

Queensborough Community College/CUNY
Committee on Continuing Education
Minutes

Date: Wednesday, May 2, 2012
Time: 1pm
Location: Humanities Building, Room 206

In attendance: Susana Alaiz-Losada, Jeffery Jankowski, Barbara Rome, Denise Ward

- The meeting was called to order by the chair of the committee, Susana Alaiz-Losada, at 1pm.
- The minutes of the previous meeting were approved.
- Denise Ward, Dean of Continuing Education and Workforce Development, met with the committee providing an update on programs. Dean Ward explained how the current academic year was marked by several initiatives that were quite successful.
 - Tax preparer's conference
 - Real estate certification program
 - Para-legal certification
 - Medical office assistant program
 - Home Inspection Certification (The program had limited success, due in large part, to the continued weakness in housing sales.)
- Next, Dean Ward provided an update of the successful CUNY Start program that Continuing Education coordinates. At the beginning of the Fall semester, 52 students were enrolled in the program. At the close of the semester, 47 students were still enrolled for a retention rate of 90%. Moreover, 70% of students began the program needing triple remediation whereas only 30% left the program with any further need of remediation.
- An update was then provided of tuition-based programs by Dean Ward. Among the upcoming ventures, the new Teens College was noted. Bringing together many different teachers and professionals, the program will hone the academic, personal, and professional goals of high school students. Among the course offerings in the Teens College, the following were mentioned: Tech and Media Workshop, "I Was Born This Way" (sociological perspectives regarding topics concerning media), and Creative Writing.
- Among the grant-funded activities, an update was provided. Among the initiatives, the following were mentioned:
 - The Medical Office Professionals project funded by a Perkins grant along with the NYSED. Students involved in this initiative are prepared to work in maintaining medical records using state-of-the-art technology and software.
 - 21st Century Community Learning Center (21st CCLC) funded through the NYSED. The 21st CCLC provides programs to local, in need, high school

students. Social enrichment programs, college prep courses, and financial management programs are funded through this initiative.

- The CUNY Career Path initiative funded through the Department of Labor. This program offers training in Health Care and Medical Office Administration. Career development and job development is also offered.
 - An upcoming project was also announced funded by a Perkins grant and the NYSED. The project will provide training in the following areas: accounting, book-keeping, paralegal work, EKG testing, phlebotomy, and home/health aide.
 - A further initiative was discussed which will be a collaborative project with Van Buren High School offering students training in EMT and CPR.
- The meeting was adjourned at 2pm.