes Franco and the Department of Mathematics and Computer Science

The Faculty and Staff of the Department of Foreign Languages

Dr. Maan Lin, Faculty of the Department of Foreign Languages, and members of the Foreign Language Club

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

Ms. Marie-Francesca Berrouet (who, working with the members of the Haitian Club, and the College Discovery Club, provided donation boxes, as well as student volunteers on October 25, 2017, and then brought another donation from the Haitian Club on 11/1)

The Single Stop Office:

Ms. Amawati P. Gonesh

Ms. Emily December

Ms. Michele McLoughlin

Dr. Paris Svoronos and the members of the Lambda Sigma Chapter of Phi Theta Kappa (Science 448A)

The Korean Student Association

Dr. Romel Robertson and the Members of the Psychology Club

Dr. Annisa Moody

Dr. Mark Van Ells

Dr. Maan Lin and students of the Asian Club, the ASAP Club, and the Liberal Arts Academy

Professor Sebastian Murolo

Professor Ted Rosen

The Ally LGBTQ club

Father Anthony Rosario and the members of the Newman Club

Mr. Colin Hughes, Director of NYPIRG, and the NYPIRG student volunteers

Ms. Isabel Huguet and the members of the Health Club

Chair Mercedes Franco, Dr. Monica Trujillo and the SACNAS QCC Chapter

The Chemistry Club

The STEM Research Club

The Stock Market Club

Ms. Victoria O'Shea and the members of the ASAP Club

Dr. Trikartikaningsih Byas and the members of the Muslim Student Association

Professor Susan Wengler, Schmeller Library

Ms. Arthurine DeSola, Ms. Cynthia Puca, and the members of the College Discovery Club

Dr. Wilma Fletcher-Anthony; Dr. Dorith Brodbar, and the Members of the Counseling Faculty.

Dr. Edward J. Gottlieb and the staff of the Mid-Nassau Dental Group

..And our amazing student volunteers:

Ms. Latesha Dayes (President, Lambda Sigma Chapter)

Ms. Amanda Joy-Wright (President, Psychology Club)

Ms. Sylvia Perez (Foreign Language Club)

And, from NYPIRG:

Anthony Vancol

Katherine Palma

Anny Mariano

Steven Stern

Winita Peters

Edward Guevara

Mr. Daniel Blount

Ms. Amanda Reis

Ms. Amanda Singh

Ms. Maria Virginia Villadiego

Ms. Suilyee Aung

- The Subcommittee on Food Insecurity, acting in concert with the Queensborough Student Association, will also be sponsoring donations to ShareMeals, and will be participating in *Love Through Food*, an event to pack and distribute food for food pantries at New York University. This event, originally scheduled for November 16, 2017, has now been rescheduled for Spring, 2018. The donation website is also under re-construction, and will be available soon. Students, Faculty and Clubs that which to be involved in the Love through Food event when it is rescheduled should contact Emily S. Tai at [etai@gcc.cuny.edu](mailto:etai@gcc.cuny.edu).
- On November 1, 2017, the Committee on Food Insecurity met to discuss various concerns raised concerning the possible solicitation of donations from students by professors. Although no members of the Committee were aware that this was taking place, members of the Committee agreed that any donations to the Lucille A. Bova Food Pantry solicited from students by the Queensborough Student Association should be

prefaced with a reminder that the Food Pantry *is also a resource for students*, and that students who did not have the means to donate should be aware that they are welcome to stop by.

A special thanks, as always, to the members of the Food Insecurity Committee: Dr. Susan Jacobowitz (Secretary); Professor Sebastian Murolo; Dr. Sharon Ellerton; Dr. Chukwudi Ikwueze; Dr. Peter Bales; Professor Elizabeth Di Giorgio; Professor John Gilleaudeau; Dr. Lana Zinger; SGA President Mabely Salvador and Outgoing SGA Vice-President Michael Fischbach.

Respectfully submitted,

Emily S. Tai

Chair, Committee on Food Insecurity

#### **Appendix: Links and articles of Interest**

[New Research at Houston Community College Addresses Student Hunger](#)

[Governor Cuomo's mandate regarding Food Insecurity at CUNY and SUNY](#)

[Ending Food Insecurity at CUNY: What will it take?](#) Slide presentation by Nick Freudenberg, Distinguished Professor, CUNY School of Public Health

[Call for student testimonials on hunger and food insecurity.](#) Confidential testimonials help tell the story of hunger at CUNY and make the case for resources. Please share the announcement as you see fit.

[#GiveHealthy](#) Food Pantry Best practices and *tips for food drives and healthy donations.*

<http://www.feednyc.org/> Policy Committee on New York City Hunger Resources. Helpful food pantry management tools and other support.

[Feeding America](#) is a national resource for food banks and food pantries including a [mobile food pantry program.](#)

The [College and University Food Bank Alliance](#) is dedicated to providing support, training and resources to campus-based food banks/pantries and other food insecurity initiatives that primarily serve students.



[It's Hard to Study if You're Hungry.](#) NYT Op Ed by Sara Goldrick-Rab

“A robust general education is founded on the knowledge, concepts, methods and perspectives that students gain through the study of many academic disciplines. These disciplinary studies stimulate intellectual inquiry, global awareness, and cultural and artistic appreciation: they equip students to make informed judgments and remain engaged beyond the classroom. To that end, QCC promotes educational activities that allow students to demonstrate that they can:

1. Communicate effectively in various forms
2. Use analytical reasoning to identify issues or problems and evaluate evidence in order to make informed decisions.
3. Reason quantitatively as required in various fields of interest and in everyday life
4. Apply information management and digital technology skills useful for academic research and lifelong learning

To support these institutional general education outcomes, the academic departments—through their programs—**may also assess** the ability of students to:

- A. Integrate knowledge and skills in the program of study
- B. Make ethical judgments while recognizing multiple perspectives, as appropriate in the program of study
- C. Work collaboratively to accomplish learning objectives