

QUEENSBOROUGH COMMUNITY COLLEGE

THE CITY UNIVERSITY OF NEW YORK
Committee on Course & Standing

Minutes for the meeting held on December 2nd, 2011

The Committee on Course and Standing met on December 2nd, 2011 at 10:30 a.m. in President's Conference Room A 502D.

Those in attendance were as follows:

Ms. Gina Capozzoli - Counseling Centre, Chair.

Prof. John Buoncora, ECET, Dr. Steven Dahlke, Music, Prof. Emily Gordon, Basic Skills, Prof. Barbara Saur, Nursing

Excused:

Dr. John Gordon, Math & Computer Science, Prof. Christina Manzo, Business, Dr. Lisa Mertz, Health Science, Prof. Valerie Small, Speech Prof. James Timbilla, Biology Department.

Administration Representatives:

Ms. Florence Farrat, Associate Registrar

Ms. Meera Chowdhry Committee Secretary

Discussion:

The students have been claiming to have their professor's approval in withdrawing from their course(s) after the withdrawal period has ended. However, in the absence of any formal letter/recommendation from professors, it is difficult to determine if the professor is actually supporting the withdrawal. The Committee, therefore, recommended sending an e-mail to all faculty members to write a formal letter on the letter-head, in case they chose to support the students' withdrawal.

A recommendation from the professors would definitely help in the decision-making. However, other aspect would be considered to reach a final approval.

The future dismissal procedures were also discussed. Keeping in view the number of enrolment for the spring 2012 semester, there would be stricter policy for retaining students for the Spring 2012 semester. Students with a GPA of more than 1.8 would get a preference to continue.

The following appeals were reviewed:

Withdrawal Type	Total Appeals	Approved	Denied	No Jurisdiction/ Conditional
Late Withdrawals	65	48	5	12 Con.
Retroactive Withdrawals	35	20	9	5 Con 1 No Jur.

The Committee is scheduled to meet again on January 11th, 2012 at 10:30 a.m. to review the dismissal appeals.