

Agenda  
Academic Senate Meeting  
Date: Tuesday, October 9, 2018  
Time: 3:10 p.m.  
Location: Room M-136

- I. Attendance
- II. Consideration of the minutes from September 25, 2018 meeting (Attachment A)
- III. Communications from:
  - CUNY Board of Trustees (<http://www2.cuny.edu/about/trustees/>)
  - President Timothy Lynch (Attachment B)
  - Senate Steering Committee Report (Attachment C)
- IV. List of Graduates August 2018 (Attachment D). *Vote to be taken.*
- V. Annual Reports of the Committees of the Academic Senate
  - Academic Development/Elective Academic Programs (ADEAP) (Attachment E)
  - Cultural and Archival Resource (Attachment F)
- VI. Monthly Reports of the Committees of the Academic Senate
  - Committee on Committees – September 2018 Monthly Report (Attachment G).
- VII. Old Business
- VIII. New Business
  - Proposal for discussion: Religious Observance Policy and Procedure (Attachment H).
  - Access to Workspaces Outside of Posted “Hours of Operation” (Attachment I).
  - Food Pantry Fundraising Plan (Attachment J).

Jannette Alejandra Urciuoli, Secretary  
Academic Senate Steering Committee

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

**MINUTES**  
**Of the September 25th, 2018**  
**Academic Senate**

President Timothy Lynch called the first regularly scheduled meeting of the Academic Senate to order at **3:15 PM**

**I. Attendance:**

63 members of the Academic Senate were recorded at the time attendance was taken; 71 members of the Academic Senate were present during the meeting.

**II. Consideration of minutes of the May 8, 2018 meeting of the Academic Senate:**

A motion was made, seconded, and adopted 67-0-2 to approve the May 8, 2018 minutes as presented (see Attachment A of the September 25, 2018 Agenda).

**III. Communications from:**

**1. President Lynch**

The Senate received President Lynch's September 2018 Report (see Attachment B of the September 25, 2018 Agenda.) To see the full report, visit the [Academic Senate website](#).

Senator Clingan, who also chairs the QCC Professional Staff Congress (PSC) chapter, rose and announced that the PSC chapter received an award from New York State United Teachers (NYSUT) for the chapter's work on VOTE COPE and increasing political action in the area.

**2. Senate Steering Committee Report**

Chair Dr. Joel Kuszai referred to the written report. Secretary Dr. Urciuoli addressed the Senate regarding ADA compliance issues and stressed the importance of having all documents sent to the Steering Committee to be ADA compliant (see Attachment C of the September 25, 2018 Agenda). For the full report, visit the [Academic Senate website](#).

**IV. Elections**

**Faculty Member at Large**

46 Nominations for Faculty Member at Large: Vasqen Shekoyan, Pete Mauro, and  
47 Rezan Akpinar. Results: Dr. Pete Mauro was elected with 28 votes, Dr. Akpinar  
48 received 26 votes and Dr. Shekoyan received 14 votes.  
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## 50 **V. List of Potential Graduates**

51  
52 **June 2018**

53  
54 A **motion was made, seconded, and adopted 65-0-0** to approve the list of June  
55 2018 graduates (see Attachment D of the September 25, 2018 Agenda). Note:  
56 student senators not eligible to vote.  
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## 58 **VI. Annual Reports of the Committees of the Academic Senate**

59 The following committee reports included in the September 25, 2018 Agenda were  
60 received by the Academic Senate:  
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- 62 1. Assessment and Institutional Effectiveness (Attachment E)
- 63 2. Committee on Bylaws (Attachment F)
- 64 3. Computer Resource (Attachment G)
- 65 4. Committee on E-Learning (Attachment H)
- 66 5. Environment, Quality of Life, and Disability Issues (Attachment I)
- 67 6. Committee on Food Insecurity (Attachment J)
- 68 7. Library (Attachment K)
- 69 8. Pre-College, Workforce Development and Continuing Education (Attachment L)
- 70 9. Student Activities (Attachment M)
- 71 10. Vendor Services (Attachment N)
- 72 11. WIDWAC (Attachment O)

## 74 **VII. Monthly Reports of the Committees of the Academic Senate**

- 75  
76 • **Committee on Curriculum:** The Academic Senate received the May 2018  
77 Monthly Report (see Attachment P of the September 25, 2018 Agenda) and  
78 acted on the following items:  
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### 80 **1. Course Revisions**

#### 81 **BIOLOGICAL SCIENCES AND GEOLOGY DEPARTMENT**

82 BI-110

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84 A **motion was made, seconded, and adopted 67-0-1** to approve  
85 changes to BI-110 in the Biology Department. (See Attachment P of the  
86 September 25, 2018 Agenda.)  
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#### 88 **BUSINESS DEPARTMENT**

89 CIS-152

90 A **motion was made, seconded, and adopted 70-0-0** to approve  
91 changes to CIS-152 in the Business Department. (See Attachment P of  
92 the September 25, 2018 Agenda.)

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## 2. Course Deletion

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### DEPARTMENT OF BUSINESS

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#### BU-802

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100 A **motion was made, seconded, and adopted 69-1-0** to delete BU-802  
101 from the Business Department's course offering. (See Attachment P of the  
102 September 25, 2018 Agenda.)

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- 104 • **Committee on Curriculum:** The Academic Senate received the September  
105 2018 Monthly Report (see Attachment O of the September 25, 2018 Agenda)  
106 and acted on the following items:

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### 1. Course Revisions

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#### PHYSICS DEPARTMENT

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##### PH-450

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112 A **motion was made, seconded, and adopted 69-0-0** to approve  
113 changes to PH-450 in the Physics Department. (See Attachment P of the  
114 September 25, 2018 Agenda.)

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### 2. New Course

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#### ENGINEERING TECHNOLOGY DEPARTMENT

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##### ET-574

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120 A **motion was made, seconded, and adopted 71-0-0** to approve  
121 changes to ET-574 in the Department of Engineering Technology. (See  
122 Attachment P of the September 25, 2018 Agenda.)

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## VIII. Old Business

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125 None.

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## IX. New Business

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128 President Lynch shared the following information:

- 129 ○ No new information regarding the Chancellor's search
- 130 ○ there is minimum information on the search for the President of QCC.
- 131 ○ Working on guidelines to allow personnel access to office space outside of  
132 normal business hours as long as engaged in working activity and public  
133 safety is notified– thank you to VP Falkner for assisting with this  
134
- 135

136           ○ Food pantry is an institutional priority....

137

138           Senator Bales Chair of the Food Insecurity Committee also spoke highly about  
139           how the food pantry is being folded into our college community.

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141           Senator Lieberman announced that two new courses PH 401 and PH 402 need  
142           to be changed to another number because these numbers were used some time  
143           ago. He proposed to change them to PH 421 and PH 411. Senator Holden,  
144           Chair of the Curriculum Committee, announced that the curriculum committee  
145           met, addressed this concern, and passed the revision proposed by Senator  
146           Lieberman.

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148                   A **motion was made, seconded, and adopted 70-1-0** to approve  
149                   changes to PH-401 and PH 402 in the Physics Department.

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151           Grace McGee from NYPIRG spoke about the Voter Registration Drive. She  
152           thanked everyone who has allowed her to speak in their classes. She asked the  
153           faculty to email ([Gmcgee@nypirg.org](mailto:Gmcgee@nypirg.org)) her a request to either come to their  
154           classes or not come.

155

156           The meeting was adjourned at 3:51 PM

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158           Respectfully Submitted,

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160           Jannette Alejandra Urciuoli

161           Secretary, Steering Committee of the Academic Senate



## President's Report to the Academic Senate October 10, 2018

### ENROLLMENT MANAGEMENT UPDATE

- The Office of Admissions has begun recruitment for the Spring and Fall cycles by visiting local High Schools and attending college fairs. CUNY launched a new student friendly application for spring 2019 with an intuitive design that makes information easier to enter. The Admissions staff has attended trainings and is preparing for the implementation. Also, QCC hosted the first CUNY conference on Friday, October 5<sup>th</sup>, which provided an opportunity to network with CUNY colleagues and over 100 college counselors. **Our annual Fall Open House is Sunday, October 28<sup>th</sup>.** Prospective students and their families are invited to campus to hear from faculty, staff and QCC students about the many benefits and opportunities available at QCC.
- The Office of Academy Advisement officially began advisement for continuing students on Monday, September 24<sup>th</sup>. All continuing students have been invited to participate in this early advisement outreach. Students enrolled in special programs (ASAP, College Discovery, CSTEP, COPE, International Students, Veterans, etc.) will be able to register for Winter/Spring 2019 courses beginning **Tuesday, October 16<sup>th</sup>**. Students with a cumulative GPA of 2.0 or higher will be able to register for Winter/Spring 2019 courses on **Wednesday, October 17<sup>th</sup>** and all new students (freshman, transfer & readmits) will be advised and registered starting the week of **Monday, November 5<sup>th</sup>**.
- Student Honors -- QCC students Ms. Alicia Christian, Ms. Andrea Black, Ms. Shayna Lee, Ms. Amy Zhang, and Ms. Zhenyi Wang have been selected as recipients of the **2018 Student Government Association Merit Scholarship**. Each student will receive up to \$1,000 to be applied directly towards their tuition expenses for the Fall 2018 semester, with funding supported by the Queensborough Student Government Association. Congratulations to these students on this academic achievement!
- Yet another QCC student, Mr. Dexter Green, was selected as a recipient of the **2018 Jacqueline Schiller Scholarship**. The Jacqueline Schiller Scholarship Fund was established by The New York Community Trust to provide scholarships to CUNY students studying in the fields of literature and/or history, who are among the best and brightest and who demonstrate financial need. Mr. Green will receive up to \$1,000 in scholarship funds for the Fall 2018 semester.

## STUDENT RESOURCES

- Faculty and staff are asked to encourage our students to avail themselves of the valuable and free resources through the ***QCC Single Stop Program***, located in the Library Building, Room 432A. Services provided include (but not limited to) financial benefits screening, financial counseling, legal assistance, tax preparation services, food bank, housing assistance and more. Additional information can be found online at [www.qcc.cuny.edu/singlestop](http://www.qcc.cuny.edu/singlestop).
- Emergency funding is available to students who face a financial crisis that puts at risk their continued enrollment toward their QCC degree. Supported through a grant from ***The Carroll and Milton Petrie Foundation***, the funds provide one-time, emergency grants to students in good standing with short-term financial emergencies to enable them to remain in school, rather than being forced to leave or drop out. Ms. Veronica Lukas, Executive Director of Student Financial Services, will be sending periodic e-mail reminders to the college community outlining the grant eligibility and encouraging faculty and staff to refer students to apply. Please refer students with short-term financial emergencies to the Office of Financial Aid Services located in the Library Building, Room 409. Additional information can be found at [www.qcc.cuny.edu/scholarships](http://www.qcc.cuny.edu/scholarships)
- ***The Jack Kent Cooke Undergraduate Transfer Scholarship*** is now open and accepting applications from prospective eligible students. This scholarship awards up to \$40,000 per year to attend a four-year accredited undergraduate school. Each award is intended to cover a significant share of the student's educational expenses, including tuition, living expenses, books and required fees, for the final two to three years necessary to complete their baccalaureate program. The deadline to apply is **Tuesday, November 27, 2018**. For additional information, please visit <https://www.jkcf.org/our-scholarships/undergraduate-transfer-scholarship/how-to-apply/>.
- QCC will once again be participating in the Global Citizenship Alliance Study Abroad Program by sending sixteen (16) students to Salzburg, Austria during Spring Break 2019. Applications are available in the Center for International Affairs, located in the Library Building – Room 431, as well as through their website. All applications must be submitted no later than **Wednesday, November 14<sup>th</sup>, 2018** For additional information, including eligibility requirements, please visit <http://www.qcc.cuny.edu/isa/salzburg-global-seminar.html>.

## ACADEMIC AFFAIRS

### Middle States Self-Study Update

- Our campus is preparing for the Middle States evaluation team site visit, scheduled for **March 2019**. A draft self-study report will be distributed to the campus for comment and suggestions, shortly. Open forums will be held throughout the Fall semester to review

and discuss the report and to place it in the context of Middle States standards and the College's mission and goals. The report is due to Middle States in **February 2019**. The evaluation team will arrive on **Sunday, March 24, 2019**, and leave campus on **Wednesday, March 27, 2019**. On the Sunday afternoon of the evaluation team's arrival, the college will host a reception for the team. Beginning on Monday morning, the team will spend two full days on campus, meeting with constituencies across campus. The purpose of the site visit is to provide the team members an opportunity to corroborate what they have read in the report. They will ask questions that will help them better to understand the self-study report and to clarify and confirm their findings. On Wednesday morning, the team chair will present preliminary findings at a campus forum. These are the findings that will be submitted to the Middle States Commission for their consideration when the commission meets in **June 2019** to render an accreditation decision. This is an extremely significant accreditation event for the college, one that will happen once every eight years, which requires the efforts and support of everyone. Please make note of these important dates on your respective calendars.

### **Center for Excellence in Teaching & Learning (CETL)**

- CETL and the Office of Educational Technology (OET) continue to offer a full menu of professional development opportunities and are available for individual consultations regarding your instructional practice, scholarship, and use of educational technology. Please see the CETL and OET pages of our college web site ([www.qcc.cuny.edu/cetl](http://www.qcc.cuny.edu/cetl)) for a full calendar of events and contact information.

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

- QCC's workforce development program to train Medical Office Assistants at St. John's Episcopal Hospital came to a successful conclusion in September, 2018. The 1199 SEIU healthcare union-funded program, consisting of 340 didactic hours and 120 internship hours, ran over an 8-month period culminating in all of the 14 students passing a nationally-recognized certification exam as MOAs.
- QCC has won two contracts to train 300 Health & Hospitals Corporation (HHC) healthcare workers through 2019. We will develop the curriculum and deliver training to HHC's front-line workers in Behavioral Health (BH) and Managed Long-Term-Care (MLTC) units. This project is at the forefront of an industry-wide trend in transitioning its workforce into community and home-based settings.

### **Grants Awarded September 15, 2018 through September 27, 2018**

- New York State Assembly: \$25,000, Jeff Chen, Discretionary Funds from Assemblyman Ron Kim for Workforce Programming



## OFFICE OF MARKETING AND COMMUNICATIONS

### Faculty: Awards and Honors:

- An impressive \$1,594,202 award from **The National Institutes of Health** will provide an additional five years of funding for the Bridges to the Baccalaureate Program that started at Queensborough in 2002. The program is a partnership between Queensborough, Queens College and The City College of New York to achieve the long-term goals of training and graduating under-represented science students, and to facilitate their transfer to baccalaureate programs in biomedicine or behavioral science. Congratulations to Dr. Pat Schneider on securing another round of this important grant.
- Congratulations to Dr. Cheryl Spencer, Professor in the department of Nursing, who has been named the Northeastern Regional Director of the Organization for Associate Degree Nursing, recognized nationally for promoting academic progression of graduates in furthering education to reach their maximum professional potential. The organization also serves as a platform for faculty to develop and present scholarly works.

### Students: Awards and Honors:

- Congratulations to Biotechnology student Mateo D. Sàenz, who is a recipient of a **National Science Foundation Research Award**. Mateo, who is the current entrepreneurial lead for the CUNY I-Corps, has worked with Drs. Naydu Carmona and Monica Trujillo of the department of Biological Sciences and Geology in presenting scientific research and in publishing a paper in the Columbia Undergraduate Research Journal. Mateo has also worked with Professor Michael Lawrence of the department of Engineering Technology and Dr. Christine Mooney of the department of Business, both of whom guided him through his participation in the CUNY I-Corps Program. Mateo spoke on behalf of CUNY at the NSF Inclusion Summit in Washington, D.C., on October 4th.
- The inaugural **Sallie Bingham Grant** to fund student-directed productions and readings of historic women's plays was awarded to Queensborough student Ksenia Volynkina and her faculty mentor, Dr. Jodi Van Der Horn-Gibson. Together they collaborated on a recent production of *The Owl Answers*, a one-act play by renowned African American writer Adrienne Kennedy. Queensborough is the only community college in the country to win the grant. Congratulations to Ksenia, Dr. Van Der Horn-Gibson, Dr. Georgia McGill and the production team which was made up entirely of students.

## FACILITIES UPDATE

### Fiscal Year 2019 Budget Update

- Our FY 2019 financial plan was prepared in accordance with the priorities established in the Queensborough 2019 Strategic Plan, as developed and approved by the College

Advisory Planning Committee (CAPC) process. Under the leadership of our Executive Director of Budget & Resource Planning Director, Marc Carpentier, we've completed a three year zero-based budget review of the requests from all Academic and College departments. This process ensures maximum utilization of our resources in support of the QCC and CUNY strategic plans and yielded an average of 8% in savings. The savings, achieved in collaboration with all departments during the budget process, have helped reduce the impact of reductions in FTE support from New York State, as well as increases in centralized CUNY administrative charge-backs to all the community colleges in FY 18 and continuing into FY19. This allows the College to continue to invest in our priorities of increasing the full-time faculty to student ratio, student support services and infrastructure improvements. The 2018 QCC budget remains stable, and includes a prudent reserve.

## UPCOMING EVENTS

- **Campus Conversation** - This year's Campus Conversation, informal discussion among faculty and staff sponsored by the Office of Academic Affairs, will be held **Monday, October 15, 3:00-5:00pm**, in the Oakland Dining Room. The topic of the Campus Conversation will be on *Middle States Update*.
- **Dean's List and 30-Credit Milestone Ceremony** - The Ceremony recognizing students who have achieved Dean's List and/or 30-Credit Milestone status for the Spring 2018 semester will be sponsored by the Office of Academic Affairs and held on **Tuesday, October 16<sup>th</sup> from 6:30 pm to 7:30 pm** in the Humanities Theatre.
- The College will be honoring employees with continuous service who have worked twenty (20), thirty (30) and forty (40) years at the **Celebration of Service** to be held on **Thursday, October 18, 2018 at 5:30 p.m.** in the Student Union. This year we are inducting 27 faculty, staff and adjuncts into the 20 year association. Seven (7) faculty and staff members will be recognized for their 30 years of service and one (1) faculty member will be recognized for his 40 years of service to Queensborough.
- **Responsible Conduct of Research (RCR) workshops** - The next two upcoming RCR workshops for the Fall 2018 semester are: **Friday, October 19<sup>th</sup> 3 pm, and Wednesday, November 7<sup>th</sup> 3 pm, at CETL Lab (L313)**. QCC students and faculty who are involved in a research project on campus are required to (1) complete the Responsible Conduct of Research (RCR) CITI online training and (2) participate in an in-person RCR workshop within six weeks of starting the project.
- Queensborough and the Department of Biological Sciences and Geology will host the 51<sup>st</sup> Annual Fall **Metropolitan Association of College and University Biologists (MACUB)** regional conference on **October 27**.
- The Office of Admissions will host the *QCC Fall Open House* on **Sunday, October 28<sup>th</sup>**. This annual event invites prospective students and their families to learn more about the Queensborough Difference. Guests will have the opportunity attend sessions about the

Academies, speak with various members of the campus community and to tour our campus.

- The *Veterans' Day Reflection and Remembrance Ceremony* will take on **Wednesday, November 7<sup>th</sup>** at 9:30 am at the Charles F. Bova Veterans Memorial Grove. The ceremony will be held to honor our military members, past and present. In the week honoring our veterans, let us recommit to showing our respect and gratitude to those who have served, especially the veterans on our faculty, staff, and among our students. We invite the Queensborough community to join us!
- On **Wednesday, November 7<sup>th</sup>**, the Office of Career Services will hold its annual *Internship & Cooperative Education Forum* from 12:00 – 3:00 pm in the Student Union-Upper Level. Representatives from approximately 57 organizations, Faculty Cooperative Education Coordinators and other interested faculty throughout the College will be present to speak with students regarding internship opportunities. For more information, please visit <http://www.qcc.cuny.edu/careerservices/Internship-coop-forum.html>.

### Art Gallery

- **Thursday, October 12<sup>th</sup>** is the opening reception (**5:00 p.m. – 8:00 p.m.**) for the exhibit *Deformity Masks and their Role in African Cultures: The Ann Goerd Collection*. The unique collection features masks that depict facial and body deformities originating from a variety of cultures across the continent of Africa.
- The current exhibition in the QCC Art Gallery, *WOW Taiwan*, presents a unique interpretation of Taiwan and its rich culture through multiple installations and a performance. This exhibition will be on view until **October 13<sup>th</sup>**.

### Kupferberg Holocaust Center

- Currently on view at the KHC is *Conspiracy of Goodness: How French Protestants Rescued Thousands of Jews During WWII*. This display presents the story of how an isolated Huguenot community in the Haute-Loire region saved approximately 3,500 Jews from Nazi Germany and the soldiers of Vichy France. Villagers 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 2018-2019 Cinema Series**, the Center will be showing the film **Kristallnacht: The Journey from 1933-1988** on **Wednesday, October 17, 2018 at 12:10 p.m.** Narrated by Eric Sevareid, this documentary tells about the night when hundreds of synagogues were destroyed, thousands of Jews were arrested, and Jewish businesses were vandalized by the Nazis. The film includes personal testimonies and archival film footage.

- **The KHC/NEH Colloquium Series for 2018-2019 is entitled - Survivance on Turtle Island: Engaging with Native American Cultural Survival, Resistance and Allyship,** is led by **KHC 2018-2018 Curator-in-Residence Kat Griefen, lecturer, Department of Art & Design.** The third event in the series, **Repatriation and Restorative Justice: From Native American Remains and Sacred Objects to Nazi Art Theft,** will be held on **Thursday, October 25, 2018 at 5:00 p.m.** This panel addresses the process of repatriation at the National Museum of the American Indian and the repatriation of artwork stolen from Jewish families during the Holocaust. **This event is part of the Drs. Bebe and Owen Bernstein Lecture Series.** The fourth event in the series, **Stolen Children: The Legacy of the Carlisle Indian School & Canadian Residential Schools,** will be held on **Wednesday, November 7<sup>th</sup>, 2018 at 12:10 p.m.** In this event, two short films, based on original archival footage and the accounts of survivors of the Canadian residential schools, will be screened. A talk will follow by QCC Associate Professor, Dr Hayes P. Mauro, Art & Design Department.
- The KHC will remember the **80<sup>th</sup> Anniversary of Kristallnacht,** the violent anti-Jewish program that took place over 48 hours beginning on November 9, 1938. **On Sunday, November 11, 2018 at 1:00 p.m.,** local Holocaust Survivor, Hanne Liebmann, will share her memories of this dreadful day leading up to her deportation to France – as explored in the KHC’s current exhibition, **Conspiracy of Goodness.** **This year’s keynote speaker will be QCC Assistant Professor, Dr. Azadeh Aalai, Department of Social Sciences.** Dr. Aalai, who was the 2017-2018 KHC/NEH Scholar-in-Residence, will give a presentation entitled, **“A Psychological Approach to Bystander Behavior during the Holocaust.”** **This event is part of the Drs. Bebe and Owen Bernstein Lecture Series.**

### Queensborough Performing Arts Center (QPAC)

#### **DANCE ENRICHMENT – QCC STUDENTS!**

**October 10, 2018 – 12:30 p.m. – 1:30 p.m.**

#### **GOTTA DANCE – KIDS EDITION!**

**QPAC’s Broadway Dance-Along Workout Challenge For Kids!**

**October 13, 2018 – 11:00 a.m. – 12:30 p.m.**

**Sunday, October 14, 2018 - 3:00 p.m.**

**Marilyn Maye: A Piece A Cake!**

A highly praised singer, actress, director, arranger, educator, Grammy nominated recording artist and American musical treasure, Marilyn is celebrating her 90<sup>th</sup> birthday at QPAC along with the American Songbook. The award-winning Ms. Maye appeared 76 times on The Tonight Show Starring Johnny Carson - the record for a singer- and is one of the remaining iconic geniuses of the golden age of show business. Opening the show is TV & screen actor/comedian Chris Monty.

**Sunday, October 21, 2018 - 3:00 p.m.**  
**The Capitol Steps: Make America Grin Again!**

Join us, as the cast sets out to spoof the people and places that dominate the news, with fresh song parodies and skits which convey a special brand of satirical humor! Hear from Donald Trump and Melania, James Comey, Vladimir Putin, Elizabeth Warren and even Hillary Clinton as they make comedy great again! Come see *The Capitol Steps* perform live as they dig into the headlines of the day. The 2018 midterm season elections are upon us and the results will shape the American political landscape for a great many years to come.

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

As noted in September, the schedule has us meeting at our regular second Tuesday of the month meeting date, only two weeks since the last meeting. Because of this, we have few action items. There is no report from the Curriculum Committee this month, for example, though we expect a typical set of items from them at the November 13 meeting. We have a monthly report from the Committee on Committees and we have the August 2018 graduation list to approve. This month we receive two more annual reports; both have been cleared by Steering Committee Secretary Jannette Urciuoli, with a few more still in the process of being made ADA compliant. More on this below.

This month we also have some items under New Business. The first, contained in Attachment H, is brought forward by Senator Philip Pecorino, who also chairs the Faculty Executive Committee, and regards language for a religious observance policy. He brings it to the senate for discussion purposes. The second item, from President Lynch, has to do with the change in guidelines and procedures for how faculty and staff may enter and remain on campus in workspaces after the official close of business. Some had complained of being kept from important laboratory or office work and this sensible change (and accompanying clarification of the procedures involved) is a welcome one. The third item (Attachment J) is from Rosemary Zins, Vice President for Institutional Advancement at QCC, and involves some changes to how the QCC Food Pantry will operate on campus, such as how to contribute financially to the pantry. These changes are the latest in a series of improvements since it was founded only a couple of years ago. The food pantry has been and continues to be a model of what's possible under shared governance. Congratulations to all involved.

Members of the Academic Senate should know that Interim Chancellor Vita Rabinowitz will be on campus on October 10 and she is scheduled to meet with the Steering Committee during her visit. As elected leaders, we represent the Senate in matters like this—and at some level those constituencies thus included, such as students and staff broadly conceived. So, please feel free to write to us, collectively or individually, to give us your perspective on the search process. We look forward to meeting with her and will provide a follow-up on the Senate email list as well as part of the next report in November.

Some housekeeping: At the September meeting the point was made that the minutes erred in not expressing the intended vote of a senator. This is unfortunate and deeply regrettable. However, for what should be obvious reasons we cannot change votes. For each vote, it is your responsibility to ensure that the “check” mark appears when you make a selection. That check confirms receipt of your vote. If there is a problem, please bring it to our attention immediately. When the minutes are distributed one week before the meeting, please review Attachment A for any issues. We are actively looking into this and are concerned that from time to time this seems to happen. We have yet to verify some technical malfunction that would lead to a check appearing without corresponding documentation of the ballot cast. Also, please do not use NV to indicate you are abstaining. When voting on a yay/nay resolution, click on C to mark that you wish to abstain.

Finally, as noted last month, the issue of ADA compliance has come front and center to the Academic Senate. We are working with the committees to see that last year's reports are ADA compliant and will be bringing them forward as we receive them in acceptable form. One difficulty is that this is work for which most faculty (and therefore most committee chairs and committee secretaries) feel ill-prepared. Secretary Urciuoli will be announcing training sessions, but the reality is that this is going to be something that each and every member of the instructional staff is going to have to adapt to and master. By the time of the November meeting, we will have met with the Committee Chairs to discuss this important responsibility.

The deadline for item submissions to appear on the November agenda is October 29.

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. Steven Dahlke, Vice-Chair [SDahlke@qcc.cuny.edu](mailto:SDahlke@qcc.cuny.edu)  
Dr. Jannette Urciuoli, Secretary [JUrciuoli@qcc.cuny.edu](mailto:JUrciuoli@qcc.cuny.edu)

**Queensborough Community College  
August 2018 – Graduates (393)**

First Name	Middle Name	Last Name	Suffix	Acad Plan
Perpetuel	G	Achoute		HS-AS
Immanuel		Acosta		BT-AS
Olanrewaju		Adelokiki		CJ-AS
Warren	X	Adote		BT-AS
Raulbel		Agraz		LA-AA
Aylin	D	Agudo		CJ-AS
Miraj		Ahamed		HS-AS
Mashfique		Ahmed		BT-AS
Furkat	U	Ahmedov		LA-AA
Rio	J	Aitbrayam		BT-AS
Jaime	G	Alarcon		LA-AA
Joseph		Alberda		CJ-AS
Katherine	Elizabeth	Aldana		LA-AA
Ikeiya		Alexander		LA-AA
Aftab		Ali		LA-AA
Umer		Ali		BT-AS
Yusuf	Y	Ali		LA-AA
Rovinia	L	Allen		BT-AS
Brittany	K	Alphonso		DA-AS
Mercy	G	Alvarado		LA-AA
Alena		Alvarez		DA-AS
Abu	H	Amin		CJ-AS
Edgar	A	Aquino		BT-AS
Rachel		Aronbayev		BT-AS
Shlomo		Aronbayev		LA-AA
Thanasi		Asimakopoulos		CJ-AS
Hillary		Aucacama		LA-AA
Angelica	E.	Aviles		BA-AAS
Pamela		Ayala		LA-AA
Janet	K	Ayomoba		LA-AA
Husna		Babar		LA-AA
Tamanna		Babur		BA-AAS
Amardip	S	Baidwan		BT-AS
Natasha	A	Bailey		HS-AS
Ruby	C	Baker		LA-AA
Savita		Banwarie		LA-AA
Edgar		Barrios		DA-AS



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Kheermala		Basdeo	HS-AS
Yama		Basir	LS-AS
Adana	T	Bastien	CJ-AS
Nikkiya	J	Bastien	HS-AS
Fatumata		Bathily	CJ-AS
Jahira		Begum	BT-AS
Nick	G	Beltran	BT-AS
Brian		Bermejo	BT-AS
Berlande		Bermingham	HS-AS
Jose		Betances	BT-AS
Alvin		Bissoondyal	BT-AS
Jaspreet		Bista	BT-AS
Karina		Boodhu	LA-AA
Julio	1	Bravo Cortes	CJ-AS
Charles		Bremer	BT-AS
Briana		Brito	LA-AA
Daniel		Bronstein	BT-AS
Yashua	R	Broomfield	BT-AS
Patrick	M	Bros	LS-AS
Cindy	A	Brown	LA-AA
Daniel		Brown	CJ-AS
Bianca		Brusch	BT-AS
Bridget		Burns	LA-AA
Christian		Bustinza	BT-AS
Andrea		Buzon	LA-AA
Brian		Caba	LA-AA
Chelseajoy	U	Cabrega	LE-AA
Ismael	R	Cajamarca	DA-AS
Natalia		Calderon	BT-AS
Daniel		Campbell	LS-AS
Tanisha	B	Campbell	CJ-AS
Andrew	A	Campoverde	CJ-AS
Lady	J	Cardenas Martinez	BT-AS
David	N	Carpenter-Alston	LA-AA
Blanca		Castillo	LA-AA
Stephanie		Cenatus	LA-AA
Janai		Chandler	BT-AS
Nancy		Chapulin	LA-AA
Laeticia		Charles	HS-AS
Prattapong	M	Chauypong	DP-AAS
Jayson	J	Chavez	LA-AA
Qin		Chen	LA-AA
Xiang	X	Chen	LA-AA

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Djudma	F	Cherilus	CJ-AS
Azmain	F	Chowdhury	LS-AS
Aleah		Cole	LA-AA
Marlon	F	Contreras	LA-AA
Caitlin	M	Conza	LA-AA
Sasha	R	Coronado	LA-AA
Daniella		Costa	CJ-AS
Ivette		Cruz	LA-AA
Willem	K	Cruz	LA-AA
Nicholas	Joseph	Cuevas	CJ-AS
Fernanda	P	Cuzco	HS-AS
Tamata		Dabo	CJ-AS
Gilbert	A	Daddey	CJ-AS
Sophia		Danois	LA-AA
Sitara		Darvish	LA-AA
Amrik		Dass	BT-AS
Sherika	A	Davis	LA-AA
Zachary		Davis	EM-AAS
Sherly		De Los Santos	LA-AA
Alondra	S	Deleon	BT-AS
Kamalvir	K	Deol	LA-AA
John		Devito	LA-AA
Andrea	R	Diaz	LA-AA
Carol		Diaz	BT-AS
Jaime		Diaz	LA-AA
Yesenia		Diaz	LA-AA
Ruaziaro	B	Dibella	LA-AA
Usha	Divya	Dindial	LE-AA
Wenshu		Dong	LS-AS
Ying		Dong	PE-AS
Paola Elise	H	Dornagon	LA-AA
Jaclyn		Dortch	LA-AA
Nerisusan		Duliepre	HS-AS
Niara		Dunn	HS-AS
Christian		Edouard	LA-AA
Eric		Eldot	LA-AA
Evertonia		Ellis	BT-AS
Ashley	G	Erazo	HS-AS
Elizabeth	R	Errico	LA-AA
Eduardo	A	Escamilla	LS-AS
Karen		Escobar	LA-AA
Ashley		Farias	CJ-AS
Victoria		Fields	BT-AS

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Joshua		Figueroa	LA-AA
Lynette		Ford	BT-AS
Michael	A	Franzese	HS-AS
Carolina	M	Freire	CJ-AS
Samuel	V	Galarza	CJ-AS
Selwin	H	Galeas	HS-AS
Jessenia		Galindo	HS-AS
Kristen	L	Galloway	CJ-AS
Daniel		Gamarra-Munoz	LA-AA
Ismael		Gamez	BT-AS
Sandy		Gao	LE-AA
Ying		Gao	HS-AS
Maribel	E	Garcia	BT-AS
Jennifer	E	Garcia-Torres	LA-AA
Jasminjit	K	Gargaria	BT-AS
Vaughn	A	Garrick	CJ-AS
Tarek		Gazi	LA-AA
Joel	V	George	CSS-AS
Francesco		Giambrone	BT-AS
Jahnesse	K	Gibson	LA-AA
Riviera		Gorkhali	LA-AA
Jason		Grant	LS-AS
Zoya	D	Gregory	LA-AA
Adrian	X	Guerrero	HS-AS
Miguel		Guerrero	LA-AA
Sherab		Gurung	BT-AS
Ana	C	Gutierrez	HS-AS
Lina		Gutierrez	THE-AS
Anneliese		Guzman	LA-AA
Biancha		Hamlet	HS-AS
Tanjida		Hanif	BY-AS
Kareemma	P	Hanley	LA-AA
Sharon	J	Hardeen	LA-AA
Andre	R	Harty	DA-AS
Saeed		Harvey	DP-AAS
Omrie		Haynes	LA-AA
Rongnan		He	BT-AS
Ariel		Helwig Saul	CJ-AS
Lyasia	L	Henderson	LA-AA
David		Hernandez	LA-AA
Aira Mae	S	Herrera	DA-AS
Leon		Holden	LA-AA
Ying		Hou	BT-AS

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Bei		Huang	LE-AA
Golib		Husanov	LA-AA
Laila		Hussaini	BT-AS
Jesse	J	Iacovetta	LA-AA
Ismael	Ibrahim	Ibrahim	LS-AS
Precious		Ighide	LA-AA
Shoib	J	Iqbal	BT-AS
Khandokar	R	Islam	BT-AS
Shanice	B	Jackson	HS-AS
Brittany Yolande		James	LA-AA
Tiara		James	CJ-AS
Andrea		Jaramillo	LA-AA
Nahomie		Jean Joseph	BT-AS
Laurianne		Jean Laurent	HS-AS
Francisco		Jimenez Jr	BT-AS
Julius	A	Johnson	CJ-AS
Sutanya	A	Johnson	BT-AS
Angelica		Jones	THE-AS
Corwin	M	Joseph	LA-AA
Abigail		Jun	LE-AA
Abina	A	Kabir	BT-AS
Arlind		Kacirani	CHY-AS
Markis		Kalicharan	BT-AS
Eric		Kandov	CJ-AS
Albert	P	Kaporch III	CJ-AS
Mohammad		Karimi	CJ-AS
Anela		Kastrat	HS-AS
Manmeet		Kaur	LE-AA
Rupinder		Kaur	EM-AAS
Ilona		Kaziyeva	HS-AS
Kareshma		Khamraj	LA-AA
Md	A	Khan	LS-AS
Afrah		Khanam	LA-AA
Rukaiya		Khanom	LA-AA
Feruz		Khusainov	LA-AA
Elliot	H	Kim	BT-AS
Ha Eun		Kim	LS-AS
Kevin		Kim	BT-AS
Somang		Kim	HS-AS
Latrece	A.	Kirkpatrick	LA-AA
Marco		Kong	BT-AS
Heshani	S	Kvdonjohn	LA-AA
Alexander	Larry	Larota	CJ-AS

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Noor		Latif	CJ-AS
Kerry		Lavelle	LA-AA
Tiffani		Lawrence	LA-AA
Tasha	S	Leary	LA-AA
Ashley	F	Lebrun	LA-AA
Sang	H	Lee	LA-AA
Kristi		Leka	BT-AS
Youdon		Lhamo	LA-AA
Liuxin		Li	BT-AS
Siyuan		Li	BT-AS
Yeage		Lim	LA-AA
Jaime	M	Limbaugh	LA-AA
Giorgio		Lin	BT-AS
Muxiang		Lin	HS-AS
Yingjie		Lin	BT-AS
Ruby		Liu	BT-AS
Xin Huang		Liu	DP-AAS
Alisson		Llusca	LS-AS
Tasha	Alaseta	Lofters	LA-AA
Stephanie		Lopez Arias	LA-AA
Paola		Lozano	CJ-AS
Anna		Lu	BT-AS
Jennifer	Estefania	Macias	CJ-AS
Nicole	F	Magpantay	LS-AS
Carmen		Mah	LS-AS
Pulama	R	Majumder	LA-AA
Lesley		Maldonado	LA-AA
Pedro	F	Mangohebre	LA-AA
Ginamarie		Manziona	ART-AS
Jacinda	R	Marin	LE-AA
Maria		Marin	LA-AA
Philip		Marquez	CJ-AS
Martha	L	Martinez	BA-AAS
Richardson		Martinez	CJ-AS
Sylvia	M	Martinez	LA-AA
Renna		Matadeen	HS-AS
Robert	C	McKeon	LA-AA
Sadia		Mehmood	BT-AS
Nancy		Mendez	LA-AA
Mikhail	D	Mihaltses	MUS-AS
Jessica		Miller	CJ-AS
Lakeisha		Mitchell	BT-AS
Aleeya		Mohamed	LA-AA

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Shaira		Mohiuddin	LA-AA
Tiffani		Moir	CJ-AS
Diana		Molina	LA-AA
Samantha		Molina	CJ-AS
Daniel		Moncayo	BT-AS
Michelle		Montoya	LA-AA
Victor	M	Moreno Vejar	LA-AA
Glaudemarly	M	Morlan	BT-AS
Daniel E		Moscol	CJ-AS
Jarrin	N	Mou	HS-AS
Zulkar		Nain	CT-AAS
Saudia Anesa	A	Narine	LA-AA
Taylor	A	Negron	LA-AA
Ojiyovwi		Okoro	LA-AA
Quasim	O	Olaiya	HS-AS
Aimienoho		Omorogbe-Akpata	LA-AA
Mark Anthony		Orejuela	DAN-AS
Angelica		Orta	LA-AA
Alexandra		Ortiz	CJ-AS
Cecily		Ortiz	BT-AS
Eric	J	Ortiz	CJ-AS
Abdelwahab		Oufkir	CSS-AS
Karina	M	Ovalles	LA-AA
Gifty		Owusu	BT-AS
Jonathan	A	Pacheco	LA-AA
Ivonne	G	Parra	LA-AA
Jiten		Patel	BT-AS
Quenya		Paulino	LA-AA
Tenzin		Pema	BA-AAS
Ruberkis		Pena Rodriguez	LA-AA
Anderson	A	Penagos	LA-AA
Emely		Peralta	CJ-AS
Estefania		Perez	CJ-AS
Ingrid	L	Perez	LA-AA
Mario	A	Perez	HS-AS
Scarlett	H	Philips	LA-AA
Costly		Pierre	BT-AS
Gisselle		Pimentel	LA-AA
Quincy		Pindling	BT-AS
Jermell		Pine	LA-AA
Tiffany	M	Pirmal	HS-AS
Joshua		Portillo	BT-AS
George	A	Poulos	LA-AA

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Salvatore	J	Puccio	LE-AA
Denise	M	Pulido	CJ-AS
Neil	R	Purohit	HS-AS
Kenneth		Quach	BT-AS
Faviola		Quezada	LA-AA
Jennyshabel		Quiroga	HS-AS
Natalie		Ramirez	HS-AS
Leslie	J	Ramirez Medrano	SF-AS
Ryan		Ramjit	BT-AS
Edwin	J	Ramos	LA-AA
Anuradha		Rampersaud	BT-AS
Kevin		Rangel	LA-AA
Ramon		Regidor	BT-AS
Elsie		Ribas	LA-AA
Shanique	M	Robertson	LA-AA
Cordel		Robinson	LA-AA
Clarice		Rodriguez	DA-AS
Jonathan		Rodriguez	LA-AA
Jossy		Rodriguez	HS-AS
Stephanie	M	Rodriguez	LA-AA
Desiree		Rohlf	DA-AS
Khristine	T	Rojas	LA-AA
Nathaniel	R	Romain	DA-AS
Leylani		Romero Solis	LA-AA
Jinessa		Rosado	HS-AS
Marlem	N	Rosas	BT-AS
Eliana		Rubensc	HS-AS
Nicole	R	Rupsingh	MO-CERT
Julio		Salas	HS-AS
Cierra	A	Samms	CJ-AS
Princesse	S	Samuel	LA-AA
Erika	A	Sanchez	LE-AA
Daniel	O.	Sangobanwo	LS-AS
Mohammad		Sediq	HS-AS
Tumpa		Sen	LA-AA
Nusrat	J	Shally	HS-AS
Ataullah		Sharifi	LA-AA
Xiaohui		Shen	HS-AS
Kimberly		Shewnarain	BT-AS
Demetrius		Shine	BT-AS
Ghulam Farooq		Shirzad	LS-AS
Fatima		Siddiqi	LA-AA
Michael		Singh	BT-AS

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Shaminder		Singh	LA-AA
Tajinder		Singh	BT-AS
Isaiah	Andre	Smith-Fox	LA-AA
Drupatie		Sobhai	LE-AA
Amanda		Sookdeo	HS-AS
Gitanjali	D	Sookul	BT-AS
David		Spellman	LA-AA
Camele	A	Sterling	HS-AS
Deasha	E	Stewart	HS-AS
Victoria		Stewart	LA-AA
Kenia	B	Stone	LS-AS
Derry		Sue	LA-AA
Aidan	P	Sugrue	LA-AA
Shaquille	A	Sullivan	CJ-AS
Tanzeen		Sultana	LS-AS
Joycelyn	T	Sumba	HS-AS
Timothy		Svagna	LA-AA
Jinqiu		Tang	BT-AS
Ashley	A	Thom	ART-AS
Bibin	J	Thomas	LS-AS
Nickela		Thompson	CJ-AS
Longmei		Tian	BT-AS
Jaylen	S	Tompkins	BT-AS
Eddy	D	Torres	HS-AS
Melissa		Torres	BT-AS
Anthony		Triana	LA-AA
Ashley		Tulsie	LA-AA
Meilyn	M	Tzunun	LA-AA
Manuel		Valle	CJ-AS
Cindy	A	Vallejo	LE-AA
Henry		Vasconez	BT-AS
Nelly		Vasquez	HS-AS
Joshua		Vazquez	LA-AA
Danessy	J	Velasquez	LS-AS
Daniela	M	Vigil Navarrete	BT-AS
Bishta		Wali	HS-AS
Steven		Wallace	CJ-AS
Chu Xiang		Wang	LS-AS
Siyu		Wang	ART-AS
Teng Yi		Wang	LS-AS
Keziah	T	Watters	DAN-AS
Shaniece		Weller	LA-AA
Amoy		Williams	HS-AS



*Academic Senate Agenda—October 9, 2018—Attachment D*

Cheleita		Williams	HS-AS
Ravyn		Williams	LA-AA
Andy		Wong	CJ-AS
Setayesh		Yaghoubian	HS-AS
John		Yiantselis	BT-AS
John		Yoon	HS-AS
Tuleen		Zatar	LA-AA
Max	Wolfy	Zayas	CJ-AS
Zhanjingting		Zhang	HS-AS
Min		Zhou	BT-AS
Shaina	P	Zimmerman	CJ-AS
Shuyu		Zou	HS-AS

**QUEENSBOROUGH COMMUNITY COLLEGE**  
**The City University of New York**

**ACADEMIC SENATE**

**COMMITTEE ON ACADEMIC DEVELOPMENT/ELECTIVE ACADEMIC PROGRAMS**

Telephone: 718-281-5494  
Email: themrajbenny@qcc.cuny.edu

**To:** Jannette Urciuoli, Secretary, Steering Committee, Academic Senate  
**From:** Tirandai Hemraj-Benny, Chairperson  
**Date:** August 30, 2018  
**Subject:** Annual Report for the Committee on Academic Development/Elective Academic Programs for 2017/2018

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**I) COMMITTEE MEMBERS (2017-2018)**

<b>Members</b>	<b>Department</b>
Rezan Akpinar	Health, Physical Education and Dance
Merlinda Drini	Engineering Technology
Tirandai Hemraj-Benny (Chairperson)	Chemistry
Ravi Manachanallur	Mathematics and Computer Sciences
Neera Mohess	Library
Ilse Schrynemakers	English
Vazgen Shekoyan	Physics
Anuradha Srivastava	Biological Sciences & Geology
Jodi Van Der Horn-Gibson	Speech Communication & Theatre Arts
Kathleen Landy	Academic Affairs, President's Liaison

**II) MEETING TIMES**

The committee members met six (6) times during 2017-2018: Sept. 20<sup>th</sup>, 2017; Oct. 4<sup>th</sup>, 2017; Nov. 1<sup>st</sup>, 2017; March 28<sup>th</sup>, 2018; April 25<sup>th</sup>, 2018; May 2<sup>nd</sup>, 2018.

**III) WEBPAGE**

All minutes and agenda for Fall 2017-Spring 2018 were confirmed by the Chairperson to be ADA compliant and were sent to David Moretti to be posted on the website.

#### IV) ACTIVITIES:

##### A) Sub-Committees/ Sub-Groups

Three sub-committees/ sub-groups were formed to address some of the committee's charges.

###### 1) Promoting Events

Drs. Anuradha Srivastava, Rezan Akpinar, and Ilse Schrynemakers volunteered to serve on this sub-committee.

- They actively promoted CETL events for faculty development in department meetings (Biological Sciences and Geology, Health Physical Education and Dance, English) during Fall 2017 and Spring 2018 semesters.

###### 2) Reviewing and Editing the Bylaws of the ADC Committee

Dr. Jodi Van Der Horn-Gibson and Neera Mohess volunteered to serve on this sub-committee.

- Drs. Joel Kuszai and Emily Tai, members of the Steering Committee, were invited to the committee's meeting on March 28<sup>th</sup>, 2018, to provide guidance on evolving the Committee's Bylaws Charges.
- The committee members agreed to edit the Bylaws Charges as the following:
  - a) From "Arrange for the presentation of lectures, seminars, workshops, and exhibits to specifically include effectiveness of instruction" to "Promote and/or arrange for the presentation of lectures, seminars, workshops, and exhibits to specifically include effectiveness of instruction."
  - b) From "Oversee and promote activities beneficial to elective programs such as the CUNY-BA/BS, International Studies, and Honors program" to "Review and/or promote activities beneficial to elective programs such as the CUNY-BA/BS, International Studies, and Honors program."

###### 3) Faculty Survey on Student Evaluation of Faculty Form

Drs. Merlinda Drini, Tirandai Hemraj-Benny, Ravi Manachanallur, and Vazgen Shekoyan volunteered to serve on this sub-committee.

A survey was sent to the faculty in Spring 2017. The results obtained are summarized in Attachment A. A majority of faculty who responded to the survey were satisfied with the current Student Evaluation of Faculty Form. It was determined that some of the questions asked were worded ambiguously.

##### B) Updating the Guide for Committee Members

Dr. Tirandai Hemraj-Benny updated "A Guide for Committee on Academic Development/Elective Academic Programs Members." Additional updates will be made upon clarification from the Steering Committee.

### C) Faculty/Student Development

Dr. Anuradha Srivastava promoted and supported student development workshops in collaboration with student activity clubs. All the student events held by Campus Club- Women in Science for Fall 2017 and Spring 2018 were supported, promoted and co-sponsored by the Senate Committee on Academic Development/Elective Academic Programs. Student events that were supported are listed below:

#### Brown Bag Lunch Seminar Series Fall 2017

- i) Everything the sound touches: Hot topics in Acoustics research
- ii) Conceptual and terminological issues surrounding weight and weightlessness
- iii) Using multiple-possibility-structured physics problems in introductory physics courses and investigating its impact on students
- iv) Physics students research symposium

#### Other Club Events Fall 2017

- i) Journey to Survival, speaker, Dr. Jana Andrews- Breast Cancer Awareness month
- ii) Breast Cancer Research, speaker, Dr. Regina Sullivan- Breast Cancer Awareness month
- iii) B.S. Public Health Information Students with York College, speaker, Dr. Nicholas Grosskopf

#### Brown Bag Lunch Seminar Spring 2018

- i) Teaching measurement uncertainty in introductory physics course

#### Other Club Events Spring 2018

- i) Breast Cancer: An Eastern View, speaker, Rezan Akpinar
- ii) Diversity in STEM Panel Discussion
- iii) Bombshell, A Heddy Lamar Story: Women in Science

### V) COMMITTEE MEMBERS (2018-2019)

#### Members

Rezan Akpinar  
Jodi Van Der Horn-Gibson  
Merlinda Drini  
Tirandai Hemraj-Benny (Chairperson)  
David Pham  
Susan Riekert  
Renee Rhodd  
Ilse Schrynemakers  
Anuradha Srivastava  
Michael Pullin

#### Department

Health, Physical Education and Dance  
Speech Communication & Theatre Arts  
Engineering Technology  
Chemistry  
Mathematics and Computer Sciences  
Nursing  
Academic Affairs  
English  
Biological Sciences & Geology  
Academic Affairs, President's Liaison

**VI) ELECTION**

On May 2<sup>nd</sup>, 2018 at 1:00 pm elections for Chairperson and Secretary were held. Elections were held by secret ballot. Six (6) voting committee members were present. A motion was made that the person receiving the second highest vote would be the co-chair.

- (a) Continuing Chairperson: 6 votes for Tirandai Hemraj-Benny
- (b) Co-Chair: 6 votes for Rezan Akpinar
- (c) Secretary: 6 votes for Renee Rhodd

**VII) ACTION PLAN FOR 2018-2019**

The committee members propose the following action plan for 2018-2019:

- a) Student evaluation of faculty survey: The committee will create additional surveys consisting of a few questions utilizing backward design – designing the surveys with the goals of the surveys in mind.
- b) Seminars, lectures, and workshops: the committee will continue to partner with CETL to promote selected events. In addition, faculty will be surveyed to determine their interest and needs. The committee will continue to offer student development workshops in collaboration with student activity clubs.
- c) Updating the Bylaws Charge for 2018-2019: An official request to change the current Bylaws will be sent to the Bylaws Committee.
- d) Updating the Guide for Committee members: The members will consult with the Steering Committee to clarify information written in the guide.

**ATTACHMENT A**

QUEENSBOROUGH COMMUNITY COLLEGE  
The City University of New York

Senate Committee on Academic Development/Elective Academic Programs

Faculty Survey Results (Spring 2017): Current Student Evaluation of Faculty Form

**1) Title**

	# of Faculty	% of Faculty
Assistant Professor	46	33.6%
Assistant Professor with tenure	8	5.8%
Associate Professor	38	27.7%
Full Professor	25	18.2%
Lecturer	16	11.7%
Adjunct	10	7.3%
Member of Departmental P&B	8	5.8%
Member of College P&B	3	2.2%

137 responses

Responses were mostly from Assistant Professors without tenure (33.6%), Associate Professors (27.7%) and Full Professors (18.2%).

**2) How satisfied are you with the current Student Evaluation of Faculty form**

	# of Faculty	% of Faculty
1 Not satisfied	16	11.7%
2	15	10.9%
3	49	35.8%
4	42	30.7%
5 Very satisfied	15	10.9%

137 responses

A majority of faculty who responded to the survey are satisfied with the current Student Evaluation of Faculty Form.

**3) As a faculty member, which of the following items on the current Student Evaluation of Faculty form provide(s) the most useful feedback to you?**

	# of Faculty	% of Faculty
1) The instructor always begins class on time.	32	23.4%
2) The instructor is available for a full class period.	31	22.6%
3) The instructor uses class time efficiently.	53	38.7%
4) The instructor provides well-organized and logical explanations.	82	59.9%
5) The instructor provides clear objectives for the course.	49	35.8%
6) The instructor has increased my knowledge of the subject matter.	82	59.9%
7) The instructor encourages students to ask questions and participate in class	74	54%
8) The instructor maintains a classroom atmosphere of respect towards differing viewpoints.	72	52.6%
9) The instructor is willing to help students outside the class.	49	35.8%
10) Assignments and exams are closely related to the course content.	57	41.6%
11) What did you like best about this class?	62	45.3%
12) Would you or would you not recommend this instructor to a friend? Why?	61	44.5%
13) Additional Comments	50	36.5%
NA	6	4.4%

137 responses

Amongst the faculty who responded, more than half found feedback from #4, #6, #7, and #8 most useful.

**4) As a P & B member, which of the following items on the current Student Evaluation of Faculty form provide(s) the most useful feedback to you?**

	# of Faculty	% of Faculty
1) The instructor always begins class on time.	38	27.7%
2) The instructor is available for a full class period.	35	25.5%
3) The instructor uses class time efficiently.	38	27.7%
4) The instructor provides well-organized and logical explanations.	49	35.8%
5) The instructor provides clear objectives for the course.	30	21.9%
6) The instructor has increased my knowledge of the subject matter.	33	24.1%
7) The instructor encourages students to ask questions and participate in class	43	31.4%
8) The instructor maintains a classroom atmosphere of respect towards differing viewpoints.	42	30.7%
9) The instructor is willing to help students outside the class.	36	26.3%
10) Assignments and exams are closely related to the course content.	28	20.4%
11) What did you like best about this class?	29	21.2%
12) Would you or would you not recommend this instructor to a friend? Why?	35	25.5%
13) Additional Comments	19	13.9%
NA	63	46.0%

137 responses

This question may need re-wording since the number of faculty who responded to this question does not correspond with the information provided in Question #1.



**5) Which of the following items do you think should be removed from the current Student Evaluation of Faculty form? If you feel a revision is necessary, please write comments in question #6 below.**

	# of Faculty	% of Faculty
1) The instructor always begins class on time.	21	15.3%
2) The instructor is available for a full class period.	32	23.4%
3) The instructor uses class time efficiently.	22	16.1%
4) The instructor provides well-organized and logical explanations.	11	8%
5) The instructor provides clear objectives for the course.	23	16.8%
6) The instructor has increased my knowledge of the subject matter.	12	8.8%
7) The instructor encourages students to ask questions and participate in class	7	5.1%
8) The instructor maintains a classroom atmosphere of respect towards differing viewpoints.	8	5.8%
9) The instructor is willing to help students outside the class.	23	16.8%
10) Assignments and exams are closely related to the course content.	19	13.9%
11) What did you like best about this class?	23	16.8%
12) Would you or would you not recommend this instructor to a friend? Why?	38	27.7%
13) Additional Comments	5	3.6%
NA	52	38.0%

137 responses

Question # 6 was an open-ended question. In general, answers related to the student's responsibility and expectations, student's profile and instructor's responsibility.

**QUEENSBOROUGH COMMUNITY COLLEGE**  
**The City University of New York**

**ACADEMIC SENATE**

Committee on Cultural and Archival Resources

**TO:** Emily Tai, Vice Chair, Academic Senate Steering Committee  
**FROM:** Isabella Lizzul, Chair, Committee on Cultural and Archival Resources  
**SUBJECT:** Annual Report for Committee on Committee on Cultural and Archival Resources  
for 2017 /2018  
**DATE:** September 15, 2018

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**Committee members:**

Ian Beckford, Strategic Planning, Assessment & Institutional Effectiveness (2019)

Cary Lane, Academic Literacy (2019)

Zivah Perel Katz, English (2018), (Secretary)

Isabella Lizzul, Health, Physical Education & Dance (2018) (Chair)

Leslie Francis, Business (2019)

Mirna Lekic, Music (2020)

Wenli Guo, Physics (2020)

Kathleen Pecinka, Nursing (2020)

**Dates Committee met:**

11/30/2017

05/02/2018

05/14/2018

**Narrative summary of Committee work:**

**Highlights from Queensborough Performing Arts Center (QPAC) for FY2018:**

Over **65,000 students** served through QPAC's Children's Book Club and Performance Series

- Over **1,500 seniors** served through QPAC's Senior Loyalty Program
- Over **13,000 tickets sold** to QPAC's professional programs
- Over **\$200,000 collected in facility rentals**
- Over **\$429,000 awarded to QPAC in legislative expense monies**
- Awarded "**Best of the Boro**" by the Queens Courier

#### Highlights from the Art Gallery for FY2018:

- The Gallery held **6 exhibitions** including *Traditional African Art: From the Liren Wei Collection*, and the *Annual Juried Student Exhibition* in conjunction with the Department of Art and Design;
- The Gallery has served approximately **5,587 individuals** year to date in FY2018;
- Approximately **974 students** served year to date in FY2018 through *Learning 2 Look* tours (**38 tours** provided);
- **6 students from QCC's Gallery and Museum studies program served as curatorial interns** along with **5 student interns from community high schools** – Saint Francis Prep, John Adams High School and Flushing International High School;
- **4 publications were produced:**
  - *Traditional African Art: Works from the Liren Wei Collection*
  - *Carving Life: Walrus Ivory Carvings from the Bering Sea*
  - *Marching Bands – Photography by Jules Allen*
  - *Ancestors in Search of Descendants: Stone Effigies of the Ancient Sapi - Frederick John Lamp*
- **In-kind donations** of artwork that was independently appraised amounted to **\$1,244,745** and improved the overall quality of the Permanent Collection; and
- The **Art Gallery Partner of the Year for the 2018 Partners for Progress Gala** was **Mr. Dennis Chuang, Senior Vice President, Regional Director of Consumer & Business Banking, East West Bank.**

#### Highlights from the Kupferberg Holocaust Center (KHC) for FY2018 :

- Unveiled **new multimedia exhibition** entitled *Conspiracy of Goodness: How French Protestants Rescued Thousands of Jews During WWII*;
- Educational programming impacted **10 academic departments, 68 classes, 42 faculty members, and 1,583 students**;
- Creation of a **Libguide** for *Conspiracy of Goodness* exhibition;
- **8 events as part of the FY2018 KHC Colloquia** in partnership with the National Endowment for the Humanities (NEH);
- **30 public programs** including: lectures, workshops, film screenings, performances, and commemorative events for approximately **1,500 visitors**;
- Specialized Programming for **17 local Holocaust survivors**; and
- Tours and programs for **community groups and local schools**, impacting approximately **300 visitors**.

The three cultural center sites, the **Kupferberg Holocaust Center (KHC)**, **Queensborough Performing Arts Center (QPAC)** and the **Art Gallery** are all **ADA compliant**.

The College has obtained \$5.75 million in capital funds from the Borough President's Office and the NYC Council, which is eligible for 1:1 matching funds from the state for a total of \$11.5 million to renovate the Humanities Theatre which is used by our faculty, students, and QPAC as well as rentals to outside groups – this capital project is essentially an ADA project.

### **New Recommendations:**

The Committee discussed the goals for next year in context of the charges for the Committee. The Committee will work to create a brochure to apprise faculty members about upcoming events and exhibitions at the cultural centers. The hope is that in doing so faculty will have the opportunity to plan and incorporate the activities into their curriculum.

Professor Mirna Lekic and Professor Cary Lane have begun communications with the cultural center directors, gathering information about upcoming events from the cultural centers. The Committee plans to include working on the Library LibGuide while collaborating with CETL and brainstorming about how to utilize the splash page of the College's website. Faculty will need to know who has utilized the resources in the past so that they may have some guidance.

Continue to build the Institutional Repository at QCC-CUNY for storing scholarship artifacts by faculty who have utilized QPAC, the KHC, and the QCC Art Gallery. The repository is available and individual faculty need only create their own account before accessing and storing works.

Continue to work with Mi-Seon Kim to ensure that works are saved in the Scholarly Works category, with tags and meta-tags for easy search on Google and other search engines. The Committee tentatively decided that the repository would be called "HIPs Using Cultural Resources."

### **Former Committee Recommendations/Actions of the Academic Senate /Strategic Plan Items/Middle States Items/Steering Committee Charges:**

The Committee continues to invite and encourage faculty from various departments to incorporate the High Impact Practices (HIPs) such as Global Diversity and Learning (GDL) and Academic Service Learning (ASL) within their pedagogy involving the Cultural Centers.

### **Committee Members**

The Committee unanimously voted Cary Lane as chair and Zivah Perel Katz as secretary.

The Committee would like to welcome new committee members Professors Joshua Hall, Social Sciences (2021) and Heather Huggins, Speech Communication & Theatre Arts (2021).

**Liaisons**

Vice President Rosemary Zins, Institutional Advancement, President's Liaison

Professor Barbara Blake-Campbell, Nursing, COC Liaison

Professor Jose Osorio, Foreign Languages and Literatures, Steering Committee Designee

**Student Representatives**

1. Sarah Roman
2. Roger Smith

**Acknowledgments:**

Once more special thanks to David Moretti, Director of Web Services, Office of Marketing & Communications for all his hard work in bringing the Cultural Centers websites up to ADA compliance.

Many thanks to Vice President Zins, our cultural directors, Susan Agin (QPAC), Dan Leshem and Marisa L. Hollywood (KHC), and Faustino Quintanilla (Art Gallery), and the members of this Committee for all their hard work, for a productive year, and for their support and promotion of our Committee's work.

We would like to thank the Department Chairs for all their support of past and ongoing initiatives of the CAR Committee.

It has been an honor and privilege to serve as Chair of the Cultural and Archival Resource Committee for the past eight years and to have had the opportunity to work with such amazing and talented faculty. I am so very proud of the many contributions and achievements that the CAR Committee has brought to fruition.

Submitted by Isabella Lizzul

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

**Report to the Academic Senate**

September 26, 2018

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

To: Dr. Jeanette Urciuoli, Secretary of the Academic Senate Steering Committee

**Monthly Report of the Committee on Committees for September 2018**

**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 Publications**

To fill a vacancy left by the resignation of Dr. Frank Jacob (History), the CoC named Aviva Geismar (HPED) to this committee. Her term ends in 2020.

**B. Committee on e-Learning**

To fill a vacancy left by the resignation of Prof. Eileen White (Speech Communication Theatre Arts), the CoC named Carlene Byfield (Nursing) to this committee. The term ends in 2019.

**C. Committee on Food Insecurity**

To fill a vacancy left by the resignation of Nataliya Khomyak (Math), the CoC named Gail Lewis (Speech Communication Theatre Arts) to this committee. The term ends in 2019.

**D. Committee on Admissions**

To fill a vacancy left by the resignation of Virginia Masterson (Business), the CoC named Dr. Aliza Atik (English) to this committee. The term ends in 2021.

**E. Committee on Cultural and Archival Resources**

To fill a vacancy left by the resignation of Dr. Joshua Hall (Social Sciences), the CoC named Dr. Adam Luedtke (Social Sciences) to this committee. The term ends in 2021.

To fill a vacancy left by the resignation of Dr. Leslie Francis (Business), the CoC named Dr. Sarbani Ghoshal (Biological Sciences and Geology) to this committee. The term ends in 2019.

**F. Committee on Assessment**

To fill a vacancy left by the resignation of Dr. Andrea Salis (HPED), the CoC named Manuel Martinez (English) to this committee. The term ends in 2019.

**G. Committee on Bylaws**

To fill a vacancy left by the resignation of Dr. Susan Jacobowitz (English), the CoC named Dr. William Ryan (English) to this committee. The term ends in 2019.

**II. New Academic Senate Member**

The CoC conducted the election at the meeting of the Academic Senate on September 25 of faculty at large replacement of Andrea Salis' senate seat. Pete Mauro was elected and will serve through April 2019.

**III. 2018-2019 Planning for the Election of Members-At-Large and Nominating Petitions for Committee Service**

The Chair of the CoC had meetings with Jeffrey Schwartz, the Senate Technology Officer and Dr. Joel Kuscai, chair of the Steering Committee, to discuss and plan proceedings.

Respectfully submitted,

Dr. Helmut Loeffler

Chairperson, Committee on Committee

**PROPOSED: QCC RELIGIOUS OBSERVANCE POLICY AND PROCEDURES**

*Whereas*, Queensborough Community College is committed to providing an academic and work environment that is respectful of the religious beliefs of its students, faculty, and staff.

Be it resolved that To further accomplish this, and in accordance with Federal and New York State laws, the College adopts the following policy and procedures:

I. By June 1st of each year, the College will issue a list of religious observance dates that occur during the following academic year. While not exhaustive, this list will provide notice to the faculty of the religious observance dates of many faiths practiced by the students and other members of the college community. One such listing is from the [INTERFAITH CALENDAR](#)

II. Student absences from class necessitated by religious observance will be deemed an excused absence, with no negative academic consequences. Faculty must provide observing students the opportunity to make up any missed assignments or exams within a reasonable amount of time of the religious observance.

III. Students must notify their professors in advance of their religious observance, via their College email accounts or otherwise in writing, of their intention to be absent from a particular class due to a religious observance.

Such notification should occur at least one week prior to the religious observance.

Students are not required to provide third-party certification of their religious practices.

IV. To the extent possible, faculty should avoid scheduling examinations or assigning papers, presentations, or other academic requirements on any of the identified religious observance dates. When this is unavoidable, professors must give students, who have notified their professors in advance, the opportunity for equivalent make-up work.

V. Faculty who will be absent as a result of religious observance must notify their Academic Department Chair or immediate supervisor in advance of their religious observance, inform all students of their intended absence, and make up missed instructional time in one of the following ways:

1. Hold a make-up class or classes on a date and time that is acceptable to class members.
2. Hold class electronically, using a web-based source such as Blackboard, only when all class members have access to the technology.
3. Make-up for the missed instructional time within remaining class meeting time by modifying and/or adding class assignments, papers, exams, quizzes, and/or activities.
4. Provide additional office hours to accommodate individual students.



5. Provide an alternative method, as approved by the appropriate Academic Department Chairperson or Provost.

VI. The College will accommodate requests for absences from faculty and staff for religious observance dates, and benefits will be provided in accordance with the collective bargaining agreements and University Policies. Absence for any reason should be communicated to an employee's supervisor in advance of the absence. Faculty and staff member complaints regarding the application of this policy by their supervisor should be brought to the Office of Faculty and Staff Relations.

VII. Students' complaints should initially be brought to the Department Chair. If students are dissatisfied with the meeting's outcome, they may take their complaint to the Provost.

VIII. Any complaints regarding possible abuse of this policy by students should be brought to the Office of Student Affairs and processed pursuant to the Student Code of Conduct.

NOTES:

(1) This proposed College Policy is not inconsistent with CUNY BOT Policies.

CUNY

Procedures for Implementing Reasonable Accommodations and Academic Adjustments

<http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/legal-affairs/policies-procedures/reasonable-accommodations-and-academic-adjustments/Procedures-for-Implementing-Reasonable-Accommodations-9.21.2016.pdf>

Time off for Religious Observances

<http://www2.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/hr/policies-and-procedures/Time-Off-for-Religious-Observance-MJV2016.pdf>

(2) New York Education Law § 224-a:

New York State Education Law § 224-a provides rights to students who are unable because of religious beliefs to register or attend classes on certain days. The law provides that a student, who is absent from school because of a religious belief, is entitled, without any additional fees, to an equivalent opportunity to register for classes or make up any examination, study or work requirements that the student may have missed because of such absence on any particular day or days.

(3) Current College practices not set by the Academic Senate are not college policies as only the QCC Academic Senate has been empowered by the CUNY BOT to set College Policy.

Statement on Faculty/Staff Access to Workspaces Outside of Posted “Hours of Operation”

Faculty and staff may access their workspaces (including, but not limited to offices and laboratories) at times other than the posted “Hours of Operation” for **academic and work-related functions** in the following manner:

1. All requests for access to campus facilities outside of the posted “Hours of Operation” must be made to the Office of Public Safety. (Access to some facilities may need prior approval from department chair or designee). The Department of Public Safety reserves the right to deny access to anyone if it is determined that doing so would pose a health, safety or security risk to the individual or the campus community or if granting access would violate College policies.
2. No students or guests are permitted access to faculty/staff workspaces outside of the posted “Hours of Operation.” Overnight stays are prohibited.
3. Faculty/staff must notify Public Safety that they are in their workplace if their work extends beyond posted “Hours of Operation.” All faculty/staff must notify Public Safety of their departure when they leave College buildings outside of posted “Hours of Operation.”
4. Padlocks and other such devices on offices, laboratories or other such workspaces are prohibited. It should be noted that only persons specifically authorized by the College may install locks on the doors of offices, laboratories or other such workspaces.
5. Public Safety reserves the right to enter any workspace at any time to conduct welfare and security checks, and may refuse access to workspaces outside of posted “Hours of Operation” if there is a determination of risk or other mitigating circumstances.
6. Access to workspaces outside of posted “Hours of Operation” may be revoked if Public Safety is denied entry to a workspace or office; or if it is determined that remaining in the area constitutes a health or safety risk; or that the workspace is being used for personal business.

The College's access policies are designed to insure the safety and security of all members of the campus community. Your full and respectful cooperation with the Security Staff responsible for implementing the access policies is essential for achieving these purposes. Failure to comply with the above stipulations may result in the loss of after-hours access privileges to faculty/staff workspaces.

## **QCC Food Pantry – Fundraising Plan**

- The QCC Food Pantry has been included as an option in the College's Annual Fund Drive which is a direct mail campaign to donors, faculty and staff. The Annual Fund Campaign runs from October thru December. The solicitation is scheduled to go out this week.
- The QCC Food Pantry is included as a priority in Giving Tuesday, which is held on November 27<sup>th</sup>.
- The Student Government Association, the QCC Alumni Association, and the QCC Fund, Inc. are collaborating on a grassroots student fundraiser, entitled *Take a Bite out of Hunger*, which will commence on November 1 and continue through March 6. Teams of students, primarily from the student clubs, will hold small fundraisers at Student Government Association events and will solicit for ejournal ads from family, friends, neighbors and local businesses which will go on our website.