Queensborough Community College
The City University of New York

<u>MINUTES</u>
of the April 10th, 2018
Academic Senate

President Diane Call called the seventh regularly scheduled meeting of the Academic Senate to order at **3:20 PM**

I. Attendance:

63 votes were recorded at the time attendance was taken; **68** members of the Academic Senate were present during the meeting.

Absentees: Hamid Namdar, Belle Birchfield, Franca Ferrari, Mi Seon Kim, Susan Jacobowitz, Julia Carroll, Barbara Blake-Campbell, Peter Irigoyen, David Salvador.
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II. Consideration of minutes of the March 13, 2018 meeting of the Academic Senate:

> A **motion** was **made**, **seconded**, and **adopted 61-0-1** to **approve the March 13, 2018 minutes as presented** (see *Attachment A of the April 10, 2018 Agenda)*. Abstained: Sibyl Xie. Did not vote: Anthony Kolios, Joanne Chang, Janet Urciuloi, Kareshma Khamraj, Jeremy Wahl.

III. Communications from:

  1. **President Call**

President Call referred to her written report *(Attachment B of the April 10, 2018 Agenda).* To see the full report, visit the Academic Senate website.

Dr. Clingan asked about a memo that was sent from VP Lynch to the department chairs. A conversation about the importance of submitting the VOE (Verification of Enrollment) in a timely fashion.

Dr. Pecorino asked about recent campus emails received regarding bomb threats and asked what the protocol was regarding emergencies.

Dr. Pecorino then asked that the minutes reflect the fine work that Dr. Ellis has expended in her role as chair of the Curriculum Committee ending this term.

  2. **Senate Steering Committee Report**

Chair Dr. Joel Kuszai referred to his written report (*Attachment C of the April 10, 2018 Agenda*). For the full report, visit the Academic Senate website.

IV. Monthly Reports of the Committees of the Academic Senate

  1. **Committee on Bylaws:** The Academic Senate voted **65-1-0** to accept changes to the bylaws charges of the Committee on Assessment and Institutional Effectiveness (see Attachment D of the April 10, 2018 Agenda). Voted No: Josephine Pantaleo. Did not vote: Edmund Clingan, Patrick Wallach.

  2. **Committee on Committees:** The Academic Senate received the Monthly Report for March 2018 and CoC chair Dr. Helmut Loeffler conducted an election of new members to standing committees of the Academic Senate.

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58 A **motion** was **made**, **seconded**, and **adopted 67-1-0** to **elect** the Committee on Committees
59 slate of proposed new members to Academic Senate Committees (see *Attachment E of the April*
60 *10, 2018 Agenda)*. Voted No: Mangala Tawde.
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62 **3. Committee on Curriculum:** The Academic Senate received the Monthly Report for March 2018
63 *(Attachment F of the April 10, 2018 Agenda)* and acted on the following items:
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66 **1. Course Revisions**
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68 **MUSIC DEPARTMENT**
69 MP-103 Recording Techniques I
70
71 A **motion** was **made**, **seconded**, and **adopted 68-0-0** to **approve** changes to MP-103 Recording
72 Techniques I in the Music Department. (*See Attachment F of the April 10, 2018 Agenda)*.
73
74 **BUSINESS DEPARTMENT**
75 CIS-101 Introduction to Microcomputer Applications
76
77 A **motion** was **made**, **seconded**, and **adopted 68-0-0** to **approve** changes to CIS-101
78 Introduction to Microcomputer Applications in the Business Department. (*See Attachment F of the*
79 *April 10, 2018 Agenda)*.
80
81 CIS-205 Introduction to Information Systems Management
82
83 A **motion** was **made**, **seconded**, and **adopted 66-1-0** to **approve** changes to CIS-205
84 Introduction to Information Systems Management (*See Attachment F of the April 10, 2018*
85 *Agenda)*. Voted No: Jennice Chance. Did not vote: Julian Stark.
86
87 CIS-208 Data Base Management Systems
88
89 A **motion** was **made**, **seconded**, and **adopted 68-0-0** to **approve** changes to CIS-208 Data
90 Base Management Systems (*See Attachment F of the April 10, 2018 Agenda)*.
91
92 BU-401 Elements of Marketing
93
94 A **motion** was **made**, **seconded**, and **adopted 68-0-0** to **approve** changes to BU-401 Elements
95 of Marketing (*See Attachment F of the April 10, 2018 Agenda)*.
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97 BU-402 Marketing Research
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99 A **motion** was **made**, **seconded**, and **adopted 68-0-0** to **approve** changes to BU-402 Marketing
100 Research (*See Attachment F of the April 10, 2018 Agenda)*.
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102 BU-404 Elements of Advertising
103
104 A **motion** was **made**, **seconded**, and **adopted 67-0-0** to **approve** changes to BU-404 Elements
105 of Advertising (*See Attachment F of the April 10, 2018 Agenda)*. Did not vote: Laura Sabani.
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107 BU-859 Desktop Publishing
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109 A **motion** was **made**, **seconded**, and **adopted 67-0-0** to **approve** changes to BU-859 Desktop
110 Publishing (*See Attachment F of the April 10, 2018 Agenda)*. Did not vote: Pedro Irigoyen.
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113   **2. New Courses**
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115   **BUSINESS DEPARTMENT**
116   BU-860 Professional Business Career Development and the Virtual Office
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118   A **motion** was **made**, **seconded**, and **adopted 68-0-0** to **approve** BU-860 Professional Business Career
119   Development and the Virtual Office (See Attachment F of the April 10, 2018 Agenda).
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121   **4. Committee on Food Insecurity:** The Academic Senate received the Monthly Report for March
122   2018 *(Attachment G of the April 10, 2018 Agenda).*
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124
125   **V.   Old Business**
126
127   None.
128
129   **VI.   New Business**
130
131   Dr. Beth Counihan and Dr. Jeffrey Jankowski were nominated for the CUNY-wide Common Core Course
132   Review Committee. A **motion** was **made**, **seconded**, and **adopted 68-0-0** to approve this nomination.
133
134   Dr. Schwartz reminded faculty that they should not endorse students running for the Academic Senate
135   because those students can then be disqualified.
136
137   The meeting was adjourned at 4:00 PM
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139   Respectfully Submitted,
140   John Talbird
141   Secretary, Steering Committee of the Academic Senate