

MINUTES OF THE ACADEMIC SENATE OF QUEENS COLLEGE March 12, 2009
Kiely Hall Room 170

1. The meeting will come to order:

Chair, Dean Savage called the meeting to order at 3:52 pm

2. Approval of Agenda:

i. MOTION: Duly made by Senator Barbara Moore and seconded:

“To approve the agenda”

ii. MOTION: Duly made by Chair Savage:

“To amend the agenda to add under New Business item”

7a. Student nominations for the Nominating Committee

Hearing no objection to the motion, the agenda was approved as amended.

3. Approval of Minutes:

MOTION: Duly made by Senator Barbara Moore and seconded:

“To approve the minutes dated February 5, 2009”

Editorial Change page 2, 3, Submission #22, 23, and 24 add:

Proposed for approval for Quantitative Reasoning.

Hearing no objection to the motion, the minutes were approved as amended.

4. Announcements, Administrative Reports and Memorials:

Senator Meghan Healey announced the spring production of “Anything Goes” will open on Friday, March 20 with performances thru March 29. Tickets are on sale now.

Senator Susan Cardenas announced that Frederick Schaffer, Sr. Vice Chancellor for Legal Affairs has accepted Dear Aunetitrakul to be on the CUNY-Wide Sexual Assault Policy Task Force.

Senator Emil Skandul announced there will be a Profession Staff Congress budget hearing on Thursday, March 19 in Benjamin Rosenthal Library, Room 320 all are invited to attend.

The Chair made the following announcements:

CUNY will participate in the National Survey of Student Engagement again this year. Faculty and students are urged to participate in this survey.

Proposed revision to the PSC CUNY awards program has sent out a draft. The two components that have changes are: 1. Proposed to shift from faculty an administrative program to one that is directly

(4. Announcements, Administrative Reports and Memorials continued)

supervised by the Provost on each campus. 2. Reduce the number of awards by having larger award amounts. A large percentage of students and faculty are serving as senators and are scheduling classes during the time of the Senate Meetings. The Chair asks that they do not do this in the future.

5. Committee Reports

5a. Report of the Executive Committee:

MOTION: Duly made by Parliamentarian Fields:

Bylaw Amendment: Be it Resolved that the Executive Committee be reclassified from a Standing Committee to a Special Committee by moving it from Article VII Section 24F to be Article VII Section 25C; and be it further

Resolved, that Article VII 24G,H,I,J,K,&L be renumbered as Article VII Sections 24 F,G,H,I,J,&K respectively.

Hearing no objection to the motion, the Parliamentarian Fields moved unanimous consent.

5b. Undergraduate Curriculum Committee

Editorial Change: UCC minutes dated April 2, 2009- PLAS Course 100 to ENSCI 100 should be listed as an NS-L course, not NS.

MOTION: Duly made by Professor Kenneth Lord:

“To adopt the Undergraduate Curriculum minutes dated – February 5, 2009

Editorial Change: Submission #41: History 103 remove
Extended Requirements Pre-Industrial Society (PI)

Hearing no objection to the amended minutes, Professor Lord moved unanimous consent.

1. Writing Intensive Subcommittee

- a. Writing Intensive Courses
 - i. History 200W.

2. General Education: PLAS courses (see qcpages.qc.cuny.edu/ctl/gened/geac/eDec08/)

Submission #41: HIST 103: American History, 1607-1865

Department Contacts: Frank Warren (frank.warren@qc.cuny.edu)

Area of Knowledge and Inquiry: Analyzing Social Structures (SS)

Context of Experience: United States (US)

[[Abstract](#)] [[Justification, Materials, Assessment, Administration \(DOC\)](#)]

[\[Syllabus/Syllabi \(DOC\)\]](#)

Submission #42: HIST 102: Modern Europe, 1815-Present

Department Contacts: Frank Warren (frank.warren@qc.cuny.edu)

Area of Knowledge and Inquiry: Analyzing Social Structures (SS)

Context of Experience: European Traditions (ET)

[\[Abstract\]](#) [\[Justification, Materials, Assessment, Administration \(DOC\)\]](#)

[\[Syllabus/Syllabi \(DOC\)\]](#)

Submission #43: HIST 101: Early Modern Europe 1500-1815

Department Contacts: Frank Warren (frank.warren@qc.cuny.edu)

Area of Knowledge and Inquiry: Analyzing Social Structures (SS)

Context of Experience: European Traditions (ET)

[\[Abstract\]](#) [\[Justification, Materials, Assessment, Administration \(DOC\)\]](#)

[\[Syllabus/Syllabi \(DOC\)\]](#)

Submission #44: HIST 104: United States History 1865-Present

Department Contacts: Frank Warren (frank.warren@qc.cuny.edu)

Area of Knowledge and Inquiry: Analyzing Social Structures (SS)

Context of Experience: United States (US)

[\[Abstract\]](#) [\[Justification, Materials, Assessment, Administration \(DOC\)\]](#)

[\[Syllabus/Syllabi \(DOC\)\]](#)

3. Music (08-29)

a. New Course:

Music 229 . Introduction to the Alexander Technique.

3 hrs., 2 crs. Prerequisite: Open only to students enrolled in the Aaron Copland School of Music.

The principles and concepts of the Alexander Technique and their relation to playing an instrument and to singing. Students will learn how to reduce and prevent neck, back and shoulder pain, tendonitis and repetitive strain injuries which are all common injuries for musicians. Students will also become aware of physical habits of misuse and anxiety that impede performance and will be shown how to transform those habits into improved breathing, moving with greater ease, and allowing for fuller emotional availability and expression.

(5b..Undergraduate Curriculum Committee minutes continued)

4. Accounting (09-01)

a. New course

ACCT 398. Internship.

140 hr.; 3 cr. Prereq: Permission of chair. Open only to Accounting majors who are at least lower seniors with a major GPA of at least 3.0.

Under the supervision of a full-time faculty member in Accounting, students will complete at least 140 hours of work at an approved accounting firm. Students will keep a daily log of activities, read two books approved by the faculty mentor, preparing book summaries of 5 – 8 pages each, and will meet bi-weekly with the faculty mentor to assess progress. Students will write a final research paper of at least 20 pages on a topic relevant to the nature and scope of the internship, and which has been approved by the faculty mentor. The internship may be used as one of the “Group A” electives required for the major in Accounting and Information Systems.

5. Secondary Education and Youth Services (09-02)

a. Change in course prerequisite and course description: To Read:

SEYS 370.4-374.4 Student Teaching in _____ for Middle and High School. 4 cr., 6 hrs. per day or its equivalent. Prereq.: Permission of the department, including a minimum GPA of 3.0 in English and social sciences (except economics) majors and a minimum GPA of 2.75 in mathematics, science, economics and foreign languages majors. All students must maintain a minimum grade of B in the methods course (SEYS 360-364) and a minimum average GPA of 3.0 in all SEYS courses: SEYS 201W, 221, 340, 350 (unless a student’s program combines SEYS 350 with student teaching), SEYS 360-364, SEYS 370.4-374.4), and 370.2-374.2. Coreq.: The subject-specific curriculum and assessment course from SEYS 380–384. School-based teaching experiences are provided that prepare student teachers to effectively teach students at both the middle and high school levels. (Student teachers may have two placements, one in middle/junior high school and the other in high school.) They teach under the guidance of a cooperating teacher and a college-based supervisor at each school. In order to be recommended for Initial certification through the college, students must earn a minimum of a B grade in student teaching.

b. Change in requirements for the major. To Read:

Prospective middle, junior high, and senior high school teachers major in an approved liberal arts and sciences major for New York State certification and complete a minor in secondary education. Students must file a minor declaration card for secondary education with the registrar, and meet with a department advisor. All students must maintain a 3.0 average in secondary education courses and meet the graduation requirements of the college. SEYS minors with majors in English and social sciences (except economics) must maintain a minimum 3.0 GPA in the major department. SEYS minors with majors in mathematics, science, economics and foreign languages must maintain a minimum 2.75 GPA in the major department. To be admitted to the methods class (SEYS 360-364) candidates must demonstrate that they can meet course and GPA requirements for student teaching by the next semester. To be placed for student teaching in SEYS 370, students must have passed the methods

(5b. Undergraduate Curriculum Committee minutes continued)

course (SEYS 360-364) with a minimum grade of B and all SEYS courses: SEYS 201W, 221, 340, 350 (unless a student's program combines 350 with student teaching), 360-364, and 370.2 – 374.2 with a 3.0 average and completed a minimum of 24 credits of the major. In order to be recommended for Initial certification through the college, students must earn a minimum of a B grade in student teaching.

6. History (09-03)

a. Addition to LASAR Pre-Industrial/Non-Western Civilization.

- i. History 144. Early South Asia
- ii. History 145. Modern South Asia.

7. Philosophy (09-04)

a. Change in Prerequisites. To Read:

PHIL 160. Business Ethics.

3 hr.; 3 cr.

Classical and contemporary ethical theories are applied to the policies and practices of domestic and international business, with the end in view of considering, or establishing, criteria by means of which such policies and practices might be realistically evaluated, morally and ethically. Relevant topics may include the relationship between law and ethics; duties and responsibilities among employers, employees, stockholders, the public, and the environment; and issues involved in hiring, retention, marketing, investment, information disclosure, accounting, and advertising.

5.b.i. **Report to the Academic Senate on General Education Synthesis Courses-March 5, 2009**

Withdraw: Resolution #1& 2 General Education Requirements Fall 2009

i. MOTION: Duly made by Professor Kenneth Lord:

“To accept the Alternate Resolution for discussion Item #1 only”

1. General Education Requirement effective Fall 2009:

After completion of at least 60 credits, all students are required to complete at least one junior-or-senior level course at Queens College designated as a “Synthesis” course.

ii. MOTION: Duly made by Senator Frank Warren:

“To call the question”

Motion ii. passed (Yes 48, No 0, Abstain 3)

Motion i. failed. (Yes 25, No 26, Abstain 2)

Academic Senate Minutes – March 12, 2009

(5. Committee Reports Continued)

5c. **Graduate Curriculum Committee:**

i. MOTION: Duly made by Steven Schwarz, A /Interim Assoc. Provost:

“To accept the Graduate Curriculum Minutes dated –February 11, 2009

Hearing no objection to the motion, Steven Schwarz moved unanimous consent.

QUEENS COLLEGE GRADUATE CURRICULUM COMMITTEE

MINOR CHANGE FORM

Department: Aaron Copland School of Music

Department Contact: Henry Burnett

Telephone Number: 3858

Date Approved by Departmental Curriculum Committee: 10/10/2006; Resubmitted 12/12/08

1) Please note the type of change being requested:

Change in Course number: [X]

Change in course title: []

Change in course hours: []

Change in course credits: []

Change in course prerequisite or corequisite: []

Change in course description: []

Course withdrawal: []

Please list the course as previously passed by the Academic Senate (Include the course number, title, hours, credits, prerequisites, corequisites and description.) Bracket the material that you wish changed or eliminated :

Survey of Repertory for Major Instruments and Voice

[799.1.] 2 hr; 1 cr. String Repertory

[799.2.] 2 hr.; 1 cr. Woodwind Repertory

[799.3.] 2 hr.; 1 cr. Brass Repertory

[799.4.] 2 hr.; 1 cr. Piano Repertory

[799.5.] 2 hr.; 1 cr. Vocal Repertory

[799.6.] 2 hr.; 1 cr. Percussion Repertory

2) Please state the course as you wish it to read in the future, with number, hours, credits, *etc.* Eliminate whatever was bracketed above, and underline new material you are substituting or adding.:

747. 2 hr; 1 cr. String Repertory

748. 2 hr.; 1 cr. Woodwind Repertory

749. 2 hr.; 1 cr. Brass Repertory

721. 2 hr.; 1 cr. Piano Repertory

751. 2 hr.; 1 cr. Vocal Repertory

752. 2 hr.; 1 cr. Percussion Repertory

3) Please give a justification for the change.

The Music School is currently in the process of changing all course numbers with numerical extensions to whole numbers without extensions. We believe that we are in compliance with the wishes of the College Curriculum Committee (graduate and undergraduate) in this matter.

QUEENS COLLEGE GRADUATE CURRICULUM COMMITTEE

REQUEST FOR NEW COURSE

Department: Graduate School of Library and Information Studies

Department Contact: Virgil L.P. Blake

Telephone Number: 3790

Date Approved by Departmental Curriculum Committee: <Insert>

Please note: Append a syllabus and course outline. The syllabus must follow the attached GCC guidelines.

Please state the course as follows:

Course number and title: LBSCI 764 Instructional Technologies for Information Literacy

hours and credits: 3 hours 3 credits

prerequisites or corequisites: Prereq. or coreq.: GSLIS 700 or 706, 702, 703.

description (as it should read in the Graduate Bulletin):

LBSCI 764. Instructional Technologies for Information Literacy. 3 hr.; 3 cr. Prereq. or coreq.: GSLIS 700 or 706, 702, 703. Evaluation, selection, and utilization of appropriate instructional technologies to serve the needs of all members of the school community. Emphasis on information literacy and methods and formats supportive of diverse learners.

Rationale (Please include an explicit statement regarding how you expect this new course to fit into your graduate program.):

GSLIS 763, Non-Book Materials: Sources and Services is no longer a timely address of library resources. It was based on an earlier paradigm which separated print from digital and other non-print resources. A more timely address of resources is according to their value and appropriateness for a particular situation and population. All resources, therefore, will be addressed in GSLIS 765. LBSCI 764 will address how the appropriate instructional technologies can be implemented so that resources

become tools for teaching and learning in the school library. In particular, methods of teaching information literacy will be emphasized as well as methods and formats that support students with diverse needs and backgrounds.

Projected Enrollment: 20

Projected Frequency: 1

On-line Instruction (If any or all class instruction is to be held on-line, please describe the rationale for this approach. Discuss the skills/training required of the instructor, and describe how instructor and students will interact on-line.): na

Graduate courses for 3 credits typically meet 3 hours per week, the “2 hour plus conference” being an exception. If the proposed course is a “2 hour plus conference” course, please give a detailed rationale explaining why this format is appropriate. na

If this course will require additional costs, such as additional faculty, special facilities (laboratory, computer, library facilities), please attach a description and rationale. na

5d. **Campus Affairs and Environment Committee:**

MOTION: Duly made by Professor Alexandra deLuise, Chair of Campus Affairs and Environment Committee:

Note: No reading day Fall2009/Spring 2010

“To accept the Academic Calendar – Fall 2009- Spring 2010”

Hearing no objection to the motion, the Chair moved unanimous consent.

5e. **Nominating Committee:**

MOTION: Duly made by Senator Susan Cardenas:

“To accept the Nominating committee report dated March 12, 2009”

Hearing no objection to the motion, the Chair moved unanimous consent.

1. The following graduate student was nominated to fill the OPEN seat on the **Graduate Curriculum Committee:**

Gregory Lawson SS (to December 2010)

2. The following graduate student was nominated to fill the OPEN seat on the **Dean of Education Search Committee:**

Zelam Dadarkar Ed.

5f. **Teaching Excellence and Evaluation Committee:**

MOTION: Duly made by Professor Susan Croll:

“To accept the Suggestions for an Effective Syllabus”

Whereas the State of New York Department of Higher Education lists course syllabi as necessary for compliance with accreditation for institutions of higher education, and whereas

Whereas the Teaching Excellence and Evaluation and Undergraduate Curriculum Committees of the Queens College Academic Senate believe that it is pedagogically preferable for students to understand learning objectives and/or expectations for any course they take and

Whereas most colleges and departments use course syllabi to evaluate transfer credits and

Whereas syllabi represent an important tool for curriculum committees to evaluate the suitability of various courses for general education goals and

Whereas, syllabi have become increasingly important during accreditations-based and non-accreditation based assessments of academic success

We, the Queens College Academic Senate do hereby strongly urge that syllabi be prepared and distributed for all courses except for independent studies and one-to-one mentorships.

We further recommend the following guidelines for preparing syllabi:
(http://qcpages.qc.cuny.edu/provost/Cur_stud/ModelSyllabus2009MARCH12.htm)

Hearing no objection to the motion, Professor Susan Croll moved unanimous consent.

6. Old Business (none)

7. New Business:

MOTION: Duly made by Senator Daniel Muchnick:

To nominate the following two students for the OPEN seats on the **Nominating Committee**:

Mahtab Nipu	M&NS	(to December 2010)
Firuz Uddin	ED	(to December 2009)

Hearing no objection to the motion, and pending approval of the Nominating Committee, Senator Muchnick moved unanimous consent.

MOTION: Duly made by Parliamentarian Fields:

“To adjourn”

The meeting was adjourned at 5:10 p.m. The next Special Academic Senate meeting will be on Thursday, April 2, 2009.