

## MINUTES OF THE ACADEMIC SENATE OF QUEENS COLLEGE    May 8, 2014

### **The meeting will come to order:**

Chair, Roberta Brody called the meeting to order at 3:44 p.m.

### **1. Approval of Agenda:**

Chair Brody entertained a motion to approve the agenda, which was then moved and seconded.

- i. MOTION: Duly made by Chair Roberta Brody:

“To approve the Agenda”

Hearing no objection to the motion, the Agenda was approved as distributed.

### **2. Approval of Minutes:**

- i. MOTION: Duly made by Chair Brody:

“To approve the Minutes dated April 10, 2014”

Hearing no objection to the motion the minutes were approved as distributed.

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

### **3. Announcements, Administrative Reports and Memorials:**

1. Chair Brody announced that next week is the first meeting of the new senate and elections will be held for Chair, Deputy Chair, Secretary and Executive Committee members.
2. Senator Sanudo thanked Chair Brody for the past four years as Chair of the Senate and presented her with a plaque of appreciation. Chair Brody thanked all the Executive members for their hard work along with all committee chairs and their members.
3. Senator Cartwright announced the passing of Professor Emerita Leo Kraft, a former Queens College professor for over 40 years at the Aaron Copland School of Music. He was mentor to many and a composer and writer of music theory.

The Senate paid its respect with a moment of silence.

4. Naveed Husain, Assistant Vice President and Chief Information Officer of OCT, announced the sudden passing of Dr. Valery Morris, from the department of Chemistry and Biochemistry. She was married to Stuart Schaffer from the Office of Converging Technologies.

The Senate paid its respect with a moment of silence.

5. Senator Christos Ioannides announced the passing of Professor Emerita Angela Hero who died recently at the age of 88. She came to Queens College in 1977 where she taught Byzantine history at

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(3. Announcements, Administrative Reports and Memorials continued)

the Center for Byzantine and Modern Greek studies. She is survived by her two sons, four grandchildren and brother.

The Senate paid its respect with a moment of silence.

### 4. Special Motions (none)

### 5. Committee Reports

#### 5a. Undergraduate Curriculum Committee

##### Corrections to the Minutes

Page 2- Item # 1. ELL should be HLL

Page 2- Item # 1. prereq. Strikeout ~~201~~ ~~or~~ in the from section

Page 9- 6<sup>th</sup> paragraph Graphic Design course ~~193~~ should be stricken from the list

Page 11. 1<sup>st</sup> paragraph strikeout course ~~279~~.

Page 11. to read section: strikeout course ~~279~~

Page 12. Item i. Arts 241 to read section, strikeout course ~~241~~ replace with 242.

MOTION: Duly made by Professor Kenneth Lord, Chair of the UCC:

“To accept the Undergraduate Curriculum Committee minutes dated –April 10, 2014 as amended”

Hearing no objection to the amendments, Professor Ken Lord moved unanimous consent.

#### A. General Education

Numbered proposals available for review at [senate.qc.cuny.edu/Curriculum](http://senate.qc.cuny.edu/Curriculum)

1. General Education Advisory Committee  
*No report.*
2. Mathematics and Quantitative Reasoning Advisory Committee  
*No report.*
3. Writing Intensive Advisory Committee.  
*No report.*
4. STEM variant courses.  
*None.*

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(5a. UCC minutes continued)

### B. Curriculum Changes

#### 1. HLL (#693)

- a. Change in prerequisite and description.

To Read:

SPAN 215. Spanish Conversation.

3.0 lec.; 3.0 cr.; Prereq.: SPAN 201 or 204 or permission of the Department.

Intensive practice in spoken Spanish providing practical use of the language with emphasis on oral-aural techniques, leading toward fluency in speaking. The goal of this course is to enhance the development of communicative competence in Spanish. Although the emphasis is on speaking and listening skills, reading and writing assignments are an important part of the syllabus. Certain grammar points are reviewed, but communicative competence is not measured by grammatical competence alone. Fluency, pronunciation, strategic competence such as paraphrasing skills, and an extensive active vocabulary are all equally important when learning to master a second language. Students will be asked to self-assess their own progress towards established goals at different intervals throughout the semester.

#### 2. CMAL

- a. Change in title.

To read:

Arabic 305. Advanced Arabic I

- b. Change in title.

To Read:

Arabic 306. Advanced Arabic II

#### 3. PSCI

- a. Change to a Major: Political Science

To Read:

Requirements for the Major in Political Science (Major Code 086)

Required

31 credits in political science, including **three** of the following courses: PSCI 100, 101, 102, 103, 104, and 105; and a seminar plus 18 elective credits in political science courses. No more than four 100-level courses may be counted toward the requirements of the major. The introductory course in each category is, on principle, a prerequisite for the intermediate courses and seminars in each category.

#### 4. Sociology

- a. Correction to an item previously approved.

To Read:

SOC 334. Methods of Social Research

3 hr lect 3 hr lab.; 4 cr.

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(5a. UCC minutes continued)

### 5. Psychology

Change to a Major: Psychology

To read:

#### Requirements for the Major in Psychology (Major code 090)

Required: A minimum of 36 credits in psychology, including PSYCH 101, 107, 213W, and one advanced research course from among PSYCH 311–321. PSYCH 101 is a prerequisite for all courses in psychology, with the single exception of PSYCH 107, Statistical Methods. PSYCH 107 is prerequisite for PSYCH 213W, Experimental Psychology, which in turn is prerequisite for any advanced experimental course. Thus, it is important that students who are majoring in psychology take PSYCH 107 and 213W early in their college career. Of the elective courses, students must take two from the list of courses presented below. These advanced courses have prerequisites in addition to PSYCH 101.

Advanced course list: 323,327,334,336, 341,345,346,347,349,352,353,354,357,358, 359, 360, 361, 362.

At least half of the courses in the major, including the advanced experimental research course, must be taken at Queens College. In order to graduate with a major in psychology, psychology majors must obtain at least a grade of a C or higher in each of the required Psychology Majors courses totaling 16 credits (i.e., PSYCH 101, 107, and 213w; 1 course from the Advanced Experimental courses – PSYCH 311, 312, 313, 314, 316, 317, 318, 319, 320, & 321).

Psychology Majors must also obtain at least a grade of C- or higher in each of the elective Psychology Major courses totaling 20 credits that will count toward the Psychology Majors degree.

Blanket credits given to transfer students as PSYCH 499 may not be counted toward the major or minor in psychology.

Psychology majors cannot take a Psychology class for a P/NC grade.

There is a limit of 8 credits of the following courses: PSYCH 325, 326, 327, 391, and 392 with the added restriction that no more than 6 credits be taken with the same instructor.

Psychology majors are strongly advised to provide themselves with a diversified academic background by taking courses in a wide range of departments. In particular, they are advised to take: (1) a minimum of one semester of college-level mathematics; (2) a minimum of one year of natural science, of which one semester should be biology; (3) a minimum of one year of social science, of which one semester should be either sociology or anthropology; (4) a minimum of one semester of philosophy.

### 6. MUSIC

#### a. New course

MUSIC 314 Recording Studio Fundamentals

3 hours, 3 credits

An introductory survey of modern music production and recording techniques. Students will learn basic techniques for creating digital audio content, including simple MIDI and virtual instrument techniques, stereo recording techniques, digital audio editing, and session file techniques. Students will complete a series of individual and group projects to understand the various aspects of the production process.

#### b. New Course.

MUSIC 315 Audio and MIDI Sequencing 1

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3 hours, 3 credits

Prerequisite or corequisite: Music 314, or Permission of Instructor, or equivalent study

The basics of digital sequencing using Virtual Instruments/MIDI and Audio files inside a modern digital audio workstation to establish a strong foundation for further studies in composition and production.

Through weekly assignments, students learn to work in a digital audio workstation (DAW) environment.

Students will learn to input and edit notes as well as continuous controller automation to create expressive music. Students will master file import, quantizing, and time stretching of audio files. They will then learn to integration of those tracks with virtual instruments as an introduction recording live audio. This class will emphasize content creation.

c. New Course.

MUSIC 316. Audio and MIDI Sequencing 2.

3 hr., 3 cr. Prereq.: MUSIC 315 or permission of instructor

Advanced concepts of digital sequencing, advanced study of the DAW environment, sampler programming, recording live audio and advanced mixing techniques. Students learn different sequencing techniques to improve their musical compositions.

d. New Course

MUSIC 100. Recital Attendance.

0 hours, 0 credits

Recital Attendance is a zero-credit course designed to expose music students to a variety of live performances at the Aaron Copland School of Music. Undergraduate music majors are required to complete six semesters of recital attendance starting in their first semester at Queens College. Students must attend a minimum of 10 concerts or recitals for each of the six semesters but it is encouraged that students continue to attend concerts even after the course requirement has been completed. Repeatable for zero credit each semester. The course is graded on a P/F basis.

## 7. ELL

a. Change to a major: French

To Read:

Required: 36 credits taken above the FREN 203 level. Successful completion of FREN 205, 206, 224, 228, two 300-level courses, and one course from the “Eurocourse” category. Students are advised to complete FREN 206 or 228 before enrolling in advanced (FREN 300-level) literature courses. Students should choose courses for the remaining 15 credits in consultation with the undergraduate advisor. No more than three courses taught in English, including the required “Eurocourse,” on relevant aspects of French culture may count toward the major.

b. Change to a minor: French

To Read:

The minor consists of 15 credits in French beyond the level of FREN 203, chosen in consultation with a departmental advisor. Students may take one class taught in English on relevant aspects of French culture.

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- c. Change to a major: Italian

To Read:

Required: 36 credits taken above the ITAL 203 level; successful completion of ITAL 207, 208, 209, 224, two 300-level courses, and one course from the “Eurocourse” category. Students are advised to complete ITAL 224 before enrolling in advanced ITAL 300-level courses. Students should choose courses for the remaining 15 credits in consultation with the undergraduate advisor. No more than three courses taught in English, including the required “Eurocourse,” on relevant aspects of Italian culture may count toward the major.

- d. Change to a minor: Italian

To Read:

15 credits above ITAL 203. Students may start with any course above ITAL 203. Prospective minors should consult with the undergraduate advisor in order to plan a program. Students may take one class taught in English on relevant aspects of Italian culture.

### 8. Physics

- a. Change to a major: The Applied Physics option–Bachelor of Arts Degree (concentration code 08B)

To read:

Core requirements

PHYS 145.1, 145.4, 146.1, 146.4, 233, 235, 237, 242, 260, 265, 310, and 377.

Elective requirements

Three 3- or 4-credit physics courses at the 200 level or above (excluding PHYS 204 and 207) and one 3- or 4-credit science/mathematics course approved by the department.

Math requirements

The calculus sequence through MATH 201.

- b. Change in hours

To Read:

ASTR 2. General Astronomy with laboratory.

3 lec., 2 lab. hr.; 4 cr

Introductory course. General concepts of astronomy, planet and solar system formation, lives and deaths of stars, and observational cosmology including the Big Bang Model. The laboratory includes analysis and interpretation of astronomical data and observations. Included as a part of the laboratory are computer simulations of modern astronomical equipment. Not open to students who have passed ASTR 1. (SCI)  
Fall, Spring

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### 9. Studio Art

- a. Change to the major.

To Read:

The department offers a Bachelor of Science in Graphic Design that prepares students for careers or graduate study in the rapidly evolving field of graphic design. ~~Coursework emphasizes the basic principles of design as well as the constantly changing technology used in the field. This program prepares students for a variety of professions in print and multimedia. Coursework offers a solid foundation in design methodology using industry-standard technology across a variety of media.~~

Transfer students who want to major in graphic design must present a transcript, or a transcript and portfolio, to the Graphic Design faculty for evaluation. Except as specifically exempted by portfolio review, all transfer students must take ARTS 246, 345, and 395, along with three electives chosen from ~~205, 207, 210, 211, 212, 213, 214, 215, 217, 221, 242, 245, 247, 248, 257, 259, 277, 278, 279, 286, 287, 289, 290, 269, 296, 347, 358, 359, 370, 393~~ at Queens College. Up to 15 studio credits may be granted toward the major. In addition, students may receive as many additional blanket studio credits as permitted by the BS degree, which requires that at least half the degree credits be in liberal arts.

Students who wish to major in Graphic Design must meet with an advisor prior to declaring the major. Admission requirements include a minimum overall GPA of 2.75 or approval by portfolio review. Program standards for satisfactory progress require students to maintain a GPA of 2.75 or better within the major and receive no grade lower than C in any requirements for the major. Students accepted into the major are requested to meet with an advisor once each semester to ensure adherence to major requirements. A laptop computer is strongly encouraged for students majoring in graphic design.

#### GRAPHIC DESIGN (ARTGD-BS)

For the BS degree (total of 60 credits), a student must complete the following basic sequence:

Art History Core Courses (9 credits)

ARTH 101,102, plus one electives: from the following: ARTH 200–299, MEDST 144, 146.

Graphic Design Required Courses (30 credits)

~~ARTS 474, ARTS189, ARTS190,~~ 191, 193, 241, 242, ~~243,~~245, 246, 345, 395.

Graphic Design Elective Courses (21 credits) Seven of the following courses:

ARTS 157, 165, 171, 187, 188, ~~489, 493,~~ 195, 205, 207, 210, 212, 213, 214, 215, 217, 221, 247, 248, 249, 257, 269, 277, 278, 279, 286, 287, 289, 290, 296, 347, 358, 359, 370, 393. Three of the six electives must be taken from the upper division courses ARTS 247 or higher.

- b. Change to the minor in Digital Graphics.

To Read:

Digital graphics (Minor code ~~63-ARTDG-MIN~~)—Required: 21 credits

Seven courses from ARTS 157, 165, 188, 189, 190, 191, 193, 195, 205, 207, 210, 211, 212, 213, 214, 215, 217, 221, ~~243, 249,~~ 277, 278, 279, 286, 287, 290, 393. ARTS191 or the equivalent (InDesign, Illustrator and Photoshop) is required as the first course of the minor.

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- c. Change to the minor in Graphic Design.

To Read:

Graphic Design (~~Minor code 61-ARTGD-MIN~~)—Required: 21 credits

ARTS 190, 191, 241, plus any four from ARTS 189, 242, 245, 246, 248, 249, 269, 286, 289, 290, 296, 357, 370, 387, 393.

Note: BA in Studio Art or Art Ed. Majors, and all BA students with more than 9 nonliberal arts credits, are not eligible for this minor. (BFA majors are eligible.)

- d. Change to the minor in Animation and Illustration

To Read:

Animation and illustration (ARTSAI-MIN) —Required: 21 credits

Seven courses from ARTS 187, 188, 190, 193, 207, 210, 213, 215, 221, 247, 257, 259, 279, 290, 347, 359, 393. Students should have previous experience in drawing (ARTS 151, or equivalent). Note: The following students are not eligible for this minor: BA in Studio Art or Art Ed. majors and any BA student with more than 9 non-liberal arts credits. BFA and BS in Graphic Design majors are eligible.

- e. Change to the minor in Digital Moviemaking and Imagemaking.

To Read:

Digital Moviemaking and Imagemaking (ARTSDM-MIN) —Required: 21 credits

Seven courses from ARTS 157, 165, 207, 210, 217, 221, 225, 235, ~~279~~, 287, 290. Note: The following students are not eligible for this minor: BA in Studio Art or Art Ed. Majors and any BA student with more than 9 non-liberal arts

credits. BFA and BS in Graphic Design majors are eligible, but they cannot use courses applied to their major to satisfy this minor. Instead, additional courses must be taken.

- f. Change in description.

To Read:

ARTS 189. Web Design 1. 4 hr.; 3 cr. An introduction to web design focusing on information architecture, navigation systems, user interface, and production. Students are required to have access to a Mac computer with Adobe InDesign, Illustrator, Photoshop, and Dreamweaver and, if possible, Flash and Fireworks. (Computers with this software should be available in the computer labs on campus if you do not own these applications). A portable flash drive that holds at least 4GB and access to a color laserjet or inkjet printer are also required.

- g. Change in description.

To Read:

ARTS 193. VT: Introduction to Digital Animation. 4 hr.; 3 cr. Introduction to digital animation using an industry-standard program such as Flash or Toom Boom Studio. Topic will be announced before registration.

- h. Change in title and description.

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To Read:

ARTS 207. Introduction to Video Editing I.  
4 hr.;3 cr.

Introduction to video editing using Adobe Premiere or industry standard software. Prior experience in digital moviemaking, ARTS 157 or equivalent, is recommended.

i. Change in prerequisite and description.

To Read:

ARTS 241. Graphic Design I.  
4 hr.; 3 cr. Prereq.: ARTS190 and ARTS191  
An introduction to principles of graphic design, including the development of graphic form to convey meaning, strategies for idea generation and development of unique concepts. The first in a series of core classes for the major.  
Majors are encouraged to take this course with ARTS 244 242 and ARTS243

j. Change in prerequisite and description.

To Read:

ARTS 242. Typography I.  
4 hr.; 3 cr. Prereq.: ARTS191  
Introduction to typography, mainly intended for graphic design majors and minors. Majors are encouraged to take this course with ARTS 241 and ARTS243.

k. Change in description.

To Read:

ARTS 246. Graphic Design II . 4 hr.; 3 cr. Prereq.: ARTS 241. A continuation of ARTS 241 with a new emphasis on the use of research methods, critical thinking, oral presentation, and writing skills as part of the design process. Assignments may include three dimensional, time-based, interactive, and large-scale projects. In addition to the prerequisite, graphic design majors should have completed ARTS 242 and 243. Majors are encouraged to take this course with ARTS 245.

l. Change in prerequisite.

To Read:

ARTS 248. Book Design and Production.  
4 hr.;3 cr. Prereq.: ARTS 241 and ARTS242.  
Introduction to the design and production of printed books.

m. Change in prerequisite and description.

To Read:

ARTS 286. Interaction Design. 4 hr.; 3 cr.  
Prereq.: ARTS 241 and ARTS242;  
Students create relationships between people, products and services (from computers to mobile devices, appliances and beyond) through research, analysis, prototyping, and design.

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- n. Change in prerequisite and description.

To Read:

ARTS 289. Publication Design.

4 hr.; 3 cr. Prereq.: ARTS 241 and ARTS242.

The design of magazines, newspapers, and other periodicals considered from theoretical, practical, and technical aspects. Class assignments include projects involving typography, grids, color; information graphics; branding; working with writers/editors; as well as scheduling, production, and printing considerations.

- o. Change in prerequisites and description.

To Read:

ARTS 290. Motion Graphics.

4 hr.; 3 cr. Prereq.: ARTS 241 and ARTS242.

Motion graphics can move an audience emotionally and have a significant impact on society through its affect on our senses of sight and hearing. An introduction to Adobe After Effects; projects include animations for websites, commercials and cinema.

### 10. Film Studies

- a. Change to the major.

To read:

The major consists of 36 credits.

**Required (15 credits):** MEDST 143, 144, 200, 240/240W, 341/341W.

**Electives (21 credits, at least one of which must be designated a “W” course):** MEDST 146, 244, 245, 263, 265, 281 (film topics) , 243, 310, 342/342W\*, 343/343W, 344/344W\*, 345/345W, 346/346W, 381/381W (film topics); CMLIT 241; ENGL 280, 285; EURO 250, 250W\*; FREN 250, 250W; GERM 250, 250W; HIST 370; ITAL 250, 250W; PHIL 105; PSCI 228; RUSS 244, 244W; SOC 249.

\*May be taken twice for credit if course content changes.

**Note:** A minimum grade of C is required in order for a course to be counted toward the major.

### 11. Physics

- a. Change to the major.

To Read:

The BA degree in physics prepares students for careers in a wide variety of technical disciplines, for graduate school in physics or engineering, or for a science teaching career. The physics curriculum provides students with superior analytical skills and a thorough grounding in the underpinnings of the various sciences. Courses cover the topics of mechanics, thermodynamics, electromagnetism, optics, relativity, quantum mechanics, and specialized topics in classical and modern physics. Experimental skills are developed in several laboratory courses. Electives address topics such as electronics, telecommunications, astronomy, and applied optics. Qualified undergraduates may take graduate-level courses, and may participate in internationally respected experimental and theoretical research efforts within the department. The BA degree may be obtained by taking evening courses. The department also offers a BS degree, a minor, a major in physics education, and a pre-engineering program, as described below. A student who has started as a non-physics major and taken PHYS 121 and 122, or PHYS 103 and 204, is requested to see the chair before starting intermediate courses in physics. See the box on the

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next page for the specific requirements for each major. For all major codes all courses credited toward the physics major must be completed with a grade of C– or better. No course may be taken more than twice, and credit will be given only once for the same course except where otherwise noted in the course description.

### 12. History

#### a. New Course

HIST 279. The History of Asian American Communities.

3 hours, 3 credits. Prerequisite: None.

An overview of historical and contemporary Asian American communities, the formation of an Asian American identity around common cultural elements and social issues, and the role of Asian Americans as members of multicultural America.

#### b. Change in title and description.

To read:

HIST 308. Women, Sex and Gender in Modern Europe.

3 hr., 3 cr. Prerequisite: none.

This course puts gender at the heart of the story of Europe since the 18th century. It explores the history of marriage; women and work; changing notions of femininity and masculinity; reproduction, motherhood, and sexuality; and gender and politics, including women's suffrage, revolutions, and fascism.

### 13. LCD

#### a. Change to a Major: Communication Sciences & Disorders Program

To Read:

Requirements for the Majors in Linguistics & Communication Disorders  
Communication Sciences and Disorders

LCD 105, 106, 110, 207, 208, 216, 309, 316, 322, 323, and 330 courses are only open to students admitted to the Communication Sciences and Disorders major through the program's competitive admissions' process.

Required: First Level: LCD 105, 106, and 110 (These three courses must be completed with a GPA of 2.6 (B-), before the student can enroll in LCD 207, 208, or 216. Students may retake at most one 100-level course, one time.

Required: Second Level: LCD 207, 208, 216 (each with a grade of B- or better), and LCD 283. Students may retake at most one 200-level course, one time, if they received a grade below B-.

Required: Third Level: LCD 309, 316, 32, 323, and 330 (no more than three of these courses should be taken in a semester). Students may retake at most one 300-level course, if they received a grade of C- or below: PSYCH 214

Electives: One of the following: LCD 120, 130, 205, 206, 392; PSYCH 221, 359; SOC 211.

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Note: No course will count toward this major with a grade lower than C-

### 14. New Major in Chinese Education.

Description: The major in Chinese Education is intended for undergraduates who would like to become initially certified in Secondary Education (grades 7-12) with a concentration in Chinese (Mandarin). Students must register as dual majors in Education and in Chinese. The program consists of the major in the language (39 credits); 15 credits of core education courses, and 12 credits of professional education courses.

Admission requirements and ongoing requirements:

Prior to acceptance into the program candidates will be screened for minimal GPA requirements and receive an orientation when they visit the SEYS department to register for the program to gain information about ongoing and minimal performance levels.

Candidates must qualify for the professional sequence at the beginning of the senior year which match those of the other language education programs as follows:

To be eligible for the Initial Clinical Experience (ICE) in fall semester of the senior year students must

- (1) pass 201W, 221, 340, and ECPSE 350 with a combined 3.0 average;
- (2) receive a B or higher in SEYS 364
- (3) complete a minimum of 24 credits in the Chinese major
- (4) score of at least “intermediate high” on both the Oral Proficiency Interview (OPI) and the Writing Proficiency Test (WPT) which are subject professional association recommendations for candidates in the language education accreditation program (CAEP standards).
- (5) minimum 2.75 GPA in Chinese courses, 3.0 in SEYS, and Queens College overall GPA of 2.5

To continue to the spring semester of the senior year and student teaching students as well as qualify for certification students must meet the following requirements:

- (1) Maintain a minimum 3.0 GPA in Education, with grades of B in SEYS 384 and 374.2 in the fall
- (2) Maintain a minimum 2.75 GPA in the major language and minimal overall GPA of 2.5, grade of B in SEYS 374.4.

Following completion of the program additional requirements for state certification include:

- (1) State certification exams : edTPA, Academic Literacy Skills Test (ALST), English for all Students (EAS),and Content Specialty Test (CST)
- 2) Workshops: Drug and alcohol abuse, school safety, child abuse, school violence, and bullying.

### 15. Courses taken off Reserve and returned to Active Status

*None.*

### 16. Courses Put on Reserve

*None.*

### 17. Courses Withdrawn

*None.*

### C. Policy Changes

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a. Students following the general education requirements known as LASAR and Perspectives (that is, who have entered the college prior to Fall 2013) may use one College Writing 2 (CW2) course as one of the three required writing-intensive (“W”) courses.

### 5b. Graduate Curriculum Committee:

#### Corrections to Minutes

Page 1. #1a. change CSCI 780 to CSCI 761

#### Friendly amendments

Page 1. 1a. CSCI 761 Prereq: CSCI 220, and 313, Math (143 or 152) and 231.

Last sentence drop the last 5 words (numerical solutions of differential equations).

MOTION: Duly made by Professor Richard Bodnar, Dean of Research and Graduate Studies.

“To accept the Graduate Curriculum Committee minutes dated –April 9, 2014 as amended”

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

### 1. Computer Science

a. New course.

~~CSCI 780~~ to CSCI 761 Numerical Methods

3 hr.; 3 cr. Prereq.: CSCI 220, and 313, Math (143 or 152) 231.

Error analysis, propagation of input and machine errors, interpolation, functional approximation, numerical differentiation, integration and summation, numerical solution of systems of linear equations and systems of nonlinear equations, ~~numerical solutions of differential equations.~~

### 2. History

#### Research Track and Professional Track for the MA program in History

Proposal

#### *Rationale*

The History Department has voted on and approved the creation of dual tracks within the MA program in order to serve the varied interests of our students. The first, a so-called “research track”, is meant for students who are interested in pursuing the Ph.D., while the second, a so-called “professional track”, is designed for MA students who are working fulltime, mainly as teachers in the region, and would like to enhance their historical knowledge at the graduate level. The fundamental difference between the two (described in more detail below) is that the research track would require a thesis following 30 credits of coursework, while the professional track would require a series of exams following 36 credits of coursework.

The research track that we are proposing is really just the existing program but with a different label, in order to differentiate it from the professional track, which would be wholly new.

The professional track is designed to meet newly emerging student needs and demands. The majority of our students are elementary and secondary schoolteachers seeking to enhance their skills and credentials for the classroom. The benefits that they derive from our program are a greater breadth of knowledge and greater

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facility in discussing complex historical phenomena with their peers and others – the kind of work that is achieved largely in coursework and which can be evaluated by exams. By contrast, the work that goes into writing a long master's thesis, which should constitute an original contribution to historical scholarship, is often irrelevant for them. In addition to its irrelevance, the thesis requirement has also taken these students an undue amount of time, owing to their professional obligations as fulltime employees elsewhere.

The dual track system along the lines that we describe below has become standard among MA programs in History. In our area, such is the case at Brooklyn, Lehman, and City Colleges, as well as at SUNY-Stony Brook. St. John's has done away with the thesis entirely and requires only coursework for its MA. Only Hunter College, it would seem, still requires a thesis for all MA students in History. It should be noted that a nearly identical program of study as at Hunter would still be available at Queens, only as an option rather than compulsory.

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### *Description (written with Bulletin readership in mind)*

The MA in History at Queens College can be completed by either of two tracks, the “research track” or the “professional track”. The research track is designed for students who have an interest in pursuing the Ph.D. and working as professional historians at the university level. The professional track is designed for those interested in History beyond the undergraduate level who are working fulltime or who otherwise view the MA as their terminal degree in the field. This track is typically useful for schoolteachers at the elementary and secondary level.

Students must notify the Director of Graduate Studies of their initial preferred course of study within 18 credits. Students may apply to the Director of Graduate Studies to switch tracks at any time in their residence, and will be held to the requirements in the new track that they are joining.

### *Requirements*

The following are the requirements for the research track:

- Thirty (30) credits of coursework, which must include Hist 791 (3 credits) and Hist 796 (3 credits).
- An approved prospectus for the Master's thesis. The prospectus is a detailed plan of what the student hopes to achieve with the thesis; the composition of a prospectus, typically around 12-15 pages, is largely the goal of Hist 796. The student must formally present, or “defend”, the prospectus at a meeting of two faculty readers, who must approve it for the student to advance.
- A Master's thesis. The thesis is an original historical argument based on extensive research in both primary sources and secondary scholarship. It is written in consultation with a faculty advisor, who must formally approve the final draft. It must be a minimum of 16,000 words (approximately 65 pages).

The following are the requirements for the professional track:

- Thirty-six (36) credits of coursework, which must include Hist 791 (3 credits).
- Written exams. Students must pass written exams in two broadly defined subject areas, which may be determined in consultation with the Director of Graduate Studies and relevant faculty members.
- Capstone project. Students must complete a capstone project, which may be determined in consultation with the Director of Graduate Studies. The capstone may be a portfolio of papers that a student has written in coursework, or an oral presentation delivered in a departmental context, or other examples of historical work.

### **3. Music**

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### a. New Course.

MUSIC 617. Introduction to the Alexander Technique

3 hours, 1 cr.; Prereq.: Permission of the instructor

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 that 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.

## 4. Library Science and History

### Graduate program in Library Science and History (MLS/MA)

Proposal

#### *Rationale*

Several joint degree programs combining the Masters of Library Science with the Master of Arts in History exist in the U.S. Some of the more prominent examples are at the Universities of Indiana, Rhode Island, and Maryland, and at Wayne State University and Pratt. The combination of disciplines makes sense for several reasons related to both intellectual pursuits and professional development. Historical research is enhanced by the hands-on skills one learns in the information sciences, and careers in records management and archival studies are enhanced

with advanced expertise in historical fields. Holders of the joint degree have proven to be competitive for advanced, doctoral fellowships, whether in History or in Library Science. On the job market, they are ideally suited for positions at academic libraries, museums, oral history initiatives, and public or private archives.

And yet, no such combined MLS/MA degree program exists in the New York City metropolitan area to our knowledge (the Pratt program is for art history and art libraries), and if one does, we doubt that it can compete with Queens College in terms of quality and tuition. The faculty of the Graduate School of Library Sciences (GSLIS) is at the forefront of emerging technologies and their role in numerous fields, from records management to data imaging. The faculty of the History Department has a strong record of research and publication. Both departments have been training students at the graduate level for decades, only separately.

We are proposing a 54-credit joint degree program. It will make use of existing faculty and staff and will not require any additional resources beyond establishing a new curriculum. The efficiencies that can be realized for students are obvious: to earn each degree separately would take 72 credits, rather than the proposed 54. If approved, our credit load would be in keeping with national norms: at the schools listed above – Indiana, Rhode Island, Maryland, Wayne State, and Pratt – the credit requirements are 51, 60, 54, 57, and 60, respectively. The program will meet student demand that has heretofore been untapped, and should help enhance our college's graduate enrollments, as well as facilitate the accreditations of both GSLIS and History.

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#### *Description (written with Bulletin readership in mind)*

The MLS/MA is offered jointly by the Graduate School of Library and Information Sciences (GSLIS) and the History Department. It is coordinated by the Graduate Advisor for GSLIS and the Director of Graduate Studies in History.

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The program offers students the opportunity to develop skills in the methodologies of both library science, including archival and special collections management, and historical research. Graduates of the program will hold two degrees, and will be well suited for professional careers in academic libraries, museums, oral history initiatives, document conservation, and public or private archives, and for admission into Ph.D. programs in either History or Library Science.

The 54-credit program can be completed in three years of full-time study. The first several semesters should focus on the coursework requirements for both GSLIS and History. Students should consult advisors in either department in selecting courses that are relevant for their research and career goals. As part of their elective coursework, they are strongly encouraged to consider internships at local archives, museums, academic libraries, or other relevant institutions, for which either GSLIS or History credit will be awarded. Students may also consider the GSLIS certificate program in Archives Management in conjunction with the joint degree.

Toward the end of the program, students will undertake a six-credit final thesis or project, constituted by LBSCI 709 and HIST 792, to be taken concurrently, under the advisement of faculty members from both GSLIS and History.

### ***Requirements***

Students will complete the following components, totaling 54 credits: GSLIS, required (12 credits):

- LBSCI 700: The Technology of Information
- LBSCI 701: Fundamentals of Library and Information Science
- LBSCI 702: Information Sources and Service: General
- LBSCI 703: Introduction to Technical Services

GSLIS, electives (12 credits):

- any other four LBSCI graduate courses

History, required (3 credits):

- Hist 791: Introduction to Historical Research

History, electives (21 credits):

- any other seven HIST graduate courses, chosen in consultation with the DGS

Thesis/project (6 credits):

- LBSCI 709: Research in Library and Information Studies
- HIST 792: Research and Writing (taught by advisor)

### **5. Media Studies**

a. New Course.

MEDST 745. Advertising & Marketing

2 hr. plus supervised lab. And/or conf. hr. 3 cr.

An examination of the complex dynamic among business, technology and consumers. Learn the objectives, strategies and tactics that are used to brand and sell across a variety of products and services from consumer packaged goods (CPG) to personal branding. Topics include consumer

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behavior, industry analysis, media planning and buying, and the development of creative communication. Case studies will be used to put theory into practice.

- b. Change in title, hours and description.

To Read:

MEDST 701 Media Archaeology.

2 hr. plus supervised lab. and/or conf. hr.; 3 cr.

This introduction to media historiography surveys material approaches to media history, locating media artifacts within broader cultural contexts, and mapping established and emergent audiovisual archives. Designed with an international focus, this course engages a range of historical strategies, from traditional chronologies to new theoretical and experimental methodologies, including ecological perspectives and alternative histories of obsolete technologies, abandoned sites, and neglected practices.

- c. Change in title, hours and description.

To Read:

MEDST 703 Media and Social Change.

2 hr. plus supervised lab. and/or conf. hr.; 3 cr.

Seminar examines political, economic and sociological approaches to media as agents of historical change and social transformation, topics include the *digitization of society* and how information technology and networks work within digital capitalism, and the significance of contemporary media within abiding struggles over injustice, exploitation, and social change.

- d. New course.

MEDST 740. Media Management . 2 hr. plus supervised lab. And/or conf. hr. 3 cr. Survey of media management for broadcast and cable television, film, and print media. Topics include economic structure of the industries, organization and staffing, financial management, marketing and PR, programming and production, industry practices and techniques, technology and regulation. Emphasis will be on practical understanding of how these industries manage the communication process.

- e. Change to the Master's degree

To Read:

Master's Degree in Media Studies

Requirements for Matriculation

These requirements are in addition to the general requirements for admission.

1. A 3.0 grade-point average on a 4.0 scale in undergraduate degree work.
2. At least three letters of recommendation from past professors, work supervisors or other people familiar with your personal potential and work ethic. ~~undergraduate instructors, normally two from instructors in communication and one from an instructor in another area.~~ Applicants who have been employed full time following the receipt of their undergraduate degree may wish to submit letters from ~~employment supervisors.~~ In some instances an interview with the Master's Program Coordinator may be required.

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3. Your TOEFL score, if you did not earn your undergraduate degree in residence at a university in an English-speaking country. Students whose TOEFL score is lacking (below 550) may have to take ESL courses before being formally admitted. A minimum score of 1000 on the Graduate Record Examination. International students are exempt from this requirement but must receive a minimum score of 550 on the Test of English as a Foreign Language (TOEFL).

4. An 800 word, persuasive OpEd-style statement of interests explaining your commitment to media or media studies, and why your goals or accomplishments matter. Consider answering questions such as:

How are you studying or practicing media, and why does it matter?

What are you trying to find out or accomplish, and how will it impact others?

What do you want for society or your own community, and how do media enable or undermine that goal?

Has your work already made a difference? Tell us how.

If there are concrete projects or issues you hope to explore, how might a collaborative, interdisciplinary graduate program help you to pursue this work? A statement of purpose, in which you explain how our program fits in your larger career plans. We use this statement to determine whether our program is a sensible fit in an applicant's well-conceived career plans.

5. The GRE is not required, but can be submitted in support of your application.

—4.6. The credentials of each applicant will be examined by the departmental Graduate Studies Committee, which will accept, accept with conditions, accept on probation, or reject the candidate.

### Matriculation with Conditions

Under certain circumstances, students with an undergraduate average below B may be matriculated under the condition of "Probation." A student admitted on probation must achieve a B (3.0) average in the first 12 credits of graduate work. Students admitted on probation who fail to attain fully matriculated status after completing 12 graduate credits will not be permitted to continue.

### Requirements for the Media Studies Program

These requirements are in addition to the general College requirements for the Master of Arts degree.

1. When a candidate is admitted, ~~a departmental adviser will be appointed who~~ the Graduate Program Coordinator will assist the candidate in developing a plan of study.

2. All candidates in Media Studies are required to complete ~~pass three~~ two core courses with an overall grade-point average of B (3.0) or better. The courses are: MEDST 701, Media Archaeology and MEDST 703, Media and Social Change. ~~MS 701, History of Forms of Media; MS 703, Graduate Study in Media; MS 706, Survey of Media Criticism.~~

3. In order to graduate, students must complete 24 credits of coursework and both Thesis 1 and 2 seminars. ~~pass a comprehensive examination after completion of 30 credits with a grade-point average of B (3.0) or better.~~

—4. ~~Option.~~ Subject to approval by the Graduate Media Studies Committee, students ~~may~~ prepare a thesis based upon independent research and must pass a final oral presentation examination on its content and method, in the presence of their graduate committee consisting of chair and two additional faculty advisors. ~~The thesis and thesis course, MS 799.2, will satisfy 6 credits toward the degree.~~

4. Additional information on policies and standards can be found at the College

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website for Graduate Studies and Research.

### Fellowships and Tuition Assistance

The **Wilbur Gilman Fellowship Fund** was established to foster advanced study and criticism of media - The Media Studies department offers to qualified students the opportunity to apply for the Gilman Fellowship. Number and level of awards will be determined through consideration of the following criteria:

1. Undergraduate grade-point average.
2. Two letters of recommendation.
3. A 500-word statement explaining why you believe you are qualified for the fellowship. Your statement should address items such as the quality and scope of your academic background, your specific areas of interest, and your experiences both in and out of school.

A student selected to receive the award must be matriculated in the Media Studies Masters program and must register for a minimum of 6 graduate credits in the semester(s) the award is granted. The statement and letters of recommendation must be submitted to the Graduate Program Coordinator, Department of Media Studies, Queens College – CUNY, Flushing, NY 11367 no later than the closing date for graduate applications each year.

Additional information on assistance programs and fellowships is available through Queens College Office of Graduate Studies at (718) 997 – 5190.

6. Economics
  - a. Change to the requirements for Risk Management

To Read:

RM 791, Dynamic Financial Analysis Model Building, to become the Capstone course for the DFA Concentration, and to replace RM 790 as the Capstone. RM 791 is currently a required course.

RM 708, Financial Econometrics, to be required (it is an elective now);

RM 713, Advanced Derivatives, a new course, to be required.

- b. Change in requirements for Risk Management

To Read:

*1<sup>st</sup> change:*

### A. GRADUATE FOUNDATION COURSES

Graduate Foundation Courses

ECON 601...

ECON 602...

ECON 649...

ACCT 600 Financial Accounting Theory and Practice, Part 1.

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### RM 711 Applied Financial Analysis

#### *2<sup>nd</sup> Change*

#### ADMISSIONS REQUIREMENTS ...

(last paragraph) Students who have taken the following undergraduate courses will not need to take the following basic graduate foundation courses: introductory micro-and-macro economics, (ECON 101 and 102 or equivalent) ... (ACCT 101 and 102 or equivalent), and Applied Financial Analysis (BUS 387 or equivalent).

- c. Change to prerequisites.

To Read:

#### *1<sup>st</sup> change:*

RM 705. Risk Transfer to Financial Markets. 3 hr.; 3 cr. Prereq or coreq: RM 711, Applied Financial Analysis or BUS 387.

#### *2<sup>nd</sup> Change*

RM 709 Portfolio Management, 3 hr.; 3 cr. Prereq or coreq: RM 711, Applied Financial Analysis or BUS 387.

- d. Change to requirements.

**To Read:**

“Students who have completed an undergraduate degree in accounting or any of the BBA majors at Queens College will be exempt from the graduate foundation courses:

ECON 601...

ECON 602...

ECON 649...

ACCT 600”....

“Candidates applying to the DFA concentration who have completed an undergraduate minor in either computer science or mathematics will be exempt from the following graduate foundation courses:

ECON 602. Introduction to Corporate Finance and Money and Banking.

ECON 649. Statistics as Applied to Economics and Business.

ACCT 600. Financial Accounting Theory and Practice, Part 1.”

- e. Change in description.

To Read:

RM 790: In this course, students will contribute to the building and development of Dynamic Financial Analysis (DFA) models tailored to a financial institution, non-financial corporation, or pension fund. The DFA model is an asset-liability management model in which an organization’s asset and liability values are forecasted over time and simulated by allowing economic, financial, and other business drivers of the cash flows to vary stochastically, in a dynamic and simultaneous fashion, using Monte Carlo and other

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simulation methods. Students must pass this course in order to graduate even if their GPA is above 3.0. The course is open to students only by permission of the program director.

f. Change in description.

To Read:

RM 791:

In this course, students will develop and build Dynamic Financial Analysis (DFA) models tailored to a financial institution, non-financial corporation, or pension fund. The DFA model is an asset-liability management model in which an organization's asset and liability values are forecasted over time and simulated by allowing economic, financial, and other business drivers of the cash flows to vary stochastically, in a dynamic and simultaneous fashion, using Monte Carlo and other simulation methods. In this Capstone Course for the DFA Concentrators, students will write their own code for the numerical methods underlying the models. Students must pass this course in order to graduate even if their GPA is above 3.0. Open to students only by permission of the program director.

g. New Course.

RM 711 Applied Financial Analysis

3hours; 3 credits; prerequisites: CSCI 48; BUS 341W or matriculated into MS in RM

This course will introduce students to programming for quantitative analysis with finance applications. The course will start with a review of advanced Excel Functions (Financial Functions, Data Tables, Regression Functions, Conditional Functions, Dates, Lookup Functions, Pivot Tables, Matrices) and then will cover VBA, including recording macros, creating and using functions in VBA, creating and using VBA Sub Procedures, incorporating user interaction, loops, and arrays, objects and add-ins. Students will work with dynamic datasets, construct Bloomberg formulas, extract Bloomberg data into Excel and use Bloomberg's function builder. Students will also cover documentation and good practices for database and model management.

h. New Course.

RM 712 Corporate Strategy and Macroeconomic Risk Management

3 hours; 3 credits; Prerequisites: Matriculation into the MS in RM or MS in Accounting or permission of the Director.

The course will introduce and educate the students to the concepts of macroeconomic risk management, its applications in a corporate setting, necessity and relevancy in today's corporate strategic planning and operational risk management processes.

i. New Course.

RM 713 Advanced Derivatives

3 hours; 3 credits; Prerequisites: RM 705

The course will investigate a variety of pricing models used across interest rate, equity and credit derivative markets, including particular finite difference methods, tree models, and Monte Carlo simulations. The course will also cover stochastic volatility models, local volatility surface, pricing of volatility swaps, Asian options and barrier options, Gaussian and other copulas, and interest rate derivative models including the Libor Market Model, and the Hull and White model.

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### 5c. Nominating Committee:

There were no applications submitted.

### 6. Old Business (none)

### 7. New Business

#### a. Election of Faculty to the University Senate

- i. MOTION: Duly made by Senator Dean Savage:

“To elect Stephen Grover to the University Faculty Senate”

Hearing no objection to the motion, Senator Dean Savage moved unanimous consent.

- ii. MOTION: Duly made by Senator Dean Savage:

“To elect Arthur Costigan to the University Faculty Senate”

Hearing no objection to the motion, Senator Dean Savage moved unanimous consent.

#### 7b. Election of faculty members to the CUNY Core Review Committee (CCRC)

1. “English Composition,” “Creative Expression”, and “Individual and Society.”
2. “Mathematical and Quantitative Reasoning,” “Life and Physical Science,” and “Scientific World.”
3. “World Cultures and Global Issues” and “Experience in its Diversity.”

There were no nominees.

#### 7c. Academic Calendar

Chair Brody announced that there are copies of the CUNY calendar on the front desk or on the CUNY website at: <http://www.cuny.edu/academics/calendars/fall-2014.html>

MOTION: Duly made:

“To adjourn”

The Forty-fourth meeting of the Academic Senate was adjourned at 4:32 p.m. *sine die*.