

Queensborough Community College  
The City University of New York

**MINUTES**  
**of the September 10, 2013**  
**Academic Senate**

President Diane Call called the first regularly scheduled meeting of the Academic Senate to order at 3:15 p.m.

**I. Attendance:**

The complete Senate roster is available at  
<http://www.qcc.cuny.edu/governance/academicSenate/roster.html>

Absentees:

		Jones, Stephen
Andrea Salis	Julia Carroll	Yangki, Ngawang
Aithne Bialo-Padin	Dion Pincus	Dong, Chaojun
Cheryl Spencer	Paul Weiss	Facey, Latiffa
Paul Marchese		Benjamin, Linsy
		Kauffman, Jolie
		SG, President_Pro_Tempore

**II. Consideration of minutes of the May 14, 2013:**

- A motion was made, seconded, and unanimously adopted to approve the May 14, 2013 minutes as presented (see Attachment A of the September 10, 2013 Agenda).

**III. Communications from President Call:** President Call referred to her written report (Attachment B of the September 10, 2013 Agenda)

- President Call began her report with an announcement that QCC has been invited to collaborate in the creation of a new high school in Queens. The school's emphasis will be on technology and computer software/applications, and the unique feature of a partnership with SAP which will support the curriculum through mentorships and opportunities for experiential learning. Faculty in our Engineering Technology and Business Departments will have an opportunity to participate in curriculum and staff development for the new high school, expected to be opened next fall.
- President Call then described QCC's proposal for the CUNY 2020 Challenge Grant Program. The State of New York has earmarked \$55 million for CUNY to develop collaborative programs linking economic/job development, workforce training and academic work. President Call invited Dean Denise Ward to describe one of the two QCC proposals. Dean Ward described how the departments of Nursing, Biology, Health Sciences and Business had developed a proposal that would result in the preparation of students for a variety of employment in the various aspects of the Health Care industry in Queens. As part of this, the proposal had to include a facility that would serve people in the community who are part of MWBE. This facility would possibly be in the Corona/Jackson Heights area, and would include space for classes from Medical Arts to language instruction. Professor Stu Asser, describing another proposal included in the QCC application, discussed advances in industrial design and engineering especially with respect to

- 46 innovative new 3D printing processes in manufacturing and the need for training in those  
47 emergent technologies.  
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- 49 • President Call in her written report provided an update on enrollment. 16,000 students have  
50 enrolled this semester, including almost 3500 new freshmen and over 900 new transfer students.  
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  - 52 • President Call invited the Senate to welcome 28 new colleagues, more than half from the  
53 Departments of English and Mathematics/Computer Science. Currently there are 426 full time  
54 faculty lines: 366 classroom faculty, as well as librarians, counselors and CLTs.  
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  - 56 • President Call acknowledged the service of faculty who retired since last year: Helene  
57 Dunkelblau, Nancy Laurel Petterson, Manette Berlinger, Stan Garfunkel, Shailaja Nagarkatte,  
58 Alex Flamholtz, Dave McCauley, Dee Springer, and Wolston Brown.  
59
  - 60 • Providing an update about the Academies, President Call said the results of the last four years of  
61 formal assessment has yielded data on student retention and led to the decision to scale up the  
62 Queensborough Academies beginning this semester to serve all full time degree students, from  
63 admission to graduation. In addition to adjusting the scope of five academies, academic  
64 advisement has been re-structured using a caseload approach. Changes to the academies will be  
65 measured by a revised assessment protocol. The President noted there will be continued support  
66 for faculty development, pedagogical research, and presentations by faculty on their research  
67 outcomes, and she encouraged adjunct faculty colleagues to participate.  
68
  - 69 • President Call reported on the new website for academic programs/careers/  
70 advisement/articulation [www.qcc.cuny.edu/academics](http://www.qcc.cuny.edu/academics), led by Dean Arthur Corradetti, with Brian  
71 Kerr, Raj Vaswani, Dave Moretti and Jason Ano.  
72
  - 73 • President Call described the latest version of the Early Alert system, Starfish, designed and  
74 implemented by Emil Parrinello, Raj Vaswani and Ed Molina, led by Vice President Sherri  
75 Newcomb.  
76
  - 77 • President Call explained changes in the QCC organizational structure, including the departure of  
78 Dean Michele Cuomo. For the fall semester, the Office of Academic Affairs is headed by VP  
79 Karen Steele, with Dean Denise Ward, Dean Artie Corradetti and Mr. Bruce Naples. Dr. Jane  
80 Hindman will continue as Director of CETL; Dr. Margot Edlin continues as a faculty fellow, with  
81 responsibilities for CUE, our remediation review, and USIP. Professor Glenn Burdi will continue  
82 as a co-chair of our Periodic Review, and serve as a faculty fellow, coordinating adjunct  
83 appointments, the OAA budget and summer/winter scholarships. Dr. Brian Kerr, who oversees  
84 our Articulation and Educational Partnerships, will take a lead with the development of our  
85 website for academic programs, and serve as OAA's chief liaison to Student Affairs for the  
86 Queensborough Academies.  
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  - 88 • President Call announced a search for Provost and Senior Vice President for Academic Affairs,  
89 with Vice President Rosemary Zins serving as chair of the search committee, which includes Vice  
90 President Karen Steele, three academic department chairpersons (Dr. Joe Culkin, representing  
91 liberal arts and science, Professor Georgia McGill, for fine and performing arts, and Professor Stu  
92 Asser representing career programs). Professor Alex Tarasko will represent the Faculty  
93 Executive Committee, Ms. Shirley Chen, from Finance and Administration (and AA rep), Ms.  
94 Gisela Rivera representing Student Affairs, and Mr. Brian Farr, from Information Technology.  
95 President Call hopes to appoint a Provost and Senior Vice President for Academic Affairs for the  
96 spring semester, when Vice President Steele will take the leadership of a new division for  
97 Strategic Planning, Assessment, and Institutional Effectiveness with Dean Arthur Corradetti, Dr.  
98 Ian Beckford, and the Office of Institutional Research. This new division will include our strategic  
99 planning process, annual departmental reports, the Assessment Institute, General Education  
100 Assessment with faculty, Program Review, the Periodic Review, Accreditation, Retention  
101 (including the Starfish Project) and the Academy Assessment Protocol.

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- President Call reminded the Senate that *merit scholarships* are awarded to new freshmen and to continuing students; summer scholarships are awarded to students who are within three/four credits of completing one half of their degree program in one calendar year. President Call said the scholarship program will be expanded to include winter session awards to January 2013 freshmen within a 3/ 4 credit course of completing 30 credits by the end of the fall term.

**IV. Senate Steering Committee Report:** Chair Pecorino referred to his written report: *(Attachment C of the September 10, 2013 Agenda)* focusing on some of the following:

- Chair Pecorino welcomed new members, Adjunct Representative Georgeanne Albanese and Alumni Association Representative Emil Parrinello.
- Chair Pecorino discussed the work of the Committee on Bylaws, which will be working to remove the Ceremonial Occasions Committee; the Committee on Environment, Quality of Life, and Disability Issues will be looking into what can be done about bullying on campus.
- Chair Pecorino mentioned that the Steering Committee had approved the acceptance the gift in honor of Charles F. Bova, Jr., the father of President Call and a liberator, honored in conjunction with "Their Brothers Keepers" an exhibit about American Liberators of Nazi death camps, opening October 13 at the Kupferberg Holocaust Resource Center and Archives.
- Chair Pecorino described updates to the Senate website, including a basic primer and an eventual news/comment function, wherein the work of committees and the matters before the Senate would be discussed and commented upon.
- Chair Pecorino described the interest in enabling the service of all those who would like to, the Senate may choose expand the number of available slots for faculty to serve on committees. Committee appointments may also be staggered in order to provided greater continuity from year to year. In addition, the workload may be reduced for MSA accreditation reviews.
- Chair Pecorino described a situation in which some members of the Academic Senate, although present, were disinclined to vote on matters before the body. In these instances, members were not abstaining, but simply choosing, for whatever reason, not to vote. He questioned whether not voting at all would result in non-compliance with the Open Meetings Act.

**V. List of Graduates for June and August 2013 (Attachment E1 and E2)—RESOLUTION**

- **A motion was made, seconded, and unanimously adopted to approve the List of Graduates for June and August 2013** *(Attachments E1 and E2 of the September 10, 2013 Agenda)*.

**VI. Monthly Reports of Standing Committees of the Academic Senate**

The Committee on Curriculum has acted to send the following recommendation to the Academic Senate.

1. Changes in Courses
2. Degree Program Changes

**Changes in Courses**

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156 DEPARTMENT of SOCIAL SCIENCES

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158 Course Change:

159 From: SS360 Sociology of Education

160 To: SOCY260 Sociology of Education

161 Rationale: New course prefix system being put into effect.

- 162 • A **motion was made, seconded, and unanimously adopted to approve** the Course  
163 Change from SS360 Sociology of Education to SOCY260 Sociology of Education  
164 (*Attachment G of the September 10, 2013 Agenda*).

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166 Degree Program Changes

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168 DEPARTMENT of BUSINESS

169 Program Change:

170 Medical Office Assistant -- A.A.S. Degree Program

171 From Course Requirement : BU-918 Medical Billing and Coding II 2 class hours 2 laboratory  
172 hours 3 credits

173 Prerequisite: BU-916 Medical Coding and Billing I

174 To Course Requirement: BU-917 Healthcare Information Management 3 class hours 1  
175 laboratory hour 3 credits

176 ELECTIVES BU-918 Medical Billing and Coding II

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178 **Rationale:** BU-917 (Healthcare Information Management) will become a required course in the  
179 Medical Office Assistant A.A.S. degree curriculum. This course is needed to prepare students for  
180 entry-level positions in healthcare information management and also to update the skills needed by  
181 experienced workers in the healthcare information field. BU-917 (Healthcare Information Management)  
182 has been designated as a “bridge course” that will serve both the Career Paths (Continuing Education)  
183 population and our Queensborough Community College Medical Office Assistant A.A.S. students  
184 interested in careers healthcare.

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186 BU-918 (Medical Coding and Billing II) will become an elective in the Medical Office Assistant A.A.S.  
187 degree curriculum. Students are still required to take BU-916 (Medical Coding and Billing I) in this  
188 curriculum. BU-916 (Medical Coding and Billing I) exposes students to the current coding systems for  
189 medical diagnoses and procedures (International Classifications of Diseases [ICD] and Current  
190 Procedural Terminology [ICD]. Those desiring additional training in Medical coding are given the  
191 opportunity to take BU-918 (Medical Coding and Billing II) as an elective in this curriculum.

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- 193 • A **motion was made, seconded, and unanimously adopted to approve the Program**  
194 **Change in the Department of Business from Course Requirement BU-918 to Course**  
195 **Requirement BU-917** (*Attachment G of the September 10, 2013 Agenda*).

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198 **VII. Annual Reports of Academic Senate Standing and Special Committees**

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200 The Senate received the annual reports from the following committees:

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- 202 • Committee on Admissions (Attachment H)
- 203 • Committee on Assessment(Attachment I)
- 204 • Committee on Bylaws (Attachment J)

- 205 • Committee on Ceremonial Occasions (Attachment K)
- 206 • Committee on Computer Resources (Attachment L)
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- 208 • Committee on Continuing Education ( Attachment M)
- 209 • Committee on Course and Standing (Attachment N)
- 210 • Committee on Committees (Attachment O)
- 211 • Committee on Cultural and Archival Resources (Attachment P)
- 212 • Committee on Curriculum(Attachment Q)
- 213 • Committee on eLearning (Attachment R)
- 214 • Committee on the Library (Attachment S)
- 215 • Committee on Student Activities (Attachment T)
- 216 • Committee on WID WAC (Attachment U)
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218 Chair Pecorino emphasized the outstanding work of the following committees and call notice to the  
219 recommendations in the reports: Committee on Assessment, Computer Resources, Library Affairs,  
220 E-Learning

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222 **VIII. Old Business**

223 NONE

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225 **IX. New Business**

226 SG Executive Vice President Lida Ramos Arce, parliamentarian, invited the Academic  
227 Senate to join student leaders in a moment of silence at 8:46 on September 11.

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229 The meeting was adjourned at 3:54 PM

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231 Respectfully Submitted,

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233 Joel Kuszai

234 Secretary, Steering Committee of the Academic Senate