

Queensborough Community College
The City University of New York

MINUTES
of the December 14, 2010
Academic Senate

Interim President Diane Call called the fourth regularly scheduled meeting of the Academic Senate to order at 3:10 p.m.

I. Attendance:

The complete Senate roster is available at http://www.qcc.cuny.edu/Governance/AcademicSenate/academic_senate_roster.asp

As determined from the attendance taken by the i-clickers at the meeting, there were twenty-three absentees.

Albanese, Georgeanne	Chang, Jo Anne Chiung	Cotty, Francis	Gorelick, Melvin
Hersh, Brenda	Jue, Chong	Klarberg, David	
Montgomery, Kip	Pace, Phyllis	Poulsen, Jane	Prancl, Charles
Reesman, Linda	Reilly, Margaret	Blira-Kossler, Leilani (SG)	
Brown, Victoria (SG)	Stark, Julian	Tullio, Ann	Visoni, Gilmar
Ward, Denise	Weiss, Paul	White, Eileen	Yao, Haishen
Zinger, Lana			

II. Consideration of minutes of the December 14, 2010:

- A **motion** was **made, seconded, and approved** to approve the November 9, 2010 minutes (*Attachment A of the December 14, 2010 Agenda*). This vote passed unanimously.

III. Communications from:

Interim President Call:

- Interim President Call referred to her written report (*Attachment B of the December 14, 2010 Agenda*).
- Interim President Call began by announcing that the Middle States Commission on Higher Education had voted to accept Queensborough’s Monitoring Report for Reaccreditation. Interim President Call thanked Dean Arthur Corradetti for his key role in this process, and also extended thanks to the Steering Committee of the Academic Senate, Dr. Margot Edlin, Vice-President Steele, and Dr. Philip Pecorino for their participation in a recent presentation at the Middle States conference in Philadelphia the previous week.
- Interim President Call reported that CUNY First has been launched, and that, as of the morning of the Senate meeting, 1100 students had been registered for the winter session, and 8000 for spring. Interim President Call thanked Vice-President Newcomb for her participation in a conference related to utilization of the new system, and indicated that students were largely satisfied with the system, Vice-President Steele indicated

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that a “help room” had been established to assist faculty using the system for the first time to post grades.

- Interim President Call reiterated the serious budget situation: the University is anticipating \$1, 000,000 revenue gap when the governor-elect takes office.
- Interim President Call further indicated that a budget “exercise” to cut \$2 Million dollars from the campus budget would likely be followed by a cut of approximately that magnitude in the new year. CUNY would also be instituting a spring tuition increase of \$75.00, followed by an additional 2% increase next fall.
- As an additional means to address this budget crisis, Interim President Call indicated that a “Special Advisory Committee of the Academic Senate on Queensborough’s Resource Allocation Process” would be instituted, with the cooperation of the Academic Steering Committee, the Budget Committee of the College P and B, and the Faculty Executive Committee, to be in existence from January 2011 through the end of fiscal year 2012.
- Interim President Call referred to various initiatives to address the issue of remediation underway in the departments of Mathematics and Basic Educational Skills. Interim President Call particularly indicated that David Cook, of the CUNY Central office, had complimented Queensborough’s Mathematic’s department on their innovative MA05 experiment, and complimented Professors Regina Rochford, Jo Pantaleo, Jed Shahar, Carey lane in Basic Skills who will be running experimental Winter Session reading and writing workshops.
- The issue of remediation has acquired a new urgency in this era of budget challenges, as its costs have been estimated at \$30 Million, but President Call also indicated that she believed any changes that might be instituted should be faculty driven. Dr. Call recommended that faculty read a recent article by Zachry, E. M., & Schneider, E. (September 2010) “Building Foundations for Student Readiness: A review of rigorous research and promising trends in developmental education”, from the National Center for Postsecondary Research, which had been distributed by the CUNY Central Office:
http://www.postsecondaryresearch.org/conference/PDF/NCPR_Panel%203_ZachrySchneiderPaper.pdf
- Interim President Call also referred to CUNY Central Administration’s concern about the expense of excess credits accumulated by students who transfer from one institution to another, which the CUNY Central Office has estimated to burden the City University with expenses calculated at approximately \$70 Million dollars, as per a recent report authored by Associate Vice-Chancellor Julia Wrigley. A centrally-convened committee will be studying this issue.

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IV. Senate Steering Committee:

- Interim President Call indicated that there would be a reception for donors to Queensborough on Thursday, December 16, and reported on the award of scholarships.
- Vice-President Steele indicated that a College Convocation would be held on January 26
- Interim President Call indicated that Chancellor Goldstein would be visiting the campus on the 30 March, 2011.
- Interim President Call congratulated several student Senators and officers of Student government, who would be graduating in January, 2011, and transferring to several four-year colleges, Student Government Stephanie Sandson among them. Chair Tai referred to her written report (Attachment C of the December 14, 2010 Agenda)
- Chair Tai indicated that an election of a replacement for Charles Pranci, who is retiring from the College, as the new CLT representative, would need to be postponed until the new year, as the individual who indicated he would accept the nomination had car trouble, and was not in attendance.
- Chair Tai began by complimenting members of the Committee on Distance Education and the Committee on Bylaws for collaborating to bring the Committee name change proposal to the floor of the Academic Senate;
- Chair Tai also thanked President Call and the members of the Administration, the Faculty Executive Committee, the Committee of Chairs and the members of the College Planning Advisory Committee for working with her and her colleagues on the Steering Committee of the Academic Senate to form a Special Budget Advisory Committee of the Academic Senate. Chair Tai reiterated that the composition of this committee would be:
 - One representative from the Steering Committee of the Academic Senate;
 - One representative from the Faculty Executive Committee;
 - One representative from the Budget Committee of the College Personnel and Budget Committee (incidentally a representative from the Committee of Chairs)
 - One representative from Student Government
 - The Vice-President for Finance and Administration
- Chair Tai invited the Faculty Executive Committee and the Committee of Chairs to name their representatives to this committee, which she indicated she would be proposing at the February Academic Senate meeting in a resolution.

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- Chair Tai congratulated the members of Student Government who were graduating, and asked that before they passed responsibilities to their successors, that they would nominate a member of Student Government to serve on this committee.

- Chair Tai, who also serves on the City University Faculty Senate Executive Committee, informed the Academic Senate that the Executive Committee would be presenting several critical comments regarding Associate Chancellor Wrigley’s Transfer Report at the UFS Plenary that coming evening. (Chair Tai placed this report on the governance website a <http://www.qcc.cuny.edu/Governance/AcademicSenate/transfer-report.asp> and encouraged Senators to tender comments to the Steering Committee.

- Chair Tai expressed concerns that “transfer menus” such as in use at SUNY and the University of Georgia might slight curricular rigor. Chair Tai indicated that the UFS preferred the formation of disciplinary councils that would evaluate courses and syllabi, as well as articulation agreements.

- Chair Tai expressed strong respect for the outgoing chair of the Department of English and the Faculty Executive Committee, Senator Sheena Gillespie, who would be retiring in January. She expressed the hope any candidates to become her successor would remain on the FEC even if they were not elected as chair.

- Chair Tai thanked members of the Academic Senate for their sympathy for her recent loss, and indicated that a memorial for her father was scheduled for Sunday, February 13, at City College.

V. Monthly Reports of Standing Committees of the Academic Senate

- **Committee on Bylaws - (Attachment E)**
A resolution to change the name of the Committee on Distance Education to the Committee on e-Learning was introduced as follows:
From:

Article 7, Section 19. The Committee on Distance Education

The Committee on Distance Education shall consist of seven (7) faculty members and two (2) students. All faculty and students should be familiar with online instruction. Faculty shall come from different departments so as to be representative of the wide range of disciplines and degree programs at the college.

The Committee on Distance Education shall:

- a. Report and make recommendations to the Academic Senate on all matters related to Distance Education, in particular, concerning policies and procedures related to the development of, support for and offering of programs, degrees and classes;

- 210 b. Work on the assessment process and criteria related to the Distance Education program of the
211 College and report findings to the Academic Senate;
212 c. Serve as an advisory body for all matters related to Distance Education.

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214 To:

215 **Article 7, Section 19. The Committee on e Learning**

216 The Committee on e Learning shall consist of seven (7) faculty members and two (2) students. All
217 faculty and students should be familiar with online instruction. Faculty shall come from different
218 departments so as to be representative of the wide range of disciplines and degree programs at
219 the college.

220 The Committee on e Learning shall:

- 221 a. Report and make recommendations to the Academic Senate on all matters related to electronic
222 teaching modalities, in particular, concerning policies and procedures related to the development
223 of, support for and offering of programs, degrees and classes;
224 b. Work on the assessment process and criteria related to the e Learning program of the College
225 and report findings to the Academic Senate;
226 c. Serve as an advisory body for all matters related to e Learning.

227 **RATIONALE**

228 The term e-Learning comprises all forms of electronically supported teaching and learning and is
229 increasingly used to describe blended (partly asynchronous) and asynchronous education,
230 instruction, and learning.

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- 232 • The **motion** was **made, seconded, and approved** to approve the name of the
233 Committee on Distance Education to the Committee on eLearning (*Attachment E of the*
234 *December 14, 2010 Agenda*) with forty-eight affirmative votes, 1 negative vote from
235 Zahavy Reuvain, and 2 abstentions from Joel Kuszai and Stephanie Sandson.

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- 239 • **Committee on Committees** (Attachment F) Accepted as presented; a delay of the election of Mr.
240 John Luby, pending nomination by the Business Department, was imposed by Mr. Luby's trouble
241 with his automobile.

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- 244 • **Committee on Course and Standing** (Attachment G)

245 Professor Belle Birchfield presented the following resolution from the Committee on Course and
246 Standing, considered at the behest of the Office of Academic Affairs, and in tandem with the
247 Committee on Curriculum:

248 The Committee on Course and Standing has approved the following change to the NC grade
249 policy effective for Spring 2011 applicable to MA-005, MA-010, BE-112, BE-122, BE 205, and BE-
250 226. The Committee forwards this for the consideration of the Academic Senate:

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252 **Current (page 47, QCC Catalog 2009 – 2011)**

253 **NC** Assigned to students in remedial courses when the coursework has been satisfactorily
254 completed, but the CUNY Exit from Remediation Test has not been passed. Students may not
255 progress to credit-bearing classes before the related CUNY Exit from Remediation Test has been

256 passed. The NC grade is also assigned to students who do not complete the Introduction to
257 Student Life (ST-100) course in a satisfactory manner.

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259 **Proposed**

260 **NC** Assigned to students in remedial courses when the coursework has been satisfactorily
261 completed, but the CUNY Exit from Remediation Test has not been passed. Students may not
262 progress to credit-bearing classes before the related CUNY Exit from Remediation Test has been
263 passed. If the student does not satisfy the exit from remediation requirement within one (1) year,
264 the NC grade becomes an R.* The NC grade is also assigned to students who do not complete
265 the Introduction to Student Life (ST-100) course in a satisfactory manner.

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267 *All students who received an NC grade before Spring 2011 will have until Spring 2012 to satisfy
268 the NC grade requirement.

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271 **Rationale:**

272 Students are required to pass both the coursework and CUNY exit exams in remediation in order
273 to progress to credit bearing courses. Students can successfully pass the coursework in
274 remediation without passing the exit exam, requiring an intervention before a student can re-test
275 on the exit exams. This intervention has been in the form of a 20 hour workshop, as the
276 University requires at least 20 hours of intervention. The workshop is designed to build test
277 preparation skills not overall developmental skills. Unfortunately without a time limit students tend
278 to put off the workshop, often allowing one or more semesters to pass without any interventions.
279 With the passing of that much time, students have little chance to pass the exit exams, and may
280 need more than a 20 hour workshop to prepare for it.

281 Providing a time limit for the NC grade will encourage students to immediately move forward with
282 the intervention to prepare them to take the CUNY Exit from Remediation Tests. This proposed
283 one year limit may also help students who need more work and time on developing their overall
284 skills vs. simply preparing them for an exam. Retaking the course will allow those students in
285 need to continue building their skills which they will carry forward with them in their credit bearing
286 courses.

287 Finally, this grade change will be similar to the current policy of the INC grade in which students
288 have a one semester requirement to successfully complete the coursework. The one-year
289 requirement for the NC grade however, will allow more flexibility for students without leaving the
290 intervention open-ended.

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292 • The **motion** was **made, seconded, and approved** to approve the changes presented by the
293 Committee of Course and Standing regarding the NC grade as listed above (Attachment G of the
294 December 14, 2010 Agenda). There were fifty-two affirmative votes, and one negative vote from
295 Richard Yuster.
- 296 • **Committee on Curriculum** - (Attachment H) -- **RESOLUTION**

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298 Senator Aranzazu Borrachero presented resolutions for the
299 following actions by the Committee on Curriculum:

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301 **I. New Courses**

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303 **DEPARTMENT of MATHEMATICS and COMPUTER SCIENCE**

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305 **1. MA-121 Elementary Trigonometry, 1 class hour 1 credit**

306 Course will be given as a 7-week course during the first half of the semester

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308 This course is a basic presentation of the fundamental concepts of trigonometry, angles and their
309 measure, basic trigonometric functions, right triangle trigonometry, graphing, and solving
310 trigonometric equations. A graphing calculator will be required.

312 Prerequisites: Intermediate algebra or college algebra or permission of the department.
313 Co-requisites: May be taken as a co-requisite to MA-440 for students who have passed an
314 intermediate algebra or college algebra course that has no trigonometry component with a C- or
315 better.

316
317 Rationale: One-half (8) of the CUNY colleges do not cover trigonometry in their college algebra
318 course. Many private colleges also do not cover trigonometry in their college algebra courses. In
319 addition, a number of QCC students place out of intermediate algebra but do poorly on the
320 trigonometry section and therefore cannot place out of MA-120. To allow these students to move on
321 into MA-440 and therefore advance towards graduation, the Math Department has proposed a
322 trigonometry course to be taken as a co-requisite to MA-440. This course will prepare students for
323 the advanced trigonometry covered in MA-440 in approximately the 8th week of the course.
324 Otherwise these students will have to take MA-120 at QCC. The MA-121 course will be given as a
325 seven (7) week course (108 minutes per week) so that when students start the advanced
326 trigonometry section in the 8th week of MA-440 they will have the requisite background to understand
327 the trigonometry concepts in MA-440.

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- 329 ▪ **The motion was made, seconded, and approved to accept** the new course
330 from the Department of Computer and Mathematics (*Attachment H of the*
331 *December 14, 2010 Agenda*). The motion was passed unanimously.
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333 DEPARTMENT of CHEMISTRY

334 1. CH-911,912 Independent Study and Research I, 45 hours per semester, 1 credit per semester

335
336 **CH-911.** During the first semester students are introduced to the basic concept of research combined
337 with gaining practical experience with modern instrumental techniques such as NMR, IR, UV-Vis,
338 SEM, HPLC, or X-ray fluorescence. Students meet with their faculty as necessary to discuss progress
339 of their research. A minimum of 45 hours of work and submission of a paper that summarizes their
340 work at the end of the semester are required. Students are also required to make a presentation in
341 the fall semester; spring semester students will present at one or more of the following conferences:
342 National American Chemical Society (ACS), Mid-Atlantic Regional Meeting (MARM), Undergraduate
343 Research Symposium (URS), the Honors Conference at QCC, or any other related conference.
344 Students may only register for one credit of research per semester.
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347 Prerequisites/Co-requisites: CH-120 or CH-127 or CH-151
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349 **CH-912.** The second semester is intended for students to continue with their research project and
350 acquire more experience with modern instrumental techniques NMR, IR, UV-Vis, SEM, HPLC, or X-
351 ray fluorescence. Students meet with their faculty as necessary to discuss progress of their research.
352 A minimum of 45 hours of work and submission of a paper that summarizes their work at the end of
353 the semester are required. Students are also required to make a presentation in the fall semester;
354 spring semester students will present at one or more of the following conferences: National American
355 Chemical Society (ACS), Mid-Atlantic Regional Meeting (MARM), Undergraduate Research
356 Symposium (URS), the Honors Conference at QCC, or any other related conference. Students may
357 only register for one credit of research per semester.
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359 Prerequisites/Co-requisites: CH-911
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361 Rationale: We encourage students who plan to pursue careers in science or allied health fields to
362 conduct research. This will help them enter professional schools such as pharmacy, medical, and
363 higher education in chemistry. The courses will be offered every semester.
364

365 2. CH-913,914 Independent Study and Research II, 45 hours per semester, 1 credit per semester

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367 **CH-913.** This course is intended for students to continue their research projects independently and
368 integrate the modern instrumental techniques such as NMR, IR, UV-Vis, SEM, HPLC, or X-ray
369 fluorescence. Students meet with their faculty as necessary to discuss progress of their research. A
370 minimum of 45 hours of work and submission of a paper that summarizes their work at the end of the
371 semester are required. Students are also required to make a presentation in the fall semester; spring
372 semester students will present at one or more of the following conferences: National American
373 Chemical Society (ACS), Mid-Atlantic Regional Meeting (MARM), Undergraduate Research
374 Symposium (URS), the Honors Conference at QCC, or any other related conference. Students may
375 only register for one credit of research per semester.

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377 Prerequisites/Co-requisites: CH-151 and CH-912
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380 **CH-914.** This course is intended for students to continue their research projects independently and
381 apply the modern instrumental techniques such as NMR, IR, UV-Vis, SEM, HPLC, or X-ray
382 fluorescence. Students meet with their faculty as necessary to discuss progress of their research. A
383 minimum of 45 hours of work and submission of a paper that summarizes their work at the end of the
384 semester are required. Students are also required to make a presentation in the fall semester; spring
385 semester students will present at one or more of the following conferences: National American
386 Chemical Society (ACS), Mid-Atlantic Regional Meeting (MARM), Undergraduate Research
387 Symposium (URS), the Honors Conference at QCC, or any other related conference. Students may
388 only register for one credit of research per semester.

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390 Prerequisites/Co-requisites: CH-151 and CH-193
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392 Rationale: We encourage students who plan to pursue careers in science or allied health fields to
393 conduct research. This will help them enter professional schools such as pharmacy, medical, and
394 higher education in chemistry. The courses will be offered every semester.
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396 In response to queries, Dr. Sasan Karimi indicated that it was likely that the two-credit courses these
397 courses replaced would be removed from the Chemistry Department offerings, pending monitoring of
398 how these courses worked for students.

- 399 ■ **The motion was made, seconded, and approved to accept** the new courses
400 from the Department of Computer and Mathematics (*Attachment H of the*
401 *December 14, 2010 Agenda*). There were forty-five affirmative votes, three
402 negative votes from Asser Stuart and Joel Kuszai, Alina Gulfranz(SG), and two
403 abstentions from Senators Bob Rogers and Anthony Kolios .

404 405 406 **DEPARTMENT of HISTORY**

407 408 **1. HI-181 History of the Second World War, 3 hours, 3 credits**

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410 The course will examine the Second World War from a global perspective, and include land, sea, and
411 aerial operations. It will examine the battles and campaigns of the war, as well as the experiences of
412 civilians behind the lines. It will encompass the war's cultural, diplomatic, economic, political, social,
413 and technological dimensions, as well as postwar issues.

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415 Prerequisites: BE-122 (or 226) and BE-112 (or 205), or satisfactory score on the CUNY/ACT
416 Assessment Test.

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418 Rationale: World War II holds vast importance for the course and development of world history in the
419 20th century. In many ways, it still influences our world today.

- 420 ■ **The motion was made, seconded, and approved to accept** the new courses
421 from the Department of History (*Attachment H of the December 14, 2010*

478 Pre-requisite or Co-Requisite: BE-226 or exemption from reading
479 3 class hours 1 recitation hour 1 laboratory hour 0 credit
480

481 Rationale: The new CUNY Assessment Test in Writing (CATW) goes into effect as of October 1,
482 2010, as a replacement for the ACT writing Exam. The new writing test is a reading based exam
483 which requires students to read and analyze a passage and use it as the basis for an essay. Students
484 who have not had advanced reading instruction will be at a disadvantage on the new writing test, so it
485 is important that they have previously passed upper level reading or are taking it at the same time as
486 they take BE-205.

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- **The motion was made, seconded, and approved to accept** the course revisions from the Department of Basic Skills (*Attachment H of the December 14, 2010 Agenda*). There were forty-six affirmative votes, two negative votes from Asser Stuart and Alina Gulfranz (SG) and no abstentions.

Dr. Borrachero also referred to the Committee's written conclusions regarding the resolution put before the Committee on Course and Standing, regarding the change in NC grading policy as described in the QCC Catalog, to be effective Spring 2011, and applicable to MA-005, MA-010, BE-112, BE-122, BE-205, and BE-226

Interim President Call wished everyone a good holiday.

The meeting was adjourned at 4:15 PM

Respectfully Submitted,

Barbara Blake-Campbell, RN, PhD.(Secretary)
Emily S. Tai
Steering Committee of the Academic Senate.