

QUEENSBOROUGH COMMUNITY COLLEGE
The City University of New York

Committee on Committees of the Academic Senate

MEMORANDUM

To: Dr. Barbara Blake-Campbell
Steering Committee of the Academic Senate

From: Dr. Jannette Urciuoli, Chairperson
The Committee on Committees

Date: June 2, 2009

Subject: Committee on Committees Annual Report, 2008 – 2009

Committee Members for 2008 – 2009 were:

Name	Department	Expiration of Term
Jannette A. Urciuoli	Student Affairs	May, 2009
Carol Soto	Nursing	May, 2009
Jan Ramjerdi	English	May, 2009
Craig Weber	MT	May, 2010
Richard Yuster	ECTC	May, 2010
Sheila Beck	Library	May, 2010
Regina Rochford	Basic Skills	May, 2011
Phyllis Pace	Business	May, 2011
Eugene Harris	Biology & Geology	May, 2011

- I. Organization Meeting – Election of Officers of the Committee on Committees was held in May 2008, Jannette Urciuoli (Counseling) and Carol Soto (Nursing) were elected Chairperson and Secretary, respectfully, for 2008 – 2009. Sheila Beck (Library) was appointed to fill Jay Appleman’s seat, with an expiration date of May 2010; and newly elected members were introduced: Eugene Harris, Regina Rochford, and Phyllis Pace.

- II. Vacancies filled in Academic Senate and on Standing Committees during 2008 – 2009. The Committee on Committees communicated via e-mail and voted electronically to fill vacancies on the Academic Senate and Standing Committees.
- a. Replacements for the Faculty Members-at-Large of the Academic Senate:
 - i. Roland Scal, of the Biology & Geological Department, next in order of votes cast (actually, Alicia Sinclair was next in order but declined due to course scheduling conflict), was appointed an At-Large Member of the Senate, replacing Sam Cohen for the balance of the term expiring in April 2010. Professor Cohen is no longer eligible to be a Senator due to his professional change in status with the college.
 - ii. Richard Yuster, of the ECET, next in order of votes cast, was appointed an At-Large Member of the Senate, replacing Kip Montgomery for the balance of the term expiring in April 2011. Dr. Montgomery continues to serve in the Senate by virtue of his election as Chairperson of the Music Department.
 - iii. Edward Volchok, of the Business Department, next in order of votes cast, was appointed to replace Julian Stark's Senate seat, with an expiration date of April 2009. Dr. Stark requested a leave from the Senate for Spring 2009.
 - b. Replacement for CLT Representative of the Academic Senate:
 - i. Charles Pranci was elected to replace Amy Ching's Senate seat, (expiring in April 2009) due to being on TRAVIA leave.
 - c. Replacements on Standing Committees of the Academic Senate:
 - i. Jung Cho of the Library was appointed to the Admissions Committee to replace Sharon Lall-Ramnarine, who resigned from this committee due to taking maternity leave for the Spring 2009 semester.
 - ii. Alexandra Tarasko of Nursing was appointed to the Curriculum Committee to replace Julia Carroll, who requested to withdraw from her service on the committee due to a scheduling conflict.
 - iii. Todd Holden of Physics was appointed to the Course and Standing Committee to replace Paul Marchese, who was promoted to an administrative position.
 - iv. Lawrence Bentley of Nursing was appointed to the WID/WAC committee to replace Margot Small, who had resigned her services with the college.
 - 1. Replacements for Steering Committee Designees due to changes in committee memberships:
 - a. Pelligrino Manfra of the Social Sciences Department was appointed as the new Steering

Committee Designee for the Admissions Committee.

- b. Christina Manzo of Business was appointed as the new Steering Committee Designee for the Awards and Scholarship Committee.
- c. John Gordon of Math and Computer Science was appointed as the new Steering Committee Designee for the Course and Standing Committee.
- d. Nidhi Gadura of Biology and Geology was appointed as the new Steering Committee Designee for the WID/WAC committee.

III. Academic Senate Elections-

- a. Throughout the Fall of 2008 into the early part of the Spring 2009 semester, this committee worked closely with Raj Vaswani, Information Systems Specialist, to create an interactive electronic system for the background work involved in processing the Application for Nomination to the Standing Committees (ANSC). The rationale for creating an electronic system was to work more efficiently as a committee; thereby eliminating the following tasks: ordering interoffice envelopes, providing enough copies of the ANSC for all faculty and HEOs, stuffing envelopes with the ANSC, and labeling the inter-office envelopes for distribution. Once faculty and HEOs filled out the ANSC, the committee also eliminated the following other tedious tasks: unfolding the applications, in-putting faculty names, rank, and preferences onto an excel sheet, maneuvering names onto committees on a white board, and keeping track of diversifying each committee. The electronic system made the receipt of the ANSC seamless; that is, the responses on the ANSC were programmed to be set up into this interactive electronic system. Once in the electronic system, the members on the Committee on Committees were able to place faculty and HEOs onto committees much more efficiently. Therefore, in making this system electronic, we saved many hours of laborious work, as well as paper. This supports the college's sustainability efforts.
 - i. Early in the Spring 2009 semester, the Committee on Committees sent out an e-mail informing faculty and HEOs of this new electronic method in filling out and submitting the ANSC. A total of 108 ANSC were received electronically (five additional ANSC were received in hard copy format) to fill 81 committee positions and 17 Steering Committee Designee positions. The Committee on Committees recommended a full slate of candidates to the Academic Senate; four additional candidates were nominated by petition. At the April 2009 Senate meeting, the Committee on Committees' slate was approved by the Academic Senate.

The list of standing committees for the 2009 -2010 academic year is attached to this report, as well as the list of Steering Committee Designees.

IV. Academic Senate Election-

- a. In accordance with the Bylaws of the Academic Senate, the Committee on Committees conducted four elections to fill the different representation on the Academic Senate: 13 positions for Faculty Member-At Large, 2 HEO positions, 1 CLT position, and 1 Adjunct position. All of these elections were conducted electronically.

The results of these elections are attached to this report.

V. Recommendations-

- i. There are four recommendations for consideration:
 1. There have been suggestions made by adjuncts to have an available biography for those running for the Senate. The Committee on Committees should consider this as an option for future elections, especially for the adjunct elections, where there are an abundance of adjuncts and not much is known about them.
 2. The Committee on Committees should consider putting a question on the Application for Nomination of Standing Committees that allows faculty who are coming up for tenure or promotion to check off a box. That will provide more information to the COC when selecting faculty for committees.
 3. When conducting the electronic votes, the ballot should have an abstention vote for those whom prefer to abstain from certain elections. This issue was raised during the adjunct election.
 4. The adjunct election process encountered some problems that we hope CUNY First will rectify. The most important one being how to best reach out to adjuncts – the COC needs to have access to an up to date list of e-mail addresses that adjuncts use. Using their QCC e-mail address has proven to be ineffective – especially since there is no list of accurate e-mail addresses for these adjuncts. This issue needs to be addressed with the office of Faculty and Staff or Adjunct Services.

VI. Outgoing Members-

The chair wishes to thank Professor Carol Soto and Professor Jan Ramjerdi for their dedicated service to the Committee. Their terms, as well as that of the chairperson, expired with the election of three new members of the Committee on Committees in May.

Respectfully submitted,
Jannette Urciuoli, Chairperson

Appendix A: Committee on Committees, 2008- 2009 Academic Year

Academic Development/Elective Academic Programs (5 Members)

Golebiewska, Urszula Assistant Professor Biological Sciences
Rosa, Mary Ann Assistant Professor Nursing
Sehman, Melaine Assistant Professor Music
White, Eileen Assistant Professor Speech Communication
Zahavy, Reuvain Lecturer Mathematics And Computer Science

Admissions (5 Members)

Clingan, Edmund Assistant Professor History
Colalillo, Georgina Associate Professor Nursing
McKay, Devin Associate Professor Library
Salvitti-McGill, Georgia Associate Professor Speech Communication
Yao, Haishen Assistant Professor Mathematics And Computer Science

Awards and Scholarships (3 Members)

Jackson, Ernest Lecturer Music
Lall-Ramnarine, Sharon Assistant Professor Chemistry
Muchita, George HEO Student Affairs-Introduction To College Life

Bylaws (5 Members)

Dowlah, Caf Associate Professor Social Sciences
Goldenberg, Joseph Associate Professor Mechanical Engineering Technology And Design
Draft
Molloy, Janice Assistant Professor Nursing
Mooney, Christine Assistant Professor Business
Sarno, David Assistant Professor Chemistry

Ceremonial Occasions (3 Members)

Goldhammer, Eva Lecturer Social Sciences
Kasomenakis, Vicki Assistant Professor Business
Sabani, Laura Associate Professor Foreign Languages And Literatures

Computer Resources (7 Members)

Buoncora, John Instructor Electrical And Computer Engineering Technology
Kolios, Anthony Associate Professor Business
Pantaleo, Jo HEA Basic Educational Skills
Ren, Tian Assistant Professor Mathematics And Computer Science
Rofosky Marcus , Sara Unknown Library
Tawde, Mangala Assistant Professor Biological Sciences
Traver, Amy Assistant Professor Social Sciences

Continuing Education (3 Members)

Burke, Patricia Assistant Professor Nursing
Hanssen, Edward Assistant Professor Business
Lin, Maan Assistant Professor Foreign Languages And Literatures

Course and Standing (9 Members)

Birchfield, Belle Associate Professor Electrical And Computer Engineering Technology
Burdi, Glenn Assistant Professor Business

Holden, Todd Assistant Professor Physics
Jacobowitz, Susan Assistant Professor English
Mader, Bryn Assistant Professor Biological Sciences
Magaldi, Maryann Associate Professor Nursing
Mertz, Lisa Assistant Professor Health Education
Urciuoli, Jannette Assistant Professor Student Affairs-Introduction To College Life
Warsi, Jilani Assistant Professor Basic Educational Skills

Curriculum (7 Members)

Chauhan, Moni Associate Professor Chemistry
Deutsch, Marjorie Associate Professor Business
Klarberg, David P. Professor Biological Sciences
Pecorino, Philip A. Professor Social Sciences
Tai, Emily S. Associate Professor History
Weber, Craig R. Associate Professor Mechanical Engineering Technology And Design
Draft
Yuster, Richard Professor Electrical And Computer Engineering Technology

Distance Education (5 Members)

Bayer, Tina Assistant Professor Nursing
Cotty, Francis Associate Professor Biological Sciences
Ellis, Lorena Professor Foreign Languages And Literatures
Jia, Peijun Assistant Professor Library
Volchok, Edward Assistant Professor Business

Environment, Quality of Life and Disability Issues (5 Members)

Mauro, Hayes Unknown Art and Design
Pincus, Dion HEO Campus Writing Center
Sinclair, Alicia Assistant Professor Health Education
Soto, Carol Associate Professor Nursing
Spradley, Patricia Assistant Professor Social Sciences

Gallery and Performing Arts (5 Members)

Cesarano, Michael Assistant Professor Speech Communication
Golden, Kenneth Sean Associate Professor Art and Design
Osorio, Jose Assistant Professor Foreign Languages And Literatures
Perel, Zivah Assistant Professor English
Poulsen, Jane Associate Professor Social Sciences

Library (3 Members)

Cowen, Virginia Assistant Professor Health Education
Freedgood, Larua Assistant Professor Basic Educational Skills
Yonker, Liisa Assistant Professor Speech Communication

Publications (3 Members)

Jordan, Francis Assistant Professor Mathematics And Computer Science
Madrigal, José Luis Associate Professor Foreign Languages And Literatures
Van Eells, Mark Associate Professor History

Student Activities (3 Members)

Jacobs, Martin Associate Professor Student Affairs-Introduction To College Life
Jue, Chong K. Assistant Professor Biological Sciences
Polizzotto, Regina Assistant Professor Nursing

Vendor Services (5 Members)

Gayle, Marvin Assistant Professor Electrical And Computer Engineering Technology
Karimi, Sasan Professor Chemistry
Kim, Young K. Associate Professor Health Education
Moh, Nam Jong Associate Professor Mathematics And Computer Science
Ye, Weier Instructor Basic Educational Skills

Writing in the Disciplines/Writing Across the Curriculum (5 Members)

Bentley, Lawrence Assistant Professor Nursing
Elias, Megan Joanna Assistant Professor History
Ford, Wendy Assistant Professor Business
Jankowski, Jeffery Associate Professor Social Sciences
Wentrack, Kathleen Assistant Professor Art and Design

Appendix B: Committees of the Academic Senate 2009-2010

Academic Development/Elective Academic Programs (5 Members)

Golebiewska, Urszula Assistant Professor Biological Sciences
Rosa, Mary Ann Assistant Professor Nursing
Sehman, Melaine Assistant Professor Music
White, Eileen Assistant Professor Speech Communication
Zahavy, Reuvain Lecturer Mathematics And Computer Science

Admissions (5 Members)

Clingan, Edmund Assistant Professor History
Colalillo, Georgina Associate Professor Nursing
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Goldhammer, Eva Lecturer Social Sciences
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Sabani, Laura Associate Professor Foreign Languages And Literatures

Computer Resources (7 Members)

Buoncora, John Instructor Electrical And Computer Engineering Technology
Kolios, Anthony Associate Professor Business
Pantaleo, Jo HEA Basic Educational Skills
Ren, Tian Assistant Professor Mathematics And Computer Science
Rofosky Marcus, Sara Assistant Professor Library
Tawde, Mangala Assistant Professor Biological Sciences
Traver, Amy Assistant Professor Social Sciences

Continuing Education (3 Members)

Burke, Patricia Assistant Professor Nursing
Hanssen, Edward Assistant Professor Business
Lin, Maan Assistant Professor Foreign Languages And Literatures

Course and Standing (9 Members)

Birchfield, Belle Associate Professor Electrical And Computer Engineering Technology
Burdi, Glenn Assistant Professor Business
Holden, Todd Assistant Professor Physics
Mader, Bryn Assistant Professor Biological Sciences
Magaldi, Maryann Associate Professor Nursing
Mertz, Lisa Assistant Professor Health Education
Raya, Eladia Lecturer Foreign Languages And Literatures
Urciuoli, Jannette Assistant Professor Student Affairs-Introduction To College Life
Warsi, Jilani Assistant Professor Basic Educational Skills

Curriculum (7 Members)

Chauhan, Moni Associate Professor Chemistry
Deutsch, Marjorie Associate Professor Business
Klarberg, David P. Professor Biological Sciences
Pecorino, Philip A. Professor Social Sciences
Weber, Dolores Associate Professor Nursing
Weber, Craig R. Associate Professor Mechanical Engineering Technology And Design
Draft
Yuster, Richard Professor Electrical And Computer Engineering Technology

Distance Education (5 Members)

Bayer, Tina Assistant Professor Nursing
Cotty, Francis Associate Professor Biological Sciences
Ellis, Lorena Professor Foreign Languages And Literatures
Jia, Peijun Assistant Professor Library
Volchok, Edward Assistant Professor Business

Environment, Quality of Life and Disability Issues (5 Members)

Mauro, Hayes Assistant Professor Art and Design
Pincus, Dion HEO Campus Writing Center
Sinclair, Alicia Assistant Professor Health Education
Soto, Carol Associate Professor Nursing
Spradley, Patricia Assistant Professor Social Sciences

Gallery and Performing Arts (5 Members)

Cesarano, Michael Assistant Professor Speech Communication
Golden, Kenneth Sean Associate Professor Art and Design

Osorio, Jose Assistant Professor Foreign Languages And Literatures
Perel, Zivah Assistant Professor English
Poulsen, Jane Assistant Professor Social Sciences

Library (3 Members)

Cowen, Virginia Assistant Professor Health Education
Freedgood, Larua Assistant Professor Basic Educational Skills
Yonker, Liisa Assistant Professor Speech Communication

Publications (3 Members)

Jordan, Francis Assistant Professor Mathematics And Computer Science
Madrigal, José Luis Associate Professor Foreign Languages And Literatures
Van Ells, Mark Associate Professor History

Student Activities (3 Members)

Jacobs, Martin Associate Professor Student Affairs-Introduction To College Life
Jue, Chong K. Assistant Professor Biological Sciences
Polizzotto, Regina Assistant Professor Nursing

Vendor Services (5 Members)

Gayle, Marvin Assistant Professor Electrical And Computer Engineering Technology
Karimi, Sasan Professor Chemistry
Kim, Young K. Associate Professor Health Education
Moh, Nam Jong Associate Professor Mathematics And Computer Science
Ye, Weier Instructor Basic Educational Skills

Writing in the Disciplines/Writing Across the Curriculum (5 Members)

Name Rank Department

Bentley, Lawrence Assistant Professor Nursing
Elias, Megan Joanna Assistant Professor History
Ford, Wendy Assistant Professor Business
Jankowski, Jeffery Assistant Professor Social Sciences
Wentrack, Kathleen Assistant Professor Art and Design

Appendix C: Steering Committee Designee Recommendations for 2009-2010

Committee	CoC Recommendation ¹		
1. Academic Development	Rosen, Ted	Assistant Prof	Business
2. Admissions	Ford, Kelly	Assistant Prof	Business
3. Awards and Scholarships	Donahue, Nadine	Assistant Prof	Nursing
4. Bylaws	Cornick, Jonathan	Assistant Prof	Math & Computer Science
5. Ceremonial Occasions	Iakovou, Galatia	Assistant Prof	Nursing
7. Computer Resources	Chang, Chiung-Wen	Assistant Prof	Music
8. Continuing Education	Bonous-Smit, Barbara	Assistant Prof	Library
9. Course and Standing	Tirandai Hemraj-Benny	Assistant Prof	Chemistry
11. Curriculum	John Gordon	Assistant Prof	Math & Computer Science
12. Distance Education	Mangra, Danny	Assistant Prof	Electronic Technology
13. Environment	Suzuki-Abreau, Cristina	Assistant Prof	Math & CS
14. Gallery and Performing Arts	Bojin, Mihaela Diana	Assistant Prof	Chemistry
15. Library	Rechtman, Amalia	Assistant Prof	Foreign Language
16. Publications	Nagel, Paul	Assistant Prof	Business
17. Student Activities	Stroehlein, Margaret	Assistant Prof	Nursing
18. Vendor Services	Poulakidas, Angela	Instructor	Business
19. WID/WAC	Stark, Julian	Assistant Prof	Biology

Appendix D: Academic Senate Faculty Members -at-Large Spring, 2009 Election Results

Elections were held to fill thirteen (13) Faculty Members At-Large seats. Nominating petitions were submitted, in a timely fashion, by twenty four (24) eligible members of the Faculty. They are listed below in the order of votes received in the election.

Eligible to Vote = 294

Valid Ballots = 167

Name	Department	Votes	Status
Phillip Pecorino	Social Sciences	105	Elected
Michael Cesarano	Speech and Theater Arts	96	Elected
Linda Stanley	English	90	Elected
Paul Weiss	Health, Phy.Ed. &Dance	84	Elected
Ann-Marie Bourbon	Foreign Languages	81	Elected
Margaret Reilly	Nursing	74	Elected
Edward Volchok	Business	68	Elected
Patrick Wallach	Math & CS	63	Elected
Julian Stark *	Biological Sciences & Geo.	62	Alternate
Barbara Blake-Campbell	Nursing	59	Elected

Jane Poulsen	Social Sciences	49	Elected
Jenny (Maan) Lin	Foreign Languages	48	Elected
Roland Seal **	Biological Sciences & Geo.	46	Ineligible
Joanne Chiung Chang	Music	45	Elected
Brenda Hersh	Business	44	Elected
Sara Rofofsky Marcus	Library	44	Alternate
Indra Avens	Foreign Languages	39	Alternate
Nadine Donahue	Nursing	38	Alternate
Regina Polizzotto	Nursing	35	Alternate
Hamid Namdar	ECET	32	Alternate
Melanie Sehman	Music	30	Alternate
Galatia Iakovou	Nursing	28	Alternate
Amalia Rechtman	Foreign Languages	23	Alternate
Joseph Goldenberg	Mechanical Engineering DD	22	Alternate

* May only be appointed to fill a seat vacated by a member of the same department. (Article I, Section 2 of the Bylaws of the Academic Senate states “No more than five (5) faculty members totally shall be permitted to be from any one department.”)

** Already serving, and thus ineligible to run. Current term expires April 2010.

Respectfully Submitted,

Dr. Jannette Urciuoli, Chairperson of the Committee on Committees

Appendix E: HEO, CLT, & Adjunct Representative to the Academic Senate Spring, 2009 Election Results

Three elections were held to fill two HEO seats, one CLT seat, and one adjunct seat. Nominating petitions were submitted, in a timely fashion, by four (4) HEOs, one (1) CLT, and two (2) adjuncts. They are listed below in the order of votes received in the election.

HEO Election

Name	Votes	Status
Josephine Pantaleo	30	Elected
Ann Tullio	28	Elected
George Muchita	25	Alternate
Dion Pincus	23	Alternate
Eligible to Vote = 102		Valid Ballots = 58

CLT Election

Name	Votes	Status
Charles Pranci	15	Elected
Eligible to Vote = 31		Valid Ballots = 15

Adjunct Election

Name	Votes	Status
Arlene Kemmerer	47	Elected
Georganne Albanese	30	Alternate
Eligible to Vote = 645		Valid Ballots = 77