

**QUEENSBOROUGH COMMUNITY COLLEGE THE  
CITY UNIVERSITY OF NEW YORK ACADEMIC  
SENATE  
ACADEMIC SENATE COMMITTEE ON PRE-COLLEGE, CONTINUING  
EDUCATION & WORKFORCE DEVELOPMENT**

TO: Secretary, Academic Senate Steering Committee  
FROM: Committee on Pre- College, Continuing Education, &  
Workforce Development, Eladia Raya, Chairperson  
SUBJECT: Annual Report  
DATE: May, 30 2017

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Committee Members: Rommel Robertson (Chairperson), Naydu Carmona  
(Secretary), Mike Metaxas, Mary Ann Rosa, Carol  
Goldfond, Steven Cheng

President's Liaison: Denise Ward

COC Liaison: OPEN

Steering Comm. Designee: Christine Mooney

Student Representative: Asma Manin

Dates Met: November 2, 2016; April 26, 2017;  
May 17, 2017

- The committee met in the fall on November 2, 2016. Committee chair, Dr. Robertson reviewed the Committee's charges for the new academic year. He reported on the continued cooperation with David Moretti to identify and replace missing documents/information from the committee's webpage after a recent migration to a new college server. Dr. Robertson also initiated an inquiry into the role of Dr. Melissa Dennihy on the committee as it was unclear as to whether she officially assigned to the committee. The chair discussed the committee's plan of action for the academic year 2016-17 as stated in the committee charge.

- The V.P. Denise Ward of the Office of Pre-College, Continuing Education, and Workforce Development reported to the committee. V.P. Ward briefed current and new committee members on function of department and clarified the committee's charge. She also updated the committee on new and continuing programs offered by the QCC division of Pre-College, Continuing Education and Workforce Development [PC-EC-WD] for Fall 2016.
- Pre-college (PC)
  - BTECH program- currently developing student readiness assessment tool
  - Chinese Academy- currently serving ~425 students and introduced a new program “American Mathematics Competitions” designed to identify, recognize and reward excellence in mathematics through a series of national contests
  - Kids & Teen college: new college prep, state exam prep, and summer programs (i.e. PSAT, redesigned SAT test prep, Getting Ready for college)
  - College Now- serving ~1200 students from 11 different high schools, 300 attend QCC
  - Project Prize Liberty Partnership serving ~ 240 students from Grades 5-12
- Continuing Education (CE)
  - New Fall 2016 CE programs include:
    - Documentary photography: A Social Approach- a course designed to encourage registrants to explore and practice documentary photography as one of the most effective and inspiring disciplines.
    - Art History: Couples in the Art World
    - Movies and Writing: Tributes to Legends- a course that celebrates the lives of cinematic celebrity.
    - History Series: Election of 1960 (Nixon vs Kennedy), Paris Peace Conference 1919 (The peace to end all wars), William McKinley & Theodore Roosevelt (Spanish American War)
    - Mindful Movement and Wellness: Vinyasa Flow (Low Impact)

- Dance: Ballet Fitness- utilizes ballet movements to create strength, flexibility, core conditioning and aerobic capacity using classical and multi-genre music to promote physical and mental well-being.
- Internal Martial Arts: Qigong (five animal) and Tai Chi (Bagua-walking)
- Workforce development programs (WD)
  - Include certificate programs/industry programs
  
- In the Spring the committee held its second meeting on April 26, 2017. Committee chair, Dr. Robertson provided an update on the recent changes to the Committee website. Melissa Dennihy's status on the committee was resolved and it was determined she was erroneously notified of her membership on the committee. The chair also notified relevant members of their soon-expiring term serving on the committee. Dr. Tai addressed the committee and discussed matters pertaining to the participation of student representatives on college committees.
  
- The V.P. Denise Ward of the Office of Pre-College, Continuing Education, and Workforce Development reported to the committee. Denise Ward provided committee members with a detailed chart encompassing all programs offered by the Pre-college, Continuing Education & Workforce Development Department (see Appendix A).
  - V.P. Ward provided updates on the following Precollege Programs:
    - BTECH awards will support program expansion
    - CUNY Start will also expand reading and writing programs
    - College Now/Focus currently has 9 high schools participating in the program
    - Connect-2-College a QCC funded program with teachers paid by the DOE. While the teachers do not get hired by QCC as adjuncts – as in College Now -- teachers must be interviewed and approved by program Chairs. HS teachers are expected to follow the QCC curriculum and syllabus

provided to them. Teachers are asked to provide student artifacts and sample exams and teaching materials to QCC departments and are sometimes observed by college faculty. Current collaboration with Mineola H.S. offers a 30cr ET certificate program to 17 students. Participants are self-selected by the H.S. and students who earn the certificate will be encouraged to complete their degree at QCC.

- Chinese Academy is a tuition based program that currently serves 430 students from 1<sup>st</sup>-12<sup>th</sup> grade.
  - The Liberty Partnership NYSED program is schedule to end on August 31<sup>st</sup> 2017. A new proposal was submitted and is pending.
  - 21<sup>st</sup> Century Community Learning Center NYSED grant proposal was denied and the program will end on June 30<sup>th</sup>.
  - CUNY Explorers program will potentially replace 21<sup>st</sup> CCLC as a pre-college program. The program paid for by both NYC DOE and CUNY. College campuses, including QCC, will provide on-campus tours and other activities for 7<sup>th</sup> graders from NYC public schools. The program will hire college students as mentors and will provide program workshops.
  - Summer Start, a CUNY Start program, is a 12 week condensed math program designed to eliminate participating students' need for remedial math
- Provided updates on Con't Ed. & Workforce Development Programs
    - Multiple Repeaters program is designed to assist students who do not pass out of remediation courses twice and who have attended two additional workshops. This is a fee-based reading/writing remediation program. CLIP and CUNY Start teachers design and teach the courses with 6-10 students enrolled per semester.
    - New Certified Recovery Peer Advocate program is designed to train recovering addicts with experience in substance use recovery programs for careers helping others in recovery.

The program is a tuition-based certificate program funded by the NYC Small Business Services and it is the first program of its kind in NYC. The program was acknowledged by [Mayor Di Blasio](#).

- Martin Van Buren program ending
- V.P. Ward and 1199 SEIU union are working to develop a Medical Assistant apprenticeship program

The America's Promise DOL Grant (tech industry CUNY collaborative program)- includes three participating colleges (QCC, BMCC, KBCC). QCC will serve 325 students. The program will offer 4 ET enhanced courses that will better prepare the students for workforce skills required in the tech industry. It will also include one Capstone course: students are given a problem to work on and the steps to the solution are documented in a portfolio.

- The final meeting of the academic year took place on May 17, 2017. The committee welcomed Alice Doyle and Wenjian Liu as newly elected members. The committee Chair thanked the two outgoing members for their contributions to the committee: Naydu Carmona (Secretary) and Steven Cheng. Elections were held to select a new committee secretary. Mike Metaxas and Carol Goldfond were nominated to serve as secretary. Carol Goldfond was elected (5-0) as the new committee secretary. The returning committee members expressed their heart felt gratitude and appreciation to the outgoing secretary Naydu Carmona and fellow committee member Steven Chen for their dedication, hard work, and service to the committee.

I would like to thank all the members of the committee for their support, the secretary for her assistance during the year and especially, I would like to thank Vice president Denise Ward for her thorough reports on the many programs and initiatives she oversees as Vice President of the office of Precollege, Continuing Education & Workforce Development.

***Appendix A***

***Division of***

***Pre-college, Continuing Education, Workforce Development and  
Grants/Sponsored Programs***

***As of 3/31/2017***

***Denise Ward, MBA***

***Vice President***

***Jeff Chen***

***Assistant Dean of Continuing Education & Workforce Development***

***Pre-college***

<b>Program</b>	<b>Description</b>	<b>Funding Source</b>	<b>Students</b>	<b>Annual Enrollment</b>
<b>*(OAA involvement)</b>				
<b>*BTECH (Business</b>	6 year ECI; free;	Grants/	9 <sup>th</sup> -14 <sup>th</sup> gr	100 per year – in 3 <sup>rd</sup>

<b>Technology Early College High School)</b>	students earn HS diploma; A.A.S degree (CIS or IIT); dual credit; exp. Learning; internships; job opp.; industry partner - SAP	NYCDOE/ CUNY/ SAP		year
<b>*CLIP (CUNY Language Immersion Program)</b>	ESL Immersion; 12 week/25 hr per wk; for QCC admitted students; prior to credit courses; 3 semesters	CUNY/students pay a minor fee	HS graduates; QCC admitted students ; lowest scores	750 approx.
<b>*CUNY Start</b>	Math and English Immersion; fall/spring up to 16 weeks; FT- M&E(25hrs); PT- M or E(12hrs); Sum. Math Start 12 weeks	CUNY/students pay a minor fee	HS graduates; QCC Admitted students; lowest scores	500 approx.  (expanding PT programs by 100 in fall/spring '17/18)
<b>*Liberty Partnership/ Project Prize</b>	Youth Development and College Readiness 5 yr. grant renewed consistently for 22 years  In High Schools; Sat. on campus programs; fall, spring, summer	NYSED	6 <sup>th</sup> -12 <sup>th</sup> gr	350 approx.
<b>*21<sup>st</sup> Century Community</b>	Youth Development;	NYSED	6 <sup>th</sup> -12 <sup>th</sup> gr.	550

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<b>Learning Center</b>	Academic Enrichment; dual credit courses; college readiness; renewed twice in 7 years; ends 6/3017. After school; Saturday fall, spring and summer programs			
<b>*College Now/College Focus</b>	CN: Dual Credit courses; in 9 HS; sat and summer program on campus; HS teachers hired as adjuncts and teach courses after school hours  CF: English/Math remediation – prep for CUNY exams	CUNY	CN 10 <sup>th</sup> -12 <sup>th</sup> gr  CF 11 <sup>th</sup> -12 <sup>th</sup> gr	1200 ea fall and spring  25 summer
<b>*Connect2College</b>	Dual Credit courses; HS teachers approved by Dept. Chairs and paid by the HS; courses taught at the HS during school hours; includes one 30 cr. ET Certificate program at Mineola HS partially taught at QCC	QCC/HS	10 <sup>th</sup> -12 <sup>th</sup> gr	300
<b>Chinese Academy</b>	Mandarin/Pynchon classes/12 levels plus culture classes	Tuition Based	1 <sup>st</sup> -12 <sup>th</sup> gr.	430

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	for students living in Chinese families (mostly 2 <sup>nd</sup> /3 <sup>rd</sup> generation where Mandarin is not spoken to child) Classes are open to all students regardless of heritage			
<b>Kids/Teens College</b>	Various Test Prep (SAT, Specialized HS, state exam), academic enrichment, STEAM programs in computers, writing et al, athletics,	Tuition Based	k-12 <sup>th</sup> gr.	243
<b>Oasis Summer Camp; —</b>	Summer camps vendor run; recreational, academic enrichment, athletics	Contract	k-12 <sup>th</sup> gr.	1,620

### ***Continuing Education***

<b>Program</b>	<b>Description</b>	<b>Funding Source</b>	<b>Students</b>	<b>Annual Enrollment</b>
<b>Adult Personal Enrichment</b>	53 courses in Computer tech, Social Media,  Photography, Art, Literature, History, Music Lifestyle, Movement/Wellness, Dance, Tennis, Golf, Swimming, & Fitness	Tuition	18 + yrs	1,807

<b>*Preparatory Skills</b>	High School Equivalency (HSE) Prep, ESL, Port of Entry ESL, Multiple Repeaters R/W	Tuition	18+yrs.	425

## ***Workforce Development***

<b>Program</b>	<b>Description</b>	<b>Funding Source</b>	<b>Students</b>	<b>Annual Enrollment</b>
<b>Acctg/Bkkg Certificate</b>	3 courses	Tuition	Adults	42
<b>Computer Related Certificates</b>	Quickbooks, MSOffice,	Tuition	Adults	82
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<b>Professional Certificates</b>	Driving Instructor; Notary Public; Enrolled Tax Agent CEU, R.E. Salesperson License, Tax Practitioner's, OSHA	Tuition	Adults	174
<b>Fitness Certificates</b>	PT Nat'l Certification	Tuition	Adults	17

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<b>Health &amp; Allied Services Certifications</b>	CPR/Basic Cardiac Life Support, Standard First Aid		Tuition		Adults	124
	*EMT Basic and Refresher Cert.		Tuition		Adults	58
	C.N.A.		Tuition		Adults	16
	EKG Technician		Tuition		Adults	26
	Phlebotomy Technician		Tuition		Adults	34
	Infection Control Techniques/Licensing		Tuition		Adults	11
	Child Abuse ID and Reporting Cert.		Tuition		Adults	23
	Teacher Certification for School Violence Prevention & Intervention Seminar		Tuition		Teachers	28
	*Nursing Program Pre-admission (NLN PAX) Exam Prep		Tuition		Nursing Program Candidates	98
	Certified Hemodialysis Tech (CHT); Certified Hemodialysis Biomedical Tech (CHBT); Certified Hemodialysis Nurse		Tuition		Adults and Nurses	14

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	(CHN)					
	Emergency Room Technician		Tuition		Adults	5
	Medical Office Assistants/Patient Care Tech		Tuition		Adults	7
	Medical Billing & Coding		Tuition		Adults	61
<b>Grant/Contract Workforce Programs</b>						
	*Major Effort #1: Providing Career Services, Internships and Job Opportunities for Certificate Program and A.A.S degree program students		NYSED Perkins		QCC Students and Adult Workforce Development Students	250
	Career Service Liaison for BTECH to manage and develop internships and job development		SAP		For BTECH students	300 to date
	Home Health Aide		NYC Dept. of Small Business Services (NYC		Adults	100

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			SBS)			
	Pre-med program for Martin Van Buren HS		NYC DOE		12 <sup>th</sup> Gr. Students	20
	*Effects of DSRIP Legislation of the Role of Medical Assistants (research and curriculum dev'l)		Carroll & Milton Petrie Foundation		n/a -- 3 faculty (BIO, BUS, NURSING) and Wkf. Admins.	N/A
	*Certified Recovery Peer Advocate ( 1 <sup>st</sup> program of its kind in NYC)		NYC SBS		Adults	40
	Certified Hemodialysis Tech.		NYC Department of Youth & Community Development (NYC –DYCD)		18-24 yrs.	30
	Preparing the Workforce of Tomorrow for Careers in Technology and Cybersecurity		NYSDOL - WDI		Adults	16
	*4 yr. Strategies for Workforce Development – Aligning Credit and Non Credit programming		Capital One Foundation			N/A

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	<p>through Data Analytics and Remedial Modeling. A study of the Indicators of Student Readiness (ISRs ) developmental model on A.A.S. degree candidates at BTECH</p>					
	<p>*5 yr. CUNYTech Works: Develop enhanced curriculum for 5 IIT courses to satisfy employer skills and competencies; provide job internships and placements.</p>		<p>America’s Promise DOL</p>	<p>A.A.S. degree candidates; BTECH HS grads; unemployed and underemployed adults</p>		<p>60 (Proj. avg. annual enrollment)</p>
	<p>*CUNY 2020: Allied Healthcare and Economic Expansion. \$10m funding to purchase building; partner with Healthcare Center; open allied healthcare training center and healthcare center; renovate biology tech lab on campus; establish free community programs with center and CUNY Law School.</p>		<p>NY State CUNY 2020 Governor’s Economic &amp; Workforce Development challenge</p>			<p>200 (Proj. avg. annual enrollment)</p>

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