

QUEENSBOROUGH COMMUNITY COLLEGE
Continuing Education Committee
MEMORANDUM

Department of Nursing

(718) 631-6098

To: Barbara Blake-Campbell, Secretary of the Steering Committee of the Academic Senate
From: Patricia Burke, Chairperson
Date: June 18, 2010
Subject: Annual Report of the Committee on Continuing Education for 2009-2010

Committee Members: Patricia Burke, Edward Hanssen & Maan Lin

Steering Committee Liaison: Barbara Bonous-Smit

President's Designee: Ms. Denise Ward

Dates Met: October 28th, 2009; April 21st, 2010; May 19th, 2010

The committee met once in the fall, October 28th, 2009. The meeting was with Ms Denise Ward, committee members were introduced and all were briefed about the purpose of the committee. Ms Ward updated the committee regarding new ideas/initiatives that could be considered as courses pertaining to continuing education. Committee members were given copies of the new catalogues, each targeting a specific population. P. Burke forwarded the "Committee on Continuing Education Activities form" to the committee members.

The committee chair also met Dr Tai (November, 2009) and briefed her about the initiative by Continuing Education for using outside vendors to offer on-line courses. The use of Blackboard and Epsilon ePortfolios remain an issue for continuing education instructors without a CUNY assigned email account. Ms Ward did explain that the CE department does offer a wide variety of on-line courses through an outside vendor: ED2Go and GATLIN.

In Spring 2009, the committee members met on April 21st, 2010 and reviewed both the new & hybrid continuing education course for Spring and Summer, 2010.

The final meeting of the year took place on May 19th, 2010. The committee members met with the new members of committee (2010-2011); Patricia Spradley was excused. The new members were introduced to the old members and were made familiar with the role of the committee. At this meeting the chair presented a draft of the Chair's report. Prof Burke (chair) discussed a meeting with Dean Ward and the Program Manager for Continuing Education and Workforce Development to investigate a collaborative program to prepare nurses re-entering the workforce. The meeting is scheduled for June 2nd. New members elected the chair for the next year. Susana Alaiz-Losada, from the Foreign Languages Department was elected as the new chairperson. Yusuf Gurtas from the Math Department was elected as the new secretary.

Ms Ward has routinely communicated with the committee, in addition to the chairs of all academic departments regarding any new programs introduced by her before the CE catalog is published.