

**QUEENSBOROUGH COMMUNITY COLLEGE THE
CITY UNIVERSITY OF NEW YORK ACADEMIC
SENATE
ACADEMIC SENATE COMMITTEE ON PRE-COLLEGE, CONTINUING
EDUCATION & WORKFORCE DEVELOPMENT**

TO: Secretary, Academic Senate Steering Committee
FROM: Committee on Pre- College, Continuing Education, &
Workforce Development, Rommel Robertson,
Chairperson
SUBJECT: Annual Report
DATE: May, 31 2018

Committee Members: Rommel Robertson (Chairperson), Carol Goldfond
(Secretary), Mike Metaxas, Mary Ann Rosa, Alice Doyle,
Weinjian Liu

President's Liaison: Denise Ward

COC Liaison: OPEN

Steering Comm. Designee: Gabriel Lataianu

Student Representative: OPEN

Dates Met: December 13, 2017; April 25, 2018;
May 16, 2018

- The committee met in the fall on December 13, 2017. Committee chair, Dr. Robertson thanked returning members for their continued service to the committee and welcomed Dr. Gabriel Lataianu, the Steering Committee Designee, to the committee. Election for committee Chair was held and Rommel Robertson was unanimously elected Chair (Votes: 5:0). The Committee Bylaws Charges were reviewed with committee members and the Chair reported on the new ADA compliance guidelines for all committee documents submitted for publication on the college website.

The Chair requested volunteers to assume additional specialized roles on the committee to allow for greater efficiency in functioning of the committee and encouraged members to also document their specific roles on the committee in their annual activity reports. Two committee

members volunteered to be liaisons as described below:

- Carol Goldfond - Liaison to Vice President Denise Ward, receiving current and up-to-date information regarding new offerings and confirming that related academic departments have been consulted for their input.
- Alice Doyle - Liaison to the school's Webmaster, David Moretti, to provide assistance in ensuring submitted committee documents (i.e. agendas, minutes, annual reports etc.) are ADA compliant for posting on the Committee's web page.
- The V.P. Denise Ward of the Office of Pre-College, Continuing Education, and Workforce Development [PC-EC-WD] reported to the committee. V.P. Ward briefed current and new committee members on function of [PC-EC-WD] department. An update on new grants Awarded for the spring 2018 semester was given.
 - The NYSED Liberty Partnership Grant was referenced, from which the department has consistently received 4-5 grants per year for the past 25 years.
 - In addition, the NYSED Perkins Grant has awarded \$970,000 that will be distributed among 65 different major efforts with various academic departments such as Nursing, Massage Therapy, Business Electrical Technology, Music, and Workforce Development's Career Direct program.
 - The PC-EC-WD signed a contract for a Certified Recovery Addiction Mentor Program with St. John's Episcopal Hospital in Far Rockaway funded by the 1199 SEIU Training Fund, which provides training and development to private hospitals.
 - As per the recommendation of the Committee, VP Ward included a list of faculty teaching in the Workforce Development or Pre-College Grant Programs for the spring 2018 semester.
- V.P. Ward also updated the committee on new and continuing Tuition-Based Programs offered by the QCC division of Pre-College, Continuing Education and Workforce Development [PC-EC-WD] for Spring 2018.
- Professional Development
 - New Spring 2018 programs:
 - Dignity for All Student Act (DASA): - 6 -hour certification class designed to fulfill the harassment, bullying, cyberbullying, and discrimination prevention and

- intervention training required for certification and licensure under DASA.
- Home Health Aide: certification program approved by NYS Dept. of Education
- Preparatory Skills
 - New Spring 2018 program:
 - ESL Healthcare Bridge Program: free workshops designed to advance non-native English-speaking students further and faster into Healthcare Training Programs.
- Personal Enrichment
 - Apple: Welcome to the MAC- program covers the basic skills needed to take advantage of the features the MAC has to offer.
 - MAC i-Demonstrations: Stream Music & Share Photos
 - Headshot Photography: program designed to teach learners how to take better photos.
 - Understanding Your Medicare Options: Program designed to help Medicare beneficiaries and their families understand how Medicare works.
- Kids and Teens College
 - New Spring 2018 programs:
 - String & Wind Ensemble: for student ages 9+
 - QPAC for Kids
- In the Spring the committee held its second meeting on April 25, 2018. Committee chair, Dr. Robertson reported on ADA compliance updates to Committee documents on the Committee Website. The Chair also notified the committee of voluntary decision to step down as Committee Chair at the end of Spring 2018 but will remain in service of the committee to assist the new chair with transitioning into the new role. Election scheduled for May 16th 2018. Committee Secretary –Carol Goldfond- also notified the committee of her decision to step down from the committee effective the end of the Spring 2018.
- The V.P. Denise Ward of the Office of Pre-College, Continuing Education, and Workforce Development reported to the committee.
- V.P. Ward reported to the committee on the ongoing assessment of professional programs by program specific external accreditation agencies.
- VP distributed a report outline and described the New Tuition-Based Programs and New Grants Awarded for Summer 2018.

- V.P. Ward provided updates on the following Tuition Based Programs:
 - **For Adults**
 - *Books & Brunch Summer Reading Discussion*- a discussion of the 3 works by Geraldine Brooks and consideration of their place in her life's work.
Each Session: Caleb's Crossing, People of the Book, and The Secret Chord.
 - *History Series Topic: 1949: A Year of Change For America & Asia*
 - *Art History Series: Norman Rockwell*- a look behind the scenes of many of his works to see how they were developed.
 - *Dance: Dance, Dance, Dance, and then Dance some more!*
Introductory course to learn a new dance every week: Salsa, Rumba, Fox Trot, Swing, Tango etc.
 - *Tap Dancing: Introduction with Susan Agin*
 - **For Youths**
 - *Teen Music Clinic: String & Wind Ensemble*- a fun and entertaining side of STEMNICITY that will bring students and their instruments together and rehearse, culminating with an informal, fun concert.
 - *Biodiversity: Learning how science, the environment, and art work together*
 - *Teens College Summer Academy (TSCA) Academic Intern: Intern provides assistance in and out of classroom by working closely with TCSA teacher and TSCA coordinator*
 - Updates on Con't Ed. & Workforce Development Programs
 - *Massage Therapy Licensing Exam Prep: State Board Review Course for those who graduated from their massage therapy program.*
 - Updates on New Grants
 - *New Certified Recovery Peer Advocate program is designed to train recovering addicts with experience in substance use recovery programs for careers helping others in recovery.*
- The final meeting of the academic year took place on May 16, 2018. The committee welcomed Philip Nelan and Alison Cimino as newly elected members. The committee Chair thanked the three outgoing members for their service and contributions to the committee: Carol Goldfond, Mike Metaxas and Mary Ann Rosa. Elections were held to elect a new

committee Chair and Secretary. Alice Doyle and Alison Cimino were nominated to serve as chair and secretary, respectively. Alice Doyle was elected the new committee chair (5-0). Alison Cimino was elected the new committee secretary (5-0). The outgoing chair of committee expressed heart felt gratitude and appreciation to all members of the committee.

I would like to thank all the members of the committee for their support, the outgoing secretary, Carol Goldfond for her valuable assistance during the academic year and especially, I would like to thank Vice president Denise Ward for her thorough reports on the many programs and initiatives she oversees as Vice President of the office of Precollege, Continuing Education & Workforce Development.