

QUEENSBOROUGH COMMUNITY COLLEGE
The City University of New York

Minutes of the meeting of the Senate Committee on Academic Development/Elective Academic Programs held on Wednesday, March 29th, 2017 at 11:00 am in L-314.

Present: Tirandai Hemraj-Benny (Chairperson); Neera Mohess (Faculty); Yusuf Gurtas (Faculty) Emily Berry (Faculty); Jodi Van Der Horn-Gibson (Faculty); Anuradha Srivastava (Faculty); Kathleen Landy (CETL); Christine Jurado (Student Representative)

Excused: Mirna Lekic (Secretary); Vazgen Shekoyan (Faculty); Nicole Lopez-Jantzen (Faculty);

1. Minutes for 2/6/17 meeting were approved.

2. Christine Jurado, one of the assigned student representatives of the Academic Development Committee (ADC) attended the meeting for the first time. Dean Landy and Dr. Hemraj-Benny informed her of the charge of the ADC.

3. Spring Workshop Series

Dr. Hemraj-Benny updated the members of the committee on the outcomes of the proposed Academic Development Committee sponsored workshops. It was pointed out by Dr. Hemraj-Benny that our committee was charged with both student academic development and faculty academic development.

A) Student Development

- 1) How to Succeed in your General Chemistry Class (CH 151 & CH 127). Rawlric Sumner, Nicholas Carrero, Tirandai Hemraj-Benny and Paul Sideris. Friday, Feb 10, 2017, 3:00 pm to 3:30 pm, S-412. OUTCOME: 19 attendees; Student Club Science Research Alliance co-sponsored the event.
- 2) A Workshop on Paid Summer Internship Opportunities. Sharon Lall-Ramnarine and Rawlric Sumner. Friday, Feb 10, 2017, 3:30 pm to 4:30 pm, S-412. OUTCOME: 19 attendees; Student Club Science Research Alliance co-sponsored the event.
- 3) General Chemistry Workshop Series. Tirandai Hemraj-Benny. Fridays, Feb 3 to April 28, 2:00 pm to 3:00 pm, S-416. OUTCOME: ~12 students attend each Friday from several sections of CH 151; Student Club Science Research Alliance co-sponsors the events.

B) Faculty Development

- 1) Structuring Feedback to Improve Student Writing. Kathleen Landy. Wednesday, February 15, 2017, 12:10 to 2:00 pm, L-314. OUTCOME: Cancelled due to one RSVP.
- 2) Structuring Feedback to Improve Student Writing. Kathleen Landy. Friday, February 17, 2017, 12:10 to 2:00 pm, L-314. OUTCOME: Cancelled due to no RSVP.
- 3) Detecting and Avoiding Plagiarism. Sheila Beck and Denis Bejar. Wednesday, February 22, 2017, 12:10 to 1:30 pm, L-314. OUTCOME: 8 attendees.
- 4) Detecting and Avoiding Plagiarism. Sheila Beck and Denis Bejar. Friday, February 24, 2017, 12:10 to 1:30 pm, L-314. OUTCOME: 7 attendees.
- 5) Developing Your Conference Presentation Skills. Jodi Van Der Horn-Gibson, Gail Lewis, Elaine Thompson, Ashlie Klepper. Wednesday, March 15, 2017, 12:10 to 2:00 pm. L-314. OUTCOME: Cancelled due to snow storm.

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4. Student Evaluation of Faculty Form

Dr. Hemraj-Benny informed the committee members that Dr. Peter Bales of the Academic Senate Steering Committee has agreed to send the survey assessing faculty satisfaction of the current student evaluation form of faculty to all faculty members of QCC. The attended ADC members further edited the survey which was drafted by Dr. Hemraj-Benny.

5. Updating Documents

The Bylaws Charge of the ADC were discussed. Dr. Hemraj-Benny asked the members of the committee to review the current charge and send their comments to her before the next meeting.

6. ADC meeting time

Dr. Hemraj-Benny reminded the members of assigning a fixed meeting time in the future, most likely to be on Mondays at 12 pm.

Next meeting will be on Monday, May 15th, 2017 at 12 noon in LB 26.

The meeting was adjourned at 12:00 noon.

Submitted by Tirandai Hemraj-Benny