

QUEENSBOROUGH COMMUNITY COLLEGE

THE CITY UNIVERSITY OF NEW YORK

Committee on Course & Standing

Minutes for the meeting held March 22nd, 2013

The Committee on Course and Standing met on March 22nd, 2013 at 9:30 a.m. in Registrar's Conference Room A 104.

Those in attendance were as follows:

Ms. Gina Capozzoli Chair - Counseling Centre

Dr. Rose-Marie Aikas - Social Science, Dr. Steven Dahlke - Music, Prof. Emily Gordon - Basic Skills, Prof. Christina Manzo – Business Department, Dr. Todd Holden - Physics Department, Dr. James Timbilla – Biology Department, and Dr. Laura Sabani, Foreign Language.

Excused:

Prof. Georgina Colalillo, Nursing Department,

Administration Representatives:

Ms. Florence Farrat, Associate Registrar
Meera Chowdhry, Committee Secretary

Discussion:

The Committee met to review the student appeals for Retroactive Withdrawals.

All Medical Withdrawals are being processed by the Health Services, where students were appealing the whole semester on the basis of medical incapacitation. However, in case where students were appealing only one or two courses, they are being treated as retroactive/late withdrawal. Considering in some cases, students are accommodated by the professor's to complete the course-work or just get assigned 'INC' grades to finish the course later.

There have also been instances, where students are not able to attend just one course because of prolonged hours. Therefore, each appeal is unique and has to be reviewed accordingly. Even though there are parameters to review medical/retroactive/late withdrawal appeals, the appeals could not be categorized strictly.

Recently, the question surfaced about the basis of medical withdrawal. Ms. Capozzoli, Chair of the Committee on Course & Standing apprised the other members that after discussion with Ms. Hocevar, Director Health Services, and the Committee would continue to review medical withdrawal, where the complete semester is not appealed.

Withdrawal Type	Total Appeals	Approved	Denied	Conditional Approval	No Jurisdiction
Retro/w	35	7	26		2

The Committee would meet on April 26th, 2013 to review the appeals for late/retroactive withdrawal.