

**QUEENSBOROUGH COMMUNITY COLLEGE
THE CITY UNIVERSITY OF NEW YORK**

**COMMITTEE ON ADMISSIONS
of the Academic Senate
ANNUAL REPORT**

**ACADEMIC YEAR
08/2017 – 08/2018**

Professor R. Mako, Steering Committee Designee (Non-voting member)

Dr. David Sarno, Committee on Committees Liaison

Ms. J. Guzman, CUNY Office Assistant (Admissions)

Ms. L. Bruno, Assistant Dean of Enrollment Management (Ex-Officio)

1. Approval

The Committee on Admissions (AC) met (8) times during Academic Year August, 2017 – August, 2018.

Below is the disposition of the applications:

Meeting Dates	Total Applicants Reviewed	Degree Status Approved	Degree Status Denied	Degree Pending for CCS Decision	More Info.	*NM-ND Approved	*NM-ND Denied	Nursing Approved	Nursing Approved for LA1/HS1
10-6-17	34	21	7	4	1	1	0	0	0
11-3-17	45	32	6	6	1	0	0	0	0
12-8-17	58	44	9	4	1	0	0	0	0
1-8-18	62	41	17	3	0	0	1	0	0
SPRING 2018	<u>199</u>	<u>138</u>	<u>39</u>	<u>17</u>	<u>3</u>	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>
3-23-18	29	10	16	3	0	0	0	0	0
5-11-18	46	26	13	7	0	0	0	0	0
6-23-18	88	57	28	3	0	0	0	0	0
8-2018	6	4	2	0	0	0	0	0	0
FALL 2018	169	97	59	13	0	0	0	0	0
Total	368	235	98	30	3	1	1	0	0

*Non-Degree / Non-Matriculated

Bylaws Charge: *Formulate and recommend to the Academic Senate matriculation standards governing entrance of students to the various curricula and programs at Queensborough Community College*

The committee will continue to carefully scrutinize appeals for re-admission. The committee will examine all aspects of a student's academic record. It was agreed by all committee members that applicants with a GPA below 1.50 would be considered under special circumstances accompanied by supporting evidence. Extended absences from QCC will also be taken into account, as personal and professional student maturation likely occurs during a long interval.

For the Fall of 2018, the College projects 3,357 freshman admitted.

Prof. D. Weber, Nursing Department, was available to review and make recommendations for applications from any students seeking to declare a major in Nursing.

Bylaws Charge: *Formulate and recommend to the Academic Senate matriculation standards governing re-entrance of student to the various curricula programs at Queensborough Community College*

The committee continued to implement the policy to readmit only those students who seemed to be most likely to complete the degree requirements and graduate.

The Committee has continued to work closely with the Committee on Course and Standing. As a result of the combined efforts of both committees a condensed application form has been created and is now being used for appeals. This form continues to be very useful in communication between two committees.

To assist the decisions of the committee, the GPA calculator is available at each meeting to identify applicants who would not have the mathematical possibility of achieving a 2.0 GPA required for graduation. The GPA calculator continues to be a very effective tool in guiding the decisions of the committee. In addition, The Office of Degree Audit advises the committee on the viability of applications for which likelihood of graduation is in question.

The Committee continues to follow a policy by which mental health appeals are forwarded directly to the Counseling Center for document verification. After review, the appeals are then returned to the Admission Committee with any appropriate documentation on how to proceed next.

Bylaws Charge: *Consider appeals for matriculation and make decisions in accordance with Board of Trustees policies.*

- This academic year (2017-2018), 368 applications for re-admission were reviewed (down 18.8% from 2016-2017). 26.6% of students seeking re-admission were denied and 8.2% were referred to CCS prior to consideration for readmission. The number of students denied re-admission has decreased by 3.4% and the number of students referred to CCS has decreased by 0.6%.

Specific charges from Steering Committee

The Committee will continue to forward any comments on assessment of student admission and recruitment received from the Office of Student Affairs to the Committee on Assessment and Institutional Effectiveness.

The Committee periodically receives minutes from the Enrollment Council Management Meetings (CUNY Central Office Board) and discusses trends.

Dr. Sharon Ellerton resigned on Winter 2018 because she was taking sabbatical leave. Dr. Jason Demas replaced Dr. Ellerton at the start of the Spring 2018 semester.

The Committee agrees to hold meeting on Friday once a month from October to June, depending on the needs. Faculty members seeking to serve on the Admission Committee should consider this meeting time in making their applications.

The Committee will post all materials including agenda, minutes and annual reports on the college website. All posted documents must be ADA compliance. The Committee will seek the assistance of Marketing and Communications when necessary.

Prof. Kenneth Pearl and Jason Demas were unanimously elected as chair and secretary, respectively, for the 2018-2019 academic year.

The chairperson thanks the members of the Committee for their collegiality and dedication and for consistently attending meetings and meticulously reviewing 368 applications for re-admission to the College. Due to the commitment of each member, the Committee was able to continuously make changes that resulted in a more efficient decision-making process. In addition, the chairperson thanks Prof. Dolores Weber, Nursing Department, for being available to review and make decisions for the Nursing applications.

The Committee is grateful to Ms. Linda Evangelou, Director of Admissions and Recruitment, for the valuable support that she gave to the committee. The Committee would like to thank Ms. Doreen Fox-Herron, Enrollment Registrar Specialist and Ms. Danie Jules, Enrollment Registrar Coordinator, for their assistance with the processing of applications of those students who were nearing graduation. The Committee thanks Dr. Jannette Urciuoli, Secretary, for preparing the minutes and posting the minutes on the college website. The members would like to express their gratitude to Ms. Jankee Guzman, CUNY Office Assistant (Admissions) who scheduled and coordinated all the meetings, presented applications for review, and recorded the decisions of the

Committee. The Committee could not have operated smoothly without her tireless assistance.

The chairperson considers it a privilege to have served in this capacity and is confident in the continued effectiveness of the Committee in the new academic term. Respectfully submitted,

Kwai Chiu
Chairperson, 2017-2018

Cc: Mr. Kwai Chiu, Admissions Committee Chairperson, 2017-2018
Ms. Linda Evangelou, Director of Admissions and Recruitment