

QUEENSBOROUGH COMMUNITY COLLEGE
The City University of New York

ACADEMIC SENATE

COMMITTEE ON ACADEMIC DEVELOPMENT/ELECTIVE ACADEMIC PROGRAMS

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To: Jannette Urciuoli, Secretary, Steering Committee, Academic Senate
From: Tirandai Hemraj-Benny, Chairperson
Date: August 30, 2018
Subject: Annual Report for the Committee on Academic Development/Elective Academic Programs for 2017/2018

I) COMMITTEE MEMBERS (2017-2018)

Members	Department
Rezan Akpinar	Health, Physical Education and Dance
Merlinda Drini	Engineering Technology
Tirandai Hemraj-Benny (Chairperson)	Chemistry
Ravi Manachanallur	Mathematics and Computer Sciences
Neera Mohess	Library
Ilse Schrynemakers	English
Vazgen Shekoyan	Physics
Anuradha Srivastava	Biological Sciences & Geology
Jodi Van Der Horn-Gibson	Speech Communication & Theatre Arts
Kathleen Landy	Academic Affairs, President's Liaison

II) MEETING TIMES

The committee members met six (6) times during 2017-2018: Sept. 20th, 2017; Oct. 4th, 2017; Nov. 1st, 2017; March 28th, 2018; April 25th, 2018; May 2nd, 2018.

III) WEBPAGE

All minutes and agenda for Fall 2017-Spring 2018 were confirmed by the Chairperson to be ADA compliant and were sent to David Moretti to be posted on the website.

IV) ACTIVITIES:

A) Sub-Committees/ Sub-Groups

Three sub-committees/ sub-groups were formed to address some of the committee's charges.

1) Promoting Events

Drs. Anuradha Srivastava, Rezan Akpinar, and Ilse Schrynemakers volunteered to serve on this sub-committee.

- They actively promoted CETL events for faculty development in department meetings (Biological Sciences and Geology, Health Physical Education and Dance, English) during Fall 2017 and Spring 2018 semesters.

2) Reviewing and Editing the Bylaws of the ADC Committee

Dr. Jodi Van Der Horn-Gibson and Neera Mohess volunteered to serve on this sub-committee.

- Drs. Joel Kuszai and Emily Tai, members of the Steering Committee, were invited to the committee's meeting on March 28th, 2018, to provide guidance on evolving the Committee's Bylaws Charges.
- The committee members agreed to edit the Bylaws Charges as the following:
 - a) From "Arrange for the presentation of lectures, seminars, workshops, and exhibits to specifically include effectiveness of instruction" to "Promote and/or arrange for the presentation of lectures, seminars, workshops, and exhibits to specifically include effectiveness of instruction."
 - b) From "Oversee and promote activities beneficial to elective programs such as the CUNY-BA/BS, International Studies, and Honors program" to "Review and/or promote activities beneficial to elective programs such as the CUNY-BA/BS, International Studies, and Honors program."

3) Faculty Survey on Student Evaluation of Faculty Form

Drs. Merlinda Drini, Tirandai Hemraj-Benny, Ravi Manachanallur, and Vazgen Shekoyan volunteered to serve on this sub-committee.

A survey was sent to the faculty in Spring 2017. The results obtained are summarized in Attachment A. A majority of faculty who responded to the survey were satisfied with the current Student Evaluation of Faculty Form. It was determined that some of the questions asked were worded ambiguously.

B) Updating the Guide for Committee Members

Dr. Tirandai Hemraj-Benny updated "A Guide for Committee on Academic Development/Elective Academic Programs Members." Additional updates will be made upon clarification from the Steering Committee.

C) Faculty/Student Development

Dr. Anuradha Srivastava promoted and supported student development workshops in collaboration with student activity clubs. All the student events held by Campus Club- Women in Science for Fall 2017 and Spring 2018 were supported, promoted and co-sponsored by the Senate Committee on Academic Development/Elective Academic Programs. Student events that were supported are listed below:

Brown Bag Lunch Seminar Series Fall 2017

- i) Everything the sound touches: Hot topics in Acoustics research
- ii) Conceptual and terminological issues surrounding weight and weightlessness
- iii) Using multiple-possibility-structured physics problems in introductory physics courses and investigating its impact on students
- iv) Physics students research symposium

Other Club Events Fall 2017

- i) Journey to Survival, speaker, Dr. Jana Andrews- Breast Cancer Awareness month
- ii) Breast Cancer Research, speaker, Dr. Regina Sullivan- Breast Cancer Awareness month
- iii) B.S. Public Health Information Students with York College, speaker, Dr. Nicholas Grosskopf

Brown Bag Lunch Seminar Spring 2018

- i) Teaching measurement uncertainty in introductory physics course

Other Club Events Spring 2018

- i) Breast Cancer: An Eastern View, speaker, Rezan Akpinar
- ii) Diversity in STEM Panel Discussion
- iii) Bombshell, A Heddy Lamar Story: Women in Science

V) COMMITTEE MEMBERS (2018-2019)

Members

Rezan Akpinar
Jodi Van Der Horn-Gibson
Merlinda Drini
Tirandai Hemraj-Benny (Chairperson)
David Pham
Susan Riekert
Renee Rhodd
Ilse Schrynemakers
Anuradha Srivastava
Michael Pullin

Department

Health, Physical Education and Dance
Speech Communication & Theatre Arts
Engineering Technology
Chemistry
Mathematics and Computer Sciences
Nursing
Academic Affairs
English
Biological Sciences & Geology
Academic Affairs, President's Liaison

VI) ELECTION

On May 2nd, 2018 at 1:00 pm elections for Chairperson and Secretary were held. Elections were held by secret ballot. Six (6) voting committee members were present. A motion was made that the person receiving the second highest vote would be the co-chair.

- (a) Continuing Chairperson: 6 votes for Tirandai Hemraj-Benny
- (b) Co-Chair: 6 votes for Rezan Akpinar
- (c) Secretary: 6 votes for Renee Rhodd

VII) ACTION PLAN FOR 2018-2019

The committee members propose the following action plan for 2018-2019:

- a) Student evaluation of faculty survey: The committee will create additional surveys consisting of a few questions utilizing backward design – designing the surveys with the goals of the surveys in mind.
- b) Seminars, lectures, and workshops: the committee will continue to partner with CETL to promote selected events. In addition, faculty will be surveyed to determine their interest and needs. The committee will continue to offer student development workshops in collaboration with student activity clubs.
- c) Updating the Bylaws Charge for 2018-2019: An official request to change the current Bylaws will be sent to the Bylaws Committee.
- d) Updating the Guide for Committee members: The members will consult with the Steering Committee to clarify information written in the guide.

ATTACHMENT A

QUEENSBOROUGH COMMUNITY COLLEGE
The City University of New York

Senate Committee on Academic Development/Elective Academic Programs

Faculty Survey Results (Spring 2017): Current Student Evaluation of Faculty Form

1) Title

	# of Faculty	% of Faculty
Assistant Professor	46	33.6%
Assistant Professor with tenure	8	5.8%
Associate Professor	38	27.7%
Full Professor	25	18.2%
Lecturer	16	11.7%
Adjunct	10	7.3%
Member of Departmental P&B	8	5.8%
Member of College P&B	3	2.2%

137 responses

Responses were mostly from Assistant Professors without tenure (33.6%), Associate Professors (27.7%) and Full Professors (18.2%).

2) How satisfied are you with the current Student Evaluation of Faculty form

	# of Faculty	% of Faculty
1 Not satisfied	16	11.7%
2	15	10.9%
3	49	35.8%
4	42	30.7%
5 Very satisfied	15	10.9%

137 responses

A majority of faculty who responded to the survey are satisfied with the current Student Evaluation of Faculty Form.

3) As a faculty member, which of the following items on the current Student Evaluation of Faculty form provide(s) the most useful feedback to you?

	# of Faculty	% of Faculty
1) The instructor always begins class on time.	32	23.4%
2) The instructor is available for a full class period.	31	22.6%
3) The instructor uses class time efficiently.	53	38.7%
4) The instructor provides well-organized and logical explanations.	82	59.9%
5) The instructor provides clear objectives for the course.	49	35.8%
6) The instructor has increased my knowledge of the subject matter.	82	59.9%
7) The instructor encourages students to ask questions and participate in class	74	54%
8) The instructor maintains a classroom atmosphere of respect towards differing viewpoints.	72	52.6%
9) The instructor is willing to help students outside the class.	49	35.8%
10) Assignments and exams are closely related to the course content.	57	41.6%
11) What did you like best about this class?	62	45.3%
12) Would you or would you not recommend this instructor to a friend? Why?	61	44.5%
13) Additional Comments	50	36.5%
NA	6	4.4%

137 responses

Amongst the faculty who responded, more than half found feedback from #4, #6, #7, and #8 most useful.

4) As a P & B member, which of the following items on the current Student Evaluation of Faculty form provide(s) the most useful feedback to you?

	# of Faculty	% of Faculty
1) The instructor always begins class on time.	38	27.7%
2) The instructor is available for a full class period.	35	25.5%
3) The instructor uses class time efficiently.	38	27.7%
4) The instructor provides well-organized and logical explanations.	49	35.8%
5) The instructor provides clear objectives for the course.	30	21.9%
6) The instructor has increased my knowledge of the subject matter.	33	24.1%
7) The instructor encourages students to ask questions and participate in class	43	31.4%
8) The instructor maintains a classroom atmosphere of respect towards differing viewpoints.	42	30.7%
9) The instructor is willing to help students outside the class.	36	26.3%
10) Assignments and exams are closely related to the course content.	28	20.4%
11) What did you like best about this class?	29	21.2%
12) Would you or would you not recommend this instructor to a friend? Why?	35	25.5%
13) Additional Comments	19	13.9%
NA	63	46.0%

137 responses

This question may need re-wording since the number of faculty who responded to this question does not correspond with the information provided in Question #1.

5) Which of the following items do you think should be removed from the current Student Evaluation of Faculty form? If you feel a revision is necessary, please write comments in question #6 below.

	# of Faculty	% of Faculty
1) The instructor always begins class on time.	21	15.3%
2) The instructor is available for a full class period.	32	23.4%
3) The instructor uses class time efficiently.	22	16.1%
4) The instructor provides well-organized and logical explanations.	11	8%
5) The instructor provides clear objectives for the course.	23	16.8%
6) The instructor has increased my knowledge of the subject matter.	12	8.8%
7) The instructor encourages students to ask questions and participate in class	7	5.1%
8) The instructor maintains a classroom atmosphere of respect towards differing viewpoints.	8	5.8%
9) The instructor is willing to help students outside the class.	23	16.8%
10) Assignments and exams are closely related to the course content.	19	13.9%
11) What did you like best about this class?	23	16.8%
12) Would you or would you not recommend this instructor to a friend? Why?	38	27.7%
13) Additional Comments	5	3.6%
NA	52	38.0%

137 responses

Question # 6 was an open-ended question. In general, answers related to the student’s responsibility and expectations, student’s profile and instructor’s responsibility.