

QUEENSBOROUGH COMMUNITY COLLEGE

THE CITY UNIVERSITY OF NEW YORK

Committee on Course & Standing

Minutes for the meeting held on April 27th 2012

The Committee on Course and Standing met on April 27th 2012 at 10:30 a.m. in President's Conference Room A 502D.

Those in attendance were as follows:

Ms. Gina Capozzoli - Counseling Centre, Chair.

Prof. John Buoncora - ECET, Dr. Steven Dahlke - Music, Prof. Christina Manzo, -Business, Dr. John Gordon - Math & Computer Science, Dr. Lisa Mertz - Health Science, Prof. Emily Gordon - Basic Skills and Dr. James Timbilla - Biology Department.

Excused:

Prof. Barbara Saur, Nursing Department

Administration Representatives:

Ms. Florence Farrat, Associate Registrar.

Ms. Meera Chowdhry, Committee Secretary

Discussion:

The election of Prof. Emily Gordon to the Committee on Course & Standing was approved by the Committee on Committees since Prof. Valerie Small had to step down due to her commitment to teaching assignments on Fridays. Prof. Emily Gordon from Basic Skills Department is now a voting member to the Committee.

Invitation of the new members to the Committee for the next academic year was discussed. During the May 11th meeting the new members would be invited so that they could vote and elect the new chairperson to the Committee for the academic year 2012 – 2013, as well as learn how the committee operates.

The Chairperson of the Committee on Course & Standing, Ms. Gina Capozzoli requested the Committee Members to keep themselves available to attend the dismissal meeting during the months of either June or July. The date would be decided based upon the success of reports-run in CUNYFirst.

The Committee met to review the retroactive/Late withdrawal for the students.

Keeping in view the cost of the courses and time spent by the student during the semester, students tend to wait to withdraw until the end of the withdrawal deadline to see if they would successfully pass the course. In doing so, it is sometimes difficult to obtain professors' signatures. Therefore, the Committee has in the past practice allowed a grace period to the students to withdraw. The Committee members were split over the mercy date; however, the Chairperson with members consents, allowed the 23rd April, 2012 to be the forgiveness date. All students who submitted their appeals on or before the 23rd were automatically granted a late withdrawal.

The following appeals were reviewed:

Withdrawal Type	Total Appeals	Approved	Denied	Conditional Approval	No Jurisdiction
Retro/w	41	20	18	2	1
Late/W	57	52	5	0	0
Medical/w	15	15	0	0	0

The Committee is scheduled to meet again on May 11th, 2012 at 10:30 a.m. to review the Retroactive/Late withdrawal appeals.