

Agenda
Academic Senate Meeting

Date: Tuesday, November 12, 2013

Time: 3:10 p.m.

Location: Room M-136

- I. Attendance
- II. Consideration of minutes of the October 8, 2013 meeting (Attachment A)
- III. Communications from the Board of Trustees or any of its Committees
 - click here on [Board of Trustees](#) for current communications
- IV. Communications from:
 - President Diane B. Call – (Attachment B)
 - Senate Steering Committee Report – (Attachment C)
 - University Faculty Senate Minutes, UFS Plenary of October 22 , 2013 (Attachment D)
 - <http://www.cunyufs.org/>
(for current communications)
 - For policies adopted by the Board of Trustees
Click on <http://www1.cuny.edu/abtcuny/trustees/>
- V. Monthly Reports of Standing Committees of the Academic Senate
 - Committee on Committees (Attachment E)
 - Committee on Curriculum (Attachment F)
- VI. Old Business
- VII. New Business

Queensborough Community College
The City University of New York

MINUTES
of the October 8, 2013
Academic Senate

President Diane Call called the second regularly scheduled meeting of the Academic Senate to order at 3:15 p.m.

I. Attendance:

69 members of the Academic Senate cast votes during the meeting, including 60 who registered present for the roll call at the commencement of the meeting.

Absentees:

Kip Montgomery	Yangki, Ngawang
Gilmar Visoni	Dong, Chaojun
Susan Jacobowitz	Jones, Stephen
Shannon Kincaid	Benjamin, Linsy
Georgina Colallillo	
Eileen White	

II. Consideration of minutes of the September 10, 2013:

- A motion was made, seconded, and unanimously adopted to approve the September 10, 2013 minutes as presented (see Attachment A of the October 8, 2013 Agenda).

III. Communications from President Call: President Call referred to her written report (Attachment B of the October 8, 2013 Agenda)

- President Call began her report by saying that the College had come close to its enrollment objectives. She then thanked faculty and staff for their work in certifying attendance of students, and in so doing saved hundreds of FTEs.
- President Call mentioned that advisement and registration for Winter and Spring would be starting much earlier than has traditionally been the case, with advisement through the academies beginning on October 7th.
- President Call described the launch of Starfish early alert system, again thanking faculty and staff for their work in this area, which has made a difference by changing behavior of students.
- President Call acknowledged the work of faculty member Jules Allen for the publication of his new book of black and white photographs, *In Your Own Sweet Way*.
- President Call also congratulated faculty for receiving CUNY Community College Collaborative Research Grants: Dr. Paul Sideris (Chemistry); Dr. Julia Rothenberg (Social Sciences); Professor Nick DiZinno (Engineering Technology), Professor Jeffrey Schwartz (Engineering Technology), Dr. Azita Mayeli (Mathematics), and Dr. Daniel Garbin (Mathematics).

- 47 • President Call also announced the award of a three-year \$171,000 National Science Foundation
48 grant in which QCC is the lead in collaboration with Allegheny Community College in
49 Pennsylvania and St. Mary's College in Maryland.
- 50
- 51 • President Call thanked those who participate in one of several advisory committees, including
52 College Advisory Committee on Campus Security, The Sexual Harassment Awareness and
53 Intake Committee (SHAIC), and College Advisory Committee for 504/ADA Compliance
54 Committee.
- 55
- 56 • Alluding to several upcoming events described in her written report, the President singled out one
57 that was not: the conclusion of the recent reaccreditation visit of the ABET external review team
58 to Engineering Technology. Acknowledging the work of several years to create a self-study, one
59 described by the team as a model, the President said she was hopeful that they would receive a
60 six-year reaccreditation.
- 61
- 62 • The President discussed her recent reminder and invitation to faculty to get involved in the
63 multiple ways in which one might participate in the Middle States review process, noting that
64 schools in SUNY and CUNY have been or may soon be placed on "warning."
- 65
- 66 • The President reminded the Senate of the Fall Faculty meeting on Wednesday, October 16.
- 67

68 Upon conclusion of her report, President Call took two questions from Steering Committee Chair
69 Dr. Philip Pecorino.

70

71 The first question involved an item from the part of the President's written report about the QCC
72 Early College Initiative. It has been stated that QCC faculty will have participation in the formation
73 of the high school curriculum, especially in the areas of English, Math, History, Social Sciences
74 and Foreign Languages. "When," Dr. Pecorino asked, "will you begin to form that group?" The
75 President answered that Dr. Fabricant has been involved at the state level at the DOE for Math
76 curriculum and that Dr. Paris Svoronos has been involved in the sciences. She also noted that
77 there had only been two meetings, and the College was represented at those meetings by Dr.
78 Jonas Falik of Business and Stu Asser of Engineering Technology, as these two areas—
79 technology and business--will be the focus of the school. Although the school is slated to open in
80 Fall 2014, the President indicated that she did not yet have a timetable for some of the
81 housekeeping matters to be resolved.

82

83 The second question by Dr. Pecorino involved the [Student-Faculty Disciplinary Group], which
84 has been reconfigured by the University to handle a wider variety of cases, including regarding
85 harassment and discrimination, etc. Chair Pecorino asked President Call to report on this matter,
86 given that those who volunteered for this service were now being asked to do something other
87 than what they signed-up for. The President indicated that she was unaware of the details of the
88 matter.

89

90 **IV. Senate Steering Committee Report:**

91 Chair Pecorino referred to his written report:
92 (*Attachment C of the October 8, 2013 Agenda*)
93 focusing on some of the following:

- 94 • Chair Pecorino announced that the University Faculty Senate would be undergoing a change in
95 its charter and advised that faculty on campus would be invited to participate in a referendum on
96 the UFS charter to be conducted by the Faculty Executive Committee.
- 97
- 98 • Following-up on the requested input of Associate Chancellor Matthew Sapienza, Chair Pecorino
99 conducted an informal poll of the faculty members of the Senate regarding the question of how
100 funds in the coming fiscal year should be allocated. The results are as follows:

101 A. More Full-time faculty: 13 (25%)

102

- 103 B. Improved Facilities (labs, equipment, space): 24 (46%)
- 104 C. Increased Student Support Programs: 4 (8%)
- 105 D. More Student Scholarships: 3 (6%)
- 106 E. Increased Faculty Research Support: 8 (15%)

- 107
- 108
- 109 • Chair Pecorino mentioned once again that something has to be done about the lack of
- 110 participation in votes with respect to the Open Meetings Law. Some members of the Senate are
- 111 choosing not to vote, rather than abstain. It becomes difficult to determine the difference between
- 112 an intentional non-vote vs. a member of the body who has left the room.
- 113
- 114
- 115

116 **V. Monthly Reports of Standing Committees of the Academic Senate**

- 117
- 118 • Committee on Committees – September 2013 (*Attachment E of the October 8, 2013*
- 119 *Agenda*)
- 120 • Committee on Committees – October 2103 (*Attachment F of the October 8, 2013*
- 121 *Agenda*)

122

123 **VI. Annual Reports of Academic Senate Standing and Special Committees**

124

- 125 • Committee on Academic Development (*Attachment G of the October 8, 2013*
- 126 *Agenda*)
- 127 • Awards and Scholarships (*Attachment H of the October 8, 2013 Agenda*)
- 128 • Committee on eLearning -revised(*Attachment I of the October 8, 2013 Agenda*)
- 129 • Committee on Environment, Quality of Life and Disability Services (*Attachment J*
- 130 *of the October 8, 2013 Agenda*)
- 131 • Committee on Vendor Services (*Attachment K of the October 8, 2013 Agenda*)

132

133 **VIII. Old Business**

134 NONE

135

136 **IX. New Business**

137 Dr. Pecorino was recognized by President Call on the floor of the Academic Senate for his

138 forty years of service as a faculty member and governance leader at Queensborough

139 Community College with a copy of the Perez v. CUNY decision printed upon a tee-shirt.

140

141 The meeting was adjourned at 3:40 PM

142

143 Respectfully Submitted,

144

145 Joel Kuszai

146 Secretary, Steering Committee of the Academic Senate



**Report of the President
to the
Academic Senate**

November 12, 2013

Enrollment Update

Enrollment activities for Spring 2014 are well underway. Based on the preliminary phases for Spring 2014, we expect to meet our enrollment target. In addition to the CUNY allocations/phases, the Direct Admission option began on November 4th, and the Office of Admissions reports steady traffic.

Advisement and registration for continuing students began on October 17th. Academy advisors have been engaged in a robust outreach campaign to our students with the goal of completing registration for Spring 2014 before the end of this semester. Please encourage your students to register as soon as possible for the Spring 2014 term—and for winter session, which is an opportunity for students to accelerate or get back on track for timely graduation.

The Office of Admissions hosted its annual Fall Open House for prospective students and their families on Saturday, November 9th. This event showcased our beautiful campus, the Queensborough Academies, our great academic programs, and the outstanding faculty of Queensborough.

Faculty and Staff News

Mary Mirabito has joined us as our Grants Director. Formerly the Associate Vice President for Sponsored Programs and Research and Grants Officer at Nassau Community College, she comes to us with a documented track record for obtaining grant funding for programs and projects at community colleges from both government and private foundation sources. She has also served as the Principal Investigator on federally funded institutional grants. In addition to her work with faculty and staff on grants, Mary will be our campus coordinator of the Fulbright Scholar Program, promoting opportunities available to our faculty and administrators.

Leslie Orlovsky has joined us as the Director of Corporate and Foundation Relations. Leslie has had extensive fundraising experience and has a solid network of fundraising contacts within the Queens business and corporate community. Her past experience includes being the Senior Director of the American Cancer Society's income department team and Campaign Manager for the Leukemia and Lymphoma Society.

Opportunities for Faculty

Tenured faculty are encouraged to consider applying for the *QCC Award for Excellence in Faculty Scholarship*, which recognizes “a sustained and distinguished record of scholarship or creative performance, evidenced by publications, professional presentations, and/or creative works.” The selection process begins with nominations from the academic departments or directly from faculty members who wish to nominate themselves. For each nominee, the department or the individual will forward to the selection committee a one-page statement, a current curriculum vita, copies of publications, and evidence of professional presentations and creative works. The selection committee consists of three academic department chairs elected by all the department chairs, and the Vice President for Academic Affairs who will preside without a vote. The selection committee will evaluate the nominees’ applications according to the criteria that have been used in the previous rounds of the QCC Faculty Excellence Awards, that is, a sustained and distinguished record of scholarship and/or creative achievement as evident in the supporting documentation. Please submit your nominations via the application form (sent to all faculty from Vice President Steele), along with supporting materials by Friday, December 13, 2013, to the Office of Academic Affairs.

The New Faculty Institute: Offered in January, the New Faculty Institute is a four-day informational session and workshop that is intended to support new faculty participation in campus initiatives such as high impact practices and assessment of student learning and to encourage and support use of instructional technologies in the classroom; in addition, governance and committee participation and opportunities for research, publishing, and grant writing will be covered.

The Faculty Mentoring Program: The faculty mentoring program supports department-designated mentors for new faculty members. Mentors meet to discuss useful strategies to guide their mentees in adjusting to their new environment. Mentors assist their colleague mentees in navigating the complexities of campus issues and in learning about service commitments, grant opportunities, professional development, and scholarly growth.

Student Achievements and Honors

Queensborough students were the only community college students to participate in the prestigious Northeast Regional Meeting of the American Chemical Society held at Yale University on October 26, presenting 35 poster presentations out of a total of 127 - the highest number of any other college or university. This successful effort involved the support and mentorship of Drs. Nidhi Gadura; Andrew Nguyen; Mangala Tawde; Monica Trujillo; Naydu Carmona; Susan McLaughlin; and Areti Tsiola from the Department of Biology—Drs. David Sarno; Derek Bruzewicz; Sasan Karimi; Jun Shin; Julie Pigza; and Paris Svoronos from the Department of Chemistry, Dr. Kee Park from the Department of Engineering Technology; and Dr. Dimitrios Kokkinos from the Department of Physics.

On the same date, five students won awards for their poster presentations at the Metropolitan Association of College and University Biologists. Students Lucia Nunez and Christian Rivoira are participants in the Bridges/RIMS Program which aims to prepare underrepresented minority students to pursue careers in science/biomedicine by involving them in hands-on research projects. To date, over 160 QCC students have conducted research under the supervision of Bridges mentors. Additional MACUB student winners are Jia Cheong, Kimberly Delon and Rawnok Rayeka.

Congratulations to our students and to their mentors, Drs. Golebiewska and Trujillo from the Department of Biological Sciences and Geology as well as professors from York College and Queens College.

Unique Opportunities for Students

QCC Emerging Leaders Program was launched in September 2013, to support the development of current and future student leaders through basic leadership knowledge and skills training, and projects in support of college and community service. Currently, 15 students have been selected to participate in this program. Please consider referring students who can benefit from this invaluable experience to Ms. Gisela Rivera, Director of Student Leadership & Development at GRivera@qcc.cuny.edu.

Salzburg Global Seminar

The application deadline for the Salzburg 2014 Global Seminar (April 12th – 19th) is quickly approaching! The application deadline is November 14, 2013. The purpose of the program is to provide our students with an intensive international experience, exploring issues of global concern and viewing these issues from a different perspective. This seminar is open to all full-time QCC students who have demonstrated academic success, regardless of their financial need! Again, please remind our students to consider applying for this seminar.

Phi Theta Kappa

Matriculated students with a cumulative GPA of 3.5 or higher and 15 credits accumulated are still eligible to join the Lambda Sigma Chapter of the Phi theta Kappa International Honor Society. Applications can be downloaded from the College's website at www.qcc.cuny.edu/ptk or picked up in the Library Building, Room 412. The deadline for students to join for the Fall 2013 semester is Monday, December 23rd.

QCC's Strategic Plan for 2014-15

Work has begun to craft our strategic plan, with a meeting of governance leaders with Vice President Steele and Dean Arthur Corradetti. The College Advisory Planning Committee (faculty governance leaders, administrators and student leaders) has been convened to develop a comprehensive draft of the strategic plan for 2014-15m which will inform our resource allocation process. Beginning in February, as is customary, focus groups will be held with the academic department chairpersons, HEOs, and Student Government to review and discuss the draft. Following further revision based on the suggestions and comments, as well as open hearings with the campus community, the CAPC will meet in the spring semester to review and discuss the feedback and changes from the focus groups and open hearings. The final version of our QCC Strategic Plan is due to the University in late June.

Update on the Early College High School Initiative

Dean Denise Ward, Dr. Belle Birchfield (ET), and Professor Leslie Francis (Business) attended the New York State P-TECH Leadership Council in Albany on November 4. The convening brought together DoE and college faculty and administrators representing the 16 proposed ECI initiatives across the state. The objectives of the meeting were to establish a statewide learning community of all partnerships; to clarify NYS P-TECH Design Principles, identify opportunities for innovation and gather input and guidance for ongoing professional development for teachers.

QCC representatives met the Principal of the new high school, Hoa Tu. This was an opportunity to better understand the structure of the entire initiative, and to interact with other launched schools, discuss curriculum and how the governance process was handled between high school and colleges. As of this date (prior to reports from our representatives), we do know that our courses will serve dual credit - high school and college (based on the approval of our faculty). It is believed the first steps will be to determine the skills required by SAP and then determine either existing degree programs or those that our faculty can modify easily and quickly to support the learning, and then curriculum details will be designed by faculty from the sponsoring departments, as well as representatives from others disciplines.

Science Building Courtyard Enclosure Project Update

We are excited to announce that the groundbreaking for the new Science Building and Courtyard Enclosure will begin this month. This is a long planned and awaited project resulting in a major facility enhancement which will provide a new transparent roof over the existing courtyard and renovate the courtyard space. It will enrich student and campus life by creating an improved dining space and a venue for College functions. The project is the first part of a two-phase project. The first phase includes a roof over the courtyard and prepares it to become a multi-use interior space. Also included will be improvements to the science lobby and restrooms and a second elevator will be added to improve access to all floors of the Science Building. In the second construction phase, the courtyard area will become a fully enclosed dining space accommodating 400 students and guests, a new kitchen on the basement level of the Science Building, and a renovated server, replacing the current Science cafeteria service area.

During the 16 month construction period every effort will be made to mitigate any inconveniences for our faculty, students and staff, within the constraints a major renovation such as this presents. *While the Courtyard will be closed during this period, all the other areas of the Science Building will be accessible. Also, the current Science cafeteria service area will remain open, as will the downstairs eating room.* Windows facing the courtyard on the second and third floors will be removed and replaced to allow the anchoring of the new courtyard roof structure to the building. A temporary new wall will be built inside the spaces where windows will be removed to assure that the building remains weather-tight. Any necessary materials abatement within the building will take place at night, or on holidays, when the building is unoccupied. The contractor staging area will be in Parking Lot #2 resulting in a temporary loss of student parking. *An ongoing blog of the construction process—coordinated by the Project Team and our office of Communications and Marketing—will be posted on the College website.*

Upcoming Events

SGA Multicultural Festival

The Office of Student Activities and Student Government Association are hosting the Multicultural Festival Wednesday, November 13th at 12:00 p.m. in the Student Union Lounge. The Multicultural Festival is an event celebrating the diversity of our campus community which features a cultural showcase through music, dance, and food. All members of the QCC Community are invited to attend!

RED Day

QCC's Office of Military & Veterans' Services is hosting a "RED Day" event on Thursday, November 14th. On this day, the College community is encouraged to wear patriotic clothing to "Remember Everyone Deployed" (RED). I'd like to give a special thank you to Mr. Kevin Stevens for accompanying several QCC

veteran students to the New York City's Annual Veterans' Day parade yesterday, November 11th and for conducting the campus Remembrance & Reflection Ceremony which was held this morning (November 12th).

**STEERING COMMITTEE OF THE ACADEMIC SENATE
QUEENSBOROUGH COMMUNITY COLLEGE, CUNY
MONTHLY REPORT
November 12, 2013**

1. Senate Matters: Composition and Membership

All positions in the Academic Senate are filled with the exception of the Student Government President pro tem

2. Committee Matters: Composition and Membership

Two members of the Committee on eLearning who resigned have been replaced as given in the report of the Committee on Committees.

3. Committee Matters: Activities

Of note are the following:

The Committee on Bylaws will be considering a resolution to remove the Committee on Ceremonial Occasions due to the action of the Senate in May, 2013 in which the Senate was opposed to creating any official College Ceremonies at all and for which the Committee might render service and recommendations and fulfill its charges.

The Committee on Environment, Quality of Life and Disability Issues will be considering what if anything is to be done to support a climate of mutual respect and the intolerance for bullying at the College.

4. University and College Wide Matters with Direct Bearing on the Senate

A. The University Faculty Senate

The 377th Plenary Session of The University Faculty Senate of The City University Of New York, Tuesday, October 22, 2013, 6:30 p.m. approved the revision of the UFS Charter which must now be ratified by the faculty of CUNY. QCC will conduct a vote on the matter during this academic year.

B. The CUNY BOT met on September 30, 2013 and took several actions. Available here:

http://policy.cuny.edu/board_meeting_summaries/2013/09-30/pdf/#Navigation_Location

QUEENS COLLEGE -APPOINTMENT OF INTERIM PRESIDENT:

RESOLVED, That the Board of Trustees of The City University of New York approve the appointment of Dr. Evangelos John Gizis as Interim President of Queens College, effective January 1, 2014, at a compensation to be recommended by the Chancellor to the Board, subject to financial ability.

EXPLANATION: Dr. James Muyskens will step down as President of Queens College, effective December 31, 2013. Pending the completion of a search for a new president, Dr. Evangelos John Gizis will serve as Interim President

5. Actions of the Steering Committee

A. Revision and reconstruction of the Academic Senate website

- An area (blog) has been created to report on activities of the Committees of the Academic Senate and the Senate itself.
<http://www.qcc.cuny.edu/governance/academicSenate/as-blogs/news-and-views.html>
- An area has been created to allow candidates for election to seats in the Senate to state their principles and positions for the electorate.
<http://www.qcc.cuny.edu/governance/academicSenate/CandidatesforSenateMemberships.html>

B. Holy Day Observances

The request below has been sent to the College Administration.

President Call:

We have received communications from faculty on the challenges they face with student absences due to religious observances. We think that they need assistance with compliance with the law and respect for the rights of students.

Given that we are obliged to respect New York State Law 224a regarding the observance of religious Holy Days and as we do not have local power over the academic calendar scheduling of classes and given that our student body and faculty have become more and more diverse with regard to their ethnicity and religious affiliations we respectfully request that the QCC administration furnish the faculty each semester/month along with the academic calendar and calendar of events for the month with the listing of the most important religious Holy Days of the world's religions, days for which religious observances or refrain from work are religious obligations.

Philip Pecorino,
Chairperson, Academic Senate Steering Committee

Alexandra Tarasko,
Chair of the Faculty Executive Committee

Lana Zinger,
PSC-QCC Chapter Chairperson

The administration is now working with faculty leadership to construct a method for informing faculty of what they need to know concerning how to support students and respect their rights.

C. Recording of Votes

In order to comply with the Open Meetings Law and the need for a quorum in order to conduct official business, starting with the meeting in December of 2013 when matters are put to a vote in the Academic Senate there will be the options to vote in the affirmative or negative and all other members eligible to vote who are in attendance and not voting either yeah or nay will be recorded as abstaining which would be an accurate rendering of what they are doing. The Open

Meetings Law requires a report to the Public on how each member of the body who was present acted on matters put to a vote. Further, Robert's Rules of Order 11th Edition

“...To “abstain” means not to vote at all, and a member who makes no response if “abstentions” are called for abstains just as much as one who responds to that effect...” (p.45)

“ Although it is the duty of every member who has an opinion on a question to express it by his vote, he can abstain, since he cannot be compelled to vote. By the same token, when an office or a position is to be filled by number of members, as is the case of a committee, or a position on a board, a member may partially abstain by voting for less than for those for whom he is entitled to vote...”(p. 407)

If the Senate wishes to consider other options this should be brought up during the Senate meeting or to the attention of the Steering Committee. The principles challenges to be met are those who are elected to the Senate and do not attend and those who attend but do not participate in the voting.

6. Resolutions presented by the Steering Committee for the consideration and disposition by the Academic Senate

None for this meeting.

7. Shared Governance Discussions and the Academic Senate

In our readiness to entertain discussion of all other college-related matters, we wish to remind all members of Queensborough's faculty that all meetings of the Academic Senate are open to the public as per the 2006 Perez decision on Open Meetings Law, as noted in Article I, Section 3, b of the Bylaws of the Academic Senate:

Meetings of the Academic Senate shall be subject to the Open Meetings Law and the Freedom of Information Law. Under the Open Meetings Law, the public has the right to attend any meeting of a public body. Any time a quorum of a public body gathers to discuss business, the meeting must be held in public, subject to the right to convene an executive session under certain limited circumstances. Non-members must conform to the usual requirements of parliamentary procedure; the Parliamentarian will interpret and enforce the rules which include that no non-member of the body may speak without the permission of the body.

As always, we pledge to recognize any member of faculty who wishes to contribute to our dialogue.

DATE: October 22, 2013

TO: QCC Academic Senate

FROM: QCC Faculty Representative to CUNY UFS, Barbara Rome

SUBJECT:

**The 378th Plenary Session of The University Faculty Senate of
The City University Of New York
Tuesday, October 22, 2013, 6:30 p.m.**

UFS Chair Terrence Martell called the meeting to order at approximately 6:30 p.m. in Room 9204/5/6 at the CUNY Graduate School and University Center.

I. Approval of the Agenda for September 10, 2013

The agenda was approved by voice vote.

II. Approval of the Minutes of September 10, 2013

The minutes were approved as distributed by voice vote.

III Invited Guest, Associate Vice Chancellor for Budget Matthew Sapienza

- The Budget Request for next fiscal year Budget runs from July 1st to June 30th. Planning for 2015 must be submitted in November. Gathering feedback from all communities of interest to make sure it is covering wide range of initiatives: number one priorities are; the addition of more full time faculty, Universities master plan, academic support, counseling, expansion of programs, instructional technology and IT, libraries. CUNY 2020 initiative (the university has put together a community to review applications from colleges for funds and will decide which ones to move forward).
- TAP Report submitted to Board of Trustees and state which includes increasing the amount of the award to \$6,500. Also to look at undocumented students, more transparency in process, look at ways to save state money while maintaining equity.

IV Invited Guest, Prof. Peter Knuepfer, SUNY Faculty Senate President from Binghamton Campus

- Start Up New York primarily for SUNY schools upstate with limited number of opportunities CUNY
- In the midst of implementation of SUNY seamless transfer system
- Open SUNY initiative Chancellor announced she wanted to engage students online offering more degrees online. When fully launch it will offer better opportunities for both teachers and students.
- New admission criteria in SUNY, not admitting students with less than a 3.0 GPA
- This academic year faculty Senate with CUNY will have University Research Symposium for undergraduates in Albany on April 1, 2014.

V Old Business – Vote on Charter Amendment Proposal 1st reading done at September meeting to change one aspect of the charter which is to amend who the charter is changed. Second reading tonight with a vote.

Voted unanimously in favor of accepting change to charter

VI Reports

A. Academic Freedom Committee on proposed Expressive Activity Policy (ability to hold demonstrations on community campuses) the language is vague and broad, many problems with document. Committee chair will meet with Vice Chancellor to discuss policy. Discussion and motion to reject policy draft as it violates first amendment, seconded. Motion voted on and failed.

B. Representatives to Committees

- **Budget Advisory** questions raised about new faculty hired and whether it has made a difference in relation to number of students. (See FTF to FTE attachment) TAP report, giving students per credit TAP, School for Professional Studies is moving to new space looking to expand F2F classes
- **Student Affairs** Resolution unanimously passed

C. Chair

- CUNY first (see attached)
- New Doctoral Science Program Steering Committee comprised of 25 individuals from several schools (2 faculty members and 1 Dean of Research) appointed committee from Interim Chancellor Kelly

The meeting was adjourned at 8:31 pm.

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

Report to the Academic Senate

October 20, 2013

From: Dr. Edward Volchok, Chairperson of the Committee on Committees

To: Dr. Joel Kuszai, Secretary of the Academic Senate Steering Committee

cc: Mr. David Moretti, Dr. Philip Pecorino, Prof. Jeffrey Schwartz, Dr. Cheryl Spencer, Dr. Emily Tai, and Prof. Constance Williams,

Monthly Report of the Committee on Committees for November 2013

This report details the Committee on Committees activities in October 2013.

Changes in the Standing Committee Rosters

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

1) Committee on eLearning

Due to the resignation of Dr. Dona Boccio (Mathematics and Computer Sciences), the CoC elected Professor Edward Davis (Engineering Technology) to fill this vacancy. Professor Davis has agreed to accept this position.

2) Committee on eLearning

Due to the resignation of Dr. Anita Ferdenzi (Social Sciences), the CoC elected Dr. Caf Dowlah (Social Sciences) to fill this vacancy. Dr. Dowlah agreed to accept this position.

Respectfully submitted,



Edward Volchok, PhD
Chairperson, Committee on Committees

**QUEENSBOROUGH COMMUNITY COLLEGE
CITY UNIVERSITY OF NEW YORK
CURRICULUM COMMITTEE**

To: Philip Pecorino, Academic Senate Steering Committee
From: Aránzazu Borrachero, Chairperson, Committee on Curriculum
Date: October 22, 2013

Subject: Monthly Report

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

- 1. New Courses**
- 2. Changes in Courses**

1. New Courses

DEPARTMENT of CHEMISTRY

CH-115 Introduction to Nanoscience

3 credits; 3 hours

Prerequisite: None

Catalogue Description: This course will give students an introduction to nanoscience, which is a rapidly growing field in our society. The synthesis of nanomaterials, the tools used to characterize these materials (Electron Microscopy (SEM/TEM), Atomic Force Microscopy (AFM), Scanning Tunneling Microscopy (STM) and UV-Vis spectroscopy), and societal impacts of nanomaterials/technology (such as ethical, legal and environmental implications) will be covered. Students will select a nanomaterial of interest and also do a term paper and presentation.

Rationale:

Nanoscience is an emerging and exciting field. This course will provide students with the basic background knowledge to be able to function in an ever-increasing nano-scale world. There is an increased interest in educating undergraduates about this growing discipline (NSF funding \$200,000 for QCC, KBCC, BMCC and LGCC in 2012-2014). Students will be introduced to the latest developments that are occurring in academia as well as in industry. Students will have the unique opportunity to obtain hands-on experience in using an Atomic Force Microscope and a Scanning Tunneling Microscope, not common at most Community Colleges. An industry speaker will also visit to present latest developments. Students who complete this course will have an advantage to continue their studies in the nanoscience field, if they desire, by registering for research in the Chemistry Department. Several faculty members in the Chemistry Department at QCC currently mentor students in gaining laboratory experience in the nanoscience field. This course can provide a much needed theoretical background for these students. City College/CUNY has agreed to accept this as a technical elective equivalent to its Nanomaterial course (ChE49808) in the Chemical Engineering Department. This course is currently being offered at City College and similar courses are also currently being implemented at the other CUNY community colleges. It is expected that students who take this course will have improved writing and presentation skills and will be able to perform effective literature studies, as noted already for students at Bronx and Hostos CC.

In Spring 2013, Dr. Hemraj-Benny gave a general introduction of the topic to her Chemistry and Arts class (41 students). The student body consisted of 51% art related majors and 29% Liberal Arts and Science majors. A discussion of how the Lycurgus cup and stained glass windows possess their unique characteristics due to nanoparticles was discussed. Students were tested on the final exam of their understanding of the material, of which 80% fully grasped the concepts. In a survey given, 50% of the student body showed interest in taking this nanoscience course if it is offered at QCC. There is a need to teach nanotechnology at the community college level and QCC would be amongst the first.

DEPARTMENT of FOREIGN LANGUAGES and LITERATURES

LS-224 Internship in Teaching Spanish as a Foreign Language

1 credit; 8 in-class sessions; 21 hours of tutoring service

Prerequisites: LS 221, 222, 223, 312 or 315 with a grade of B+ or higher, or permission of the department.

Catalogue Description: This course is a Service Learning class designed for advanced students of Spanish. It focuses on basic principles of language acquisition and instruction. Students will learn about the theory and practice of foreign language teaching, they will conduct class observations of Spanish classes at Queensborough Community College, and they will apply theory to practice by tutoring students of Spanish at the Student Learning Center. This course is taught in Spanish.

Rationale:

In the past, the Service Learning activities of this course were an option for students enrolled in LS 223. Those students in LS 223 who chose the Service Learning experience tutored illiterate Spanish immigrants at “Make the Road New York,” an immigrant community center in Queens. This service component was very successful: an average of 5 students per semester selected it (in a class of 20 students) and they rated the experience very highly in their class evaluations. However, the community partner’s location in Junction Boulevard required a long commute for both the students and the instructor who supervised their tutoring. Additionally, the literacy classes’ schedule changed to the early morning, a time when the literacy tutors (QCC students) had to be in charge of opening the office, turning alarms off, etc., which presented liability problems.

This course proposal builds on the positive educational experiences of the LS 223 service component by providing tutoring at QCC, thus avoiding the commute and benefiting our own QCC language students. Separating the Service Learning experience from LS 223 and offering it as a one-credit course will help to recruit interested students and to offer them a more focused experience. This course also hopes to motivate students to pursue a career in the teaching of Spanish.

DEPARTMENT of BIOLOGICAL SCIENCES and GEOLOGY

BI 132 Foundations of Biology: Laboratory experience

3 laboratory hours per week; 1 credit

Pre-requisites: BE-112 (or 205) & 122 (or 226) or satisfactory score on the CUNY/ACT assessment test.

Co-requisite: BI-131

Catalogue Description: An introductory laboratory course that provides an opportunity to students to get hands on experience in biology. It centers around performing laboratory experiments that explains biological concepts like cellular basics, properties and diversity of life, microscopic world of cells, ecological interactions, photosynthesis, respiration, evolution of life, patterns of inheritance and human genetics. Fetal pig dissections are also part of the course and required.

Rationale: This single-credit laboratory course complements the three-credit science course BI-131, included in Common Core IC, Life and Physical Sciences. Students take the laboratory course as part of their major requirements for the degree program. In this way, Queensborough maintains the integrity of the laboratory science requirement when students are not in degree programs with STEM science requirements.

2. Changes in Courses

DEPARTMENT of FOREIGN LANGUAGES AND LITERATURES

<p>From: LC-214 Intermediate Chinese II 3 class hours 3 credits</p> <p>[The focus of this course is to continue the improvement of oral communication skills, along with reading, writing, and grammar. It is designed to help students expand their vocabulary, and to study more complex grammatical structures. Components of Chinese culture will be integrated through readings, discussions and realia.]</p> <p>From: Prerequisites: [LC-213 or permission of the department.]</p>	<p>To: LC 214 Intermediate Chinese I I 3 class hours, 3 credits</p> <p><u>This fourth-semester course focuses on improving students’ oral communication skills, along with reading, writing and grammar. Students will expand their vocabulary and study more complex grammatical structures. Aspects of Chinese-speaking cultures will be integrated through readings, films, discussions and Internet-related activities.</u></p> <p>To: Prerequisites: LC 213 with a grade of C or higher, or placement by the Department of Foreign Languages</p>
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Rationale:

This course has existed for some time, but there was not enough student demand to offer it. Currently, there is a group of students taking LC 213 who have approached their instructor to ask for the continuation of the course they are taking right now. The Chinese program hopes to nurture these students' interest in continuing advanced-intermediate studies in Chinese by offering LC-214.

In this course, students will continue expanding their vocabulary and will study progressively complex grammatical structures. The course approaches cultural content through short readings, video clips, interviews and other resources that illustrate issues of diversity within Chinese social groups, and prompt students to investigate them from multiple perspectives. Students will demonstrate an understanding of these diverse views through a variety of oral and written assignments, such as journal entries, blogs, group projects, and oral presentations.

The revision of this course's description reflects more accurately the learning objectives that align with the CUNY Pathways learning outcomes under II.A. World Cultures and Global Issues. The prerequisite has been rewritten for more accuracy and clarity.

DEPARTMENT of HEALTH, PHYSICAL EDUCATION and DANCE

From: PE-545 Sportwalking] 1 credit, 2 hours

To: PE-545 Fitness Walking 1 credit, 2 hours

This course is designed to give students a basic working knowledge of cardiovascular fitness using walking, the nation's most popular form of exercise. Other topics covered include proper form, flexibility, stress management, motivation and current fitness topics. This class is tailored to meet the needs of students at all levels.

Prerequisites and/or co-requisites: none

Rationale:

The revised name is needed to adequately reflect current trends regarding health and physical fitness. Contrary to the original course name, physical fitness is not necessarily considered sport. In addition, the course description portrays a fitness-based class, not a competitive sport class.