

QUEENSBOROUGH COMMUNITY COLLEGE

THE CITY UNIVERSITY OF NEW YORK

Committee on Course & Standing

Minutes for meeting held on November 04, 2005

The Committee on Course and Standing met on Friday, November 04, 2005 at 9:15 a.m. in the President's Conference Room # 502D.

Those in attendance were as follows:

Prof. Anne Marie Menendez, Chairperson Nursing Dept,

Dr. Moni Chauhan, Chemistry, Prof. Devon Feldman, Library, Dr. Paul Marches Physics, Prof. E. Raya, Foreign Language, Dr. David Sarno, Chemistry. Dr. Roland Scal, Biology Department, Dr. Jilani Warsi, Basic Skills.

Administration Representatives: Ms. Florence Farrat

Committee Secretary: Meera Chowdhry

Excused:

Ms. Gina Capozzoli, Counseling

Discussions:

The Committee welcomed a new member, Dr. Jilani Warsi, from the Basic Skills Department. Dr. Warsi was apprised of the committee's responsibilities.

The Committee's role in dealing with the FIN/FAB grades was discussed. The students' appeals, where they are asking for extensions to complete FIN/FABS, can be forwarded to the professor. However, if the student does not complete the course work in a timely manner, as defined in the college catalogue, they will receive an F grade. They should be informed that the CCS does not have the jurisdiction to change grades and the F grade will stand. It is the students' responsibilities to follow up with incomplete course work.

A total of 33 students' appeals were reviewed for the following:

	Total Appeals	Approved	Denied	Conditional Approval	No Jurisdiction
Retroactive Withdrawals	35	26	6	3	0
Late Withdrawals	21	21	0	0	0
Medical Withdrawal	3	3	0	0	0
Continued Probation					
Deletions					

The Committee is schedule to meet again on Friday, December 09, 2005 to review retroactive withdrawals/late withdrawals.