

## MONTHLY REPORT: December 2017 - COMMITTEE ON CURRICULUM

**To:** Joel Kuszai, Academic Senate Steering Committee  
**From:** February 1, 2018  
**Subject:** Committee on Curriculum December 2017 Monthly Report for the February 2018 Senate  
**CC:** College Archives (CWilliams@qcc.cuny.edu)

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

- 1 course revision
- 1 program revision
- 1 new program
- 1 General Education Requirements (revision)

### 1. COURSE REVISION

BIOLOGICAL SCIENCES AND GEOLOGY DEPARTMENT AND THE HEALTH, PHYSICAL EDUCATION AND DANCE DEPARTMENT

Departmental approval: October 18 2017

FROM	TO
BI 503 General Epidemiology	BI 503 General Epidemiology
3 Class Hours, 3 credits	3 Class Hours, 3 credits
Pre-requisites: BI-311 or BI-461	<del>BI 311 or BI 461</del> , BI 201 General Biology I
Co-requisites: None	None
Course Description: History, principles, and application of epidemiologic methods to analyze public health problems like infectious and non-infectious diseases; incidence, distribution and control of disease in a population; mechanisms of transmission; environmental, behavioral and genetic factors. Students will develop skills to read, interpret and evaluate health information from published epidemiologic studies. Course requirement includes conducting an epidemiological study on a research topic of interest	Course Description: History, principles, and application of epidemiologic methods to analyze public health problems like infectious and non-infectious diseases; incidence, distribution and control of disease in a population; mechanisms of transmission; environmental, behavioral and genetic factors. Students will develop skills to read, interpret and evaluate health information from published epidemiologic studies. Course requirement includes conducting an epidemiological study on a research topic of interest

#### Rationale:

The prerequisites have been removed to better align with the A.S. Public Health Program Outcomes. Since the course outcomes focus on the application of epidemiologic methods to analyze a variety of public health problems and other biological conditions, it was not deemed necessary for students to acquire knowledge specifically related to microbiology. Similarly, other colleges (e.g. Hunter and York) do not require a microbiology course as a prerequisite for epidemiology. Including BI 201 General Biology I as a prerequisite for the course will provide suitable foundation in biology to succeed in the course.

**2. PROGRAM REVISION**

DEPARTMENT OF BIOLOGICAL SCIENCES AND GEOLOGY AND THE HEALTH, PHYSICAL EDUCATION AND DANCE DEPARTMENT

Departmental approvals:

Health Physical Education and Dance Department: September 6, 2017

Department of Biological Sciences and Geology: August 30, 2017

Here is the information to include in a proposal to revise an existing degree or certificate program:

**Rationale:**

BI 461 General Microbiology has been replaced with BI 521 Public Health Biology as the major’s requirement to better align with the Public Health Degree Program outcomes and timely completion of the degree program. BI 521 Public Health Biology is equivalent to Hunter College’s COMHE 32800, Public Health Biology and will count towards COMHE-BS majors required courses. This replacement is important for students enrolled in the program, as the new course sequence is highly recommended and enables students to be complete their degree in a timely fashion.

BI 202, General Biology 2 is the second part of a two-semester sequence of General Biology. Inclusion of this course as an elective provides students with the opportunity to complete the two semester sequence as part of the degree program.

1. Department:	Biological Sciences and Geology & Health, Physical Education and Dance			
2. Program name:	A.S. Public Health			
3. Program Code:	38115			
4. HEGIS number:	1214.00			
5. Date approved by the departments HPED Biological Sciences and Geology	Month	Day	Year	
	09	06	2017	
	08	30	2017	
6. Date the changes will be effective (if approved)	Month	Day	Year	
	04	01	2018	
7.	All text or items that will be deleted or changed should be marked with a <del>strikethrough</del> .			
8.	All new text, courses, credits, etc. should be marked by <u>underlining</u> .			
9.	Show the whole set of program requirements in a From/To format (see example below)			
10.	Add all Program notes in 10A Add all Course notes in 10B (Number your notes).			

From:		To:	
Common Core	Credits	Common Core	Credits
Required Core 1A: ENGL-101 English Composition I	3	Required Core 1A: ENGL-101 English Composition I	3
Required Core 1A: ENGL-102 English Composition II	3	Required Core 1A: ENGL-102 English Composition II	3

Attachment E – Curriculum Report – December 2017

Required Core 1B: MA-119 College Algebra*	3	Required Core 1B: MA-119 College Algebra*	3
Required Core 1C: BI-201 General Biology I*	4	Required Core 1C: BI-201 General Biology I*	4
Flexible Core 2A: World Cultures and Global Issue(Recommended ANTH 160 Anthropology of Health & Healing)	3	Flexible Core 2A: World Cultures and Global Issue(Recommended ANTH 160 Anthropology of Health & Healing)	3
Flexible Core 2B: US Experience & its Diversity (Recommended SP-211 Speech)	3	Flexible Core 2B: US Experience & its Diversity (Recommended SP-211 Speech)	3
Flexible Core 2C: Creative Expression	3	Flexible Core 2C: Creative Expression	3
Flexible Core 2D: Individual and Society (Recommended PHIL 148 Public Health Ethics or SOCY- 101 Introduction to Sociology)	3	Flexible Core 2D: Individual and Society (Recommended PHIL 148 Public Health Ethics or SOCY- 101 Introduction to Sociology)	3
Flexible Core 2E: BI-520 Introduction to Public Health*	4	Flexible Core 2E: BI-520 Introduction to Public Health*	4
Select one from 2A-E: (Recommended SOCY-200 Level from 2D or PSYC-101 Psychology from 2E)	3	Select one from 2A-E: (Recommended SOCY-200 Level from 2D or PSYC-101 Psychology from 2E)	3
Subtotal	32	Subtotal	32
Major		Major	
HE-103 Fundamentals of Human Nutrition	3	HE-103 Fundamentals of Human Nutrition	3
HE 114 Principles and Practices of Public Health	3	HE 114 Principles and Practices of Public Health	3
BI 461 General Microbiology	4	BI 521 Public Health Biology	3
BI 503 General Epidemiology	3	BI 503 General Epidemiology	3
IS 151 The Health of the Nation	2	IS 151 The Health of the Nation	2
MA 336 Statistics	3	MA 336 Statistics	3
Subtotal	18	Subtotal	17
<i>Major Electives Advised major electives selected from the list below and guided by appropriate transfer articulations</i>			
BI 521 Public Health Biology	3	BI 461 General Microbiology	4
		BI 202 General Biology 2	4
BI 501 Environmental Health	4	BI 501 Environmental Health	4
BI 554 Research Laboratory Internship	2	BI 554 Research Laboratory Internship	2
BI 505 Current Environmental Issues	1	BI 505 Current Environmental Issues	1
BI 522 Applied Biostatistics	3	BI 522 Applied Biostatistics	3
HE 102 Health, Behavior and Society	2	HE 102 Health, Behavior and Society	2
HE 104 Addictions and Dependencies	3	HE 104 Addictions and Dependencies	3
HE 105 Human Sexuality	3	HE 105 Human Sexuality	3
HE 107 Mental Health: Understanding Your Behavior	3	HE 107 Mental Health: Understanding Your Behavior	3
HE 108 Health and Physical Fitness	3	HE 108 Health and Physical Fitness	3
HE 110 Cardiopulmonary Resuscitation	1	HE 110 Cardiopulmonary Resuscitation	1

HE 111 Stress Management	3	HE 111 Stress Management	3
HE 202 Social and Behavior Determinants of Health	3	HE 202 Social and Behavior Determinants of Health	3
Subtotal	40	Subtotal	<u>11</u>
Total	60	Total	60
<b>10A. Program Note:</b>			
<b>From:</b>		<b>To:</b>	
Students are required to take particular courses in some areas of the Common Core that fulfill both general education and major requirements. If students do not take the required courses in the Common Core, they will have to take additional credits to complete their degree requirements.			
<b>10B. Course Note (number your notes):</b>			
<b>From:</b>		<b>To:</b>	

**11. Write a Rationale for all the changes**

BI 461 General Microbiology has been replaced with BI 521 Public Health Biology as the major's requirement to better align with the Public Health Degree Program outcomes and timely completion of the degree program. BI 521 Public Health Biology is equivalent to Hunter College's COMHE 32800, Public Health Biology and will count towards COMHE-BS majors required courses. This replacement is important for students enrolled in the program, as the new course sequence is highly recommended and enables students to be complete their degree in a timely fashion.

BI 202, General Biology 2 is the second part of a two-semester sequence of General Biology. Inclusion of this course as an elective provides students with the opportunity to complete the two semester sequence as part of the degree program.

**12. Write a Summary for all the changes**

Move BI 461 General Microbiology from a major's requirement to a major's elective.  
 Move BI 522 Public Health Biology from a major's elective to a major's requirement.  
 Add BI 202 General Biology 2 as a major's elective.  
 Decrease total number of credits from major's requirement from 18 credits to 17 credits (-1).  
 Increase total number of credits from major's electives from 10 credits to 11 credits (1).

**13. If the program revision includes course revisions or new courses, submit the appropriate Course Revision form and/or New Course Proposal Form, along with the Syllabus and Course Objectives form.**

Please see attached

14. If courses will be deleted from the program, make clear whether the courses are to be deleted from the department's offerings as well.

No

15. Explain briefly how students currently in the program will be

Following the recommended schedule sequence, students currently in the program will have the opportunity to take BI 521 in the fall of their second year after they complete BI 201.

### 3. NEW PROGRAM

#### Change or Adapt a Registered Program

Use the [Request to Change or Adapt a Registered Program](#) form to request program changes that require approval by the State Education Department (see chart).<sup>\*</sup> For **programs that are registered jointly** with another institution, all participating institutions must confirm support for the changes.

#### *Exceptions:*

- To change a registered professional licensure program or add a license qualification to an existing program, contact the [Office of the Professions](#) for guidance.
- To change a registered teacher certification or educational leadership certification program or add a certificate qualification to an existing program, use the education program change form.

#### Changes and Adaptations Requiring State Education Department Approval

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<sup>\*</sup> CUNY and SUNY institutions: contact System Administration for guidance.

### Changes and Adaptations Requiring State Education Department Approval

#### Changes in Program Content (all programs)

1. Any of the following substantive changes:

- Cumulative change from the Department's last approval of the registered program of one-third or more of the minimum credits required for the award (e.g., 20 credits in an associate degree program)
- Changes in the program's focus or design (e.g., eliminating management courses in a business administration program), including a change in the program's major disciplinary area
- Adding or eliminating an option or concentration
- Eliminating a requirement for completion, including an internship, clinical, cooperative education, or other work-based experience
- Altering the liberal arts and science content in a way that changes the degree classification, as defined in Section 3.47(c)(1-4) of [Regents Rules](#)

#### Other Changes (all programs)

2. Program title
3. Program award (e.g., change in degree)
4. Mode of delivery (**Note:** if the change involves adding a **distance education format** to a registered program, please complete the [distance education application](#).)
5. Discontinuing a program
6. A format change that alters the program's financial aid eligibility (e.g., from full-time to part-time, or to an abbreviated or accelerated semester)
7. A change in the total number of credits of any certificate or advanced certificate program

#### Establishing New Programs Based on Existing Registered Programs

8. Creating a dual-degree program from existing registered programs
9. Creating a new program from a concentration/track in an existing registered program

**PLEASE NOTE:**

Establishing an existing program at a new location requires new registration of the program. If the requested action changes the program's major disciplinary area, master plan amendment may be needed if the revised program represents the institution's first program in that major subject area, at that degree level. If a requested **degree title** is not authorized for an institution chartered by the Board of Regents, charter amendment will be needed.



## NEW YORK STATE EDUCATION DEPARTMENT

Office of Higher Education—Office of College and University Evaluation

89 Washington Avenue, Albany, NY 12234

(518) 474-2593 Fax: (518) 486-2779

ocueinfo@mail.nysed.gov

<http://www.highered.nysed.gov/ocue/>

## Request to Change or Adapt a Registered Program

Item	Response <i>(type in the requested information)</i>
<b>Institution name and address</b>	Queensborough Community College, City University of New York  <i>Additional information:</i> <ul style="list-style-type: none"> <li>▪ Specify campus where program is offered, if other than the main campus:</li> </ul>
<b>Identify the program you wish to change</b>	Program title: QCC/York Dual/Joint A.S. Degree in Public Health leading to the B.S. Degree Program Public Health in Public Health  <u>Award</u> (e.g., B.A., M.S.): A.S./B.S.  Credits: 120  HEGIS code: 1214.00 QCC  <u>Program code</u> : <b>38115 / 37703</b>

<b>Contact person for this proposal</b>	<p>Name and title: Andrea Salis, Faculty Fellow, Office of Academic Affairs</p> <p>Anuradha Srivastava, Director, Public Health Program, Biological Sciences and Geology Department</p> <p>Telephone: 718-281-5146/718-718-631-6335 Fax: 718-281-5684/718-631-6678</p> <p>E-mail: <a href="mailto:asalis@qcc.cuny.edu">asalis@qcc.cuny.edu</a>/<a href="mailto:asrivastava@qcc.cuny.edu">asrivastava@qcc.cuny.edu</a></p>
<b>CEO (or designee) approval</b>  <i>Signature affirms the institution's commitment to support the program as revised.</i>	<p>Name and title: Diane B. Call, President of Queensborough Community College/City University of New York</p> <p>Signature and date:</p> <p style="background-color: black; color: white; padding: 2px;">If the program will be registered jointly<sup>2</sup> with another institution, provide the following information:</p> <p>Partner institution's name: YORK College, City University of New York</p> <p>Name and title of partner institution's CEO: Dr. Marcia V. Keizs, President of York College/City University of New York</p> <p>Signature of partner institution's CEO:</p>

- For **programs that are registered jointly** with another institution, all participating institutions must confirm their support of the changes.
- To change a registered professional licensure program or add a license qualification to an existing program, contact the [Office of the Professions](#) for guidance.
- To change a registered teacher certification or educational leadership certification program or add a certificate qualification to an existing program, use the education program change form.
- If the change involves **establishing an existing registered program at a new location**, complete a new registration application for the proposed program.

**Check all changes that apply and provide the requested information.**

**Changes in Program Content** (*Describe and explain all proposed changes; provide a side-by-side comparison of the existing and newly modified programs.*)

<sup>2</sup> If the partner institution is non-degree-granting, see CEO Memo 94-04 at [www.highered.nysed.gov/ocue/ceo94-04.htm](http://www.highered.nysed.gov/ocue/ceo94-04.htm).



- [ ] Cumulative change from the Department’s last approval of the registered program that impacts one-third or more of the minimum credits required for the award (e.g., 20 credits in an associate degree program)
- [ ] Changes in a program’s focus or design
- [ ] Adding or eliminating an option or concentration
- [ ] Eliminating a requirement for program completion
- [ ] Altering the liberal arts and science content in a way that changes the degree classification, as defined in Section 3.47(c)(1-4) of [Regents Rules](#)

**If new courses are being added as part of the noted change(s)**, provide a syllabus for each new course and list the name, qualifications, and relevant experience of faculty teaching the course(s). Syllabi should include a course description and identify course credit, objectives, topics, student outcomes, texts/resources, and the basis for determining grades.

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**Other Changes** (*describe and explain all proposed changes*)

- [ ] **Program title**
- [ ] **Program award**
- [ ] **Mode of Delivery** (**Note:** if the change involves adding a **distance education format** to a registered program, please complete the [distance education application](#).)
- [ ] **Discontinuing a program:** indicate the date by which the program will be discontinued.<sup>3</sup>
- [ ] **Format change** (e.g., from full-time to part-time, or to an abbreviated or accelerated semester)
  - a) Indicate proposed format:
  - b) Describe availability of courses and any change in faculty, resources, or support services:
  - c) Use the Sample Program Schedule to show the sequencing and scheduling of courses in the program.

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<sup>3</sup> If any students do not complete the program by the proposed termination date, the institution must request an extension of the registration period for the program or make other arrangements for those students.

## Establishing New Programs Based on Existing Registered Programs

### [X] **Creating a dual-degree program** from existing registered programs

a) Complete the following table to identify the existing programs:

	<b>Program Title</b>	<b>Degree Award</b>	<b>Program Code</b>
Program 1	<b>Public Health</b>	<b>A.S.</b>	38115
Program 2	<b>Public Health</b>	<b>B.S.</b>	37703

b) Proposed dual-degree program (title and award):<sup>4</sup> A.S./B.S. Public Health

Students seeking admission to the A.S./B.S. QCC/York Dual/Joint Degree program in Public Health must first satisfy the general requirements for entry to Queensborough: completion of either a high school diploma or a New York State Equivalency Diploma. Upon acceptance to Queensborough, students must take the CUNY Placement Exams, which measure proficiency in reading, writing, and mathematics. Students may apply to the A.S./B.S. Dual/Joint degree program after they have completed their first semester at Queensborough and earned a C or better in ENGL 101, MA 119 and BI 201 and a minimum GPA of 3.0. The criteria for retention and continuation for students enrolled in the program are to maintain a GPA of 3.0 in all required program courses (including program electives) and maintain a minimum GPA of 3.0 for the first 60 credits of the program. At Queensborough, students will also complete two writing intensive (WI) courses during their first 60 credits. The retention and completion criteria for the program are to maintain a minimum GPA of 3.0 in required program courses (including program electives) and a minimum cumulative GPA of 3.0.

<sup>4</sup> Only candidates with the capacity to complete the requirements of both degrees shall be admitted to a dual-degree program.

## c) Courses that will be counted toward both awards:

<b>Queensborough Community College Courses</b>	
<b>Course &amp; Title</b>	<b>Credits</b>
Required Core 1A ENGL 101 English Composition I	3
ENGL 102 English Composition II	3
Required Core 1B MA 119 College Algebra*	3
Required Core 1C BI 201 General Biology I*	4
Flexible Core 2A (Recommended ANTH 160 Anthropology of Health and Healing)	3
Flexible Core 2B (Recommended SP 211 Speech Communications)	3
Flexible Core 2C Creative Expression (Select one from 2C)	3
Flexible Core 2D (Recommended SOCY 101)	3
Flexible Core 2E BI-520 Introduction to Public Health*	4
Select one from 2A – 2E (Recommended PSYCH 101)	3
HE 103 Fundamentals of Human Nutrition	3
HE 114 Principles and Practices of Public Health	3
BI 503 General Epidemiology	3
IS 151 The Health of the Nations	2
MA 336 Statistics	3
BI 521 Public Health Biology	3
HE 202 Social and Behavioral Determinants of Health	3
BI 522 Applied Biostatistics	3

[ ] **Creating a new program from a concentration/track in an existing program.**

If the new program is based **entirely** on existing courses in a registered program, provide the current program name, program code, and the following information:

**Note:** this abbreviated option applies only if a master plan amendment is NOT required **and** there are no new courses or changes to program admissions and evaluation elements. If these conditions are not met, submit a new registration application for the proposed program.

- a) Brief description of the proposed program and rationale for converting the existing coursework to a separately registered program:
- b) Expected impact on existing program:
- c) Adjustments the institution will make to its current resource allocations to support the program:
- d) Statement confirming that the admission standards and process and evaluation methods are the same as those in the existing registered program:
- e) Information from the Application for Registration of a New Program form: cover page (page 1), Sample Program Schedule form, and faculty information charts (full-time faculty, part-time faculty, and faculty to be hired)

**Note:** if the change involves **establishing an existing registered program at a new location**, complete a new registration application for the proposed program.

September 2009