

**Steering Committee Report
Academic Senate Steering Committee
Queensborough Community College
November 2018**

This month we have two more annual reports, one from the Committee on Admissions and another from the Committee on Committees (CoC). Also included on the November agenda is a monthly report from the CoC. Please note that due to last minute ADA compliance issues, we have withheld the Committee on Curriculum (CC) report scheduled for inclusion this month and already approved by the CC. We deeply regret the delay in including curricular items. See below for more information about our efforts, led by Secretary Jannette Urciuoli.

This month we also have an item relating to a change in the Bylaws charge of Committee on eLearning drafted by that committee under the guidance of its chair Dr. Kevin Kolack. It was approved by the Committee on the Bylaws and will be presented by Bylaws Chairperson, Senator Ben Murolo. Here is the rationale for the change included in full: “Academic freedom guarantees that the design and delivery instructional material lies with individual faculty members. The scheduling of online course sections, be they traditional, hybrid, fully online, or any variant, resides with the academic departments. So too does the observation of instruction lie with the academic departments. There is a need for resources for the academic departments to use as they determine who is qualified or prepared to teach in the online modalities of instruction and to determine the quality of such instruction. The members of the Academic Senate eLearning Committee are in the process of developing such resources in cooperation with the Center for Excellence in Teaching and Learning and the Office of Educational Technology” (Attachment H, November 13, 2018 meeting of the Academic Senate).

The second item that needs to be decided is a follow-up to last month’s introduction by Senator Pecorino of a resolution that would require notification of the college community as to the rights and responsibilities of faculty with respect to religious observances. Last month, upon release of the agenda and materials for the October meeting, Senator Pecorino sent the Academic Senate a communication with further information. Although there was no discussion at the meeting, the Steering Committee hopes that we may discuss it this month before taking a vote on the matter. As a courtesy, here is the [Interfaith Calendar](#), generally regarded as the best source for information about religious observances.

The Steering Committee, led by Secretary Jannette Urciuoli, had over 20 faculty attend the first ADA compliance workshop facilitated by Tania from CATS (CUNY Assistive Technology Services) and Dave Moretti (Director of Web Services). The workshop was initially planned for committee chairs and secretaries;

however due to interest from other faculty, all faculty and CLTs were invited. There are two more ADA compliance workshops set up for Monday Nov. 12 at noon in L 117 and Wednesday November 14 at 2:10 in LB 24. Faculty and CLTs have received 2 emails informing them of these workshops. The Steering Committee will send out reminder emails several more times prior to the workshops.

In addition, Dave Moretti has been working on web-based templates that will assist with writing up ADA compliant reports (minutes, monthly reports, annual reports) by committee secretaries and chairs. Creating these templates will be a working process among key individuals that is Dave Moretti, the Steering Committee and Committee Chairs and Secretaries. We hope to have them complete by the spring semester.

The ADA issue is not one to take lightly and the Steering Committee is hard at work, not only offering workshops and assisting committee chairs with compliance issues, but we are actively pursuing other options in order to find resolution to what has become an untenable situation for all involved. We urge the college community to come together and resolve these issues with ADA compliance on all work-products produced by employees of the College.

Deadline for December agenda items and reports is November 26, 2018.

Academic Senate Steering Committee
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