

Committee on Academic Development/Elective Academic Programs
2014-15 Year-end Report

The first meeting of the Committee on Academic Development/Elective Academic Programs took place on September 29th 2014 at 12:00pm in room H-205.

Present: Franca Ferrari-Bridgers (Chairperson), Tirandai Hemraj-Benny (Secretary), Emily Berry (Faculty), Susan McLaughlin (Faculty) and Susan Jacobowitz (Faculty)

Excused: Ryan Moore (Faculty), Leslie Francis (Faculty), Yusuf Gurtas (Faculty)

The chairperson, Franca Ferrari-Bridgers, discussed the charges of the committee and informed the members of the last two workshops the committee organized in the previous years.

The committee discussed the possibility to send out two surveys (one to the students and one to faculty) to assess the effectiveness of end-of semester student evaluation of faculty teaching.

The Committee discussed suggestions for presentations and/or workshops to offer in Fall 2014 and spring 2015.

Two possible workshops were proposed: “Tips on how to organize your folder for tenure” and “How faculty can incorporate campus events (workshops, presentations and exhibitions) into their curriculum”

The meeting concluded with exploratory charges to different committees’ members to test which of the two workshops would better serve the needs of the faculty. The meeting was adjourned at 1:10 pm and the committee agreed to meet again Monday, 27th October, 2014 at 1:00 pm.

The second meeting of the Committee on Academic Development/Elective Academic Programs took place on October 27th 2014 at 1:00pm in room H-205.

Present: Franca Ferrari-Bridgers (Chairperson), Tirandai Hemraj-Benny (Secretary), Emily Berry (Faculty), Leslie Francis (Faculty), Susan Jacobowitz (Faculty), and Susan McLaughlin (Faculty)

Excused: Ryan Moore (Faculty), Yusuf Gurtas (Faculty)

During the meeting the Minutes of September 29th, 2014 meeting was approved.

Franca Ferrari-Bridgers, who attended the senate meeting, informed the committee that the duties of the Committee on Academic Development/Elective Academic Programs was to propose ideas for workshops that can assist faculty development. The Committee further discussed the possibility to offer the workshop titled: “How faculty can incorporate campus events (workshops, presentations and exhibitions) into their curriculum”. Each committee’s member was assigned different preparatory tasks

The committee members drafted the following rationale for this event/workshop.

Rationale for the Academic Development Committee event

The Academic Development Committee will organize, design and present a faculty development workshop in March 2015 focused on encouraging interdisciplinary collaboration and the utilization of special events (the Criminal Justice speaker series, the NEH Challenge Grant programming, the Presidential Lecture, fine arts performances, etc.) through incorporating them into classroom pedagogy in the form of a class activity, an assignment or extra credit.

The workshop will feature a panel of faculty who will talk about successful interdisciplinary collaborations and faculty who have incorporated events into their syllabi and taken their classes to events or encouraged classes to attend events because the events connect to assignments or students can receive extra credit. We will focus on best practices, ideas for getting started, how to find a partner within another department.

Objectives

Participating in these on-campus events and interdisciplinary collaborations will:

- *enrich the experience of the campus for QCC students, who are commuters and often not as involved on campus as they could be;*
- *encourage students to find connections between fields;*

- *strengthen connections between faculty, disciplines and departments;*
- *enhance classroom pedagogy;*
- *support and encourage the use of high-impact practices;*
- *encourage retention;*
- *support faculty and programs organizing events and collaborations;*
- *support the work of CETL by encouraging excellence in teaching and learning.*

Process

We will ask the Chairs, who may in turn pass the request along to faculty within the departments, to identify the events that they are planning and describe them with a 50-100 word description. We will produce a master list that faculty can have access to when planning syllabi for the next semester, and the descriptions will help faculty decide which events to incorporate. The master list of events will be available on the committee's website and disseminated through the QCC dialogue list, Blackboard, the QCC website homepage and the QCC Connect smartphone app.

The meeting was adjourned at 1:05 pm and the committee agreed to meet again Monday, 1st December, 2014 at 1:00 pm.

The third meeting of the Committee on Academic Development/Elective Academic Programs took place on December 1st 2014 at 1:00 pm in room H-349.

Present: Franca Ferrari-Bridgers (Chairperson), Tirandai Hemraj-Benny (Secretary), Emily Berry (Faculty), Susan Jacobowitz (Faculty), Susan McLaughlin (Faculty), Andrea Salis

Excused: Leslie Francis (Faculty), Yusuf Gurtas (Faculty) and Ryan Moore (Faculty)

The Minutes of October 27th, 2014 meeting was approved.

The committee discussed details of offering a workshop titled: “How faculty can incorporate campus events (workshops, presentations and exhibitions) into their curriculum”. A proposal describing the objectives and process of the workshop was sent to the committee members and CETL.

Dr. Ferrari-Bridgers confirmed that CETL would participate in the workshop. The committee members agreed that they would incorporate at least one on-campus activity in their syllabi.

Invitation letters were sent to four possible guest speakers, which includes Dr. Aviva Geismair, Dr. Susan Jacobowitz, Dr. Cary Lane and Mrs. Susan. Madera.

The meeting was adjourned at 2:00PM and the committee agreed to meet again February 10th at 1:00PM.

The fourth meeting

Minutes of the meeting of the Committee on Academic Development/Elective Academic Programs took place 10th February, 2015 at 11:00 am in room H-306.

Present: Franca Ferrari-Bridgers (Chairperson), Tirandai Hemraj-Benny (Secretary), Leslie Francis (Faculty), Susan McLaughlin (Faculty), Andrea Salis (OAA)

Excused: Emily Berry (Faculty), Susan Jacobowitz (Faculty), Yusuf Gurtas (Faculty) and Ryan Moore (Faculty)

The Minutes of 1st December, 2014 meeting was approved. The committee discussed the details of the workshop to be offered in March.

The title of the workshop is “Enriched Teaching and Learning: Connecting to Interdisciplinary Initiatives on Campus.” It would be held on March 18, 2015 at 12:30 pm to 2:00 pm in H-349.

Four guest speakers were confirmed: Dr. Aviva Geismair, Dr. Susan Jacobowitz, Dr. Cary Lane and Dr. Rose Marie Aikas.

Dr. Jacobowitz sent information to the guest speakers about the event.

Dr. Hemraj-Benny prepared a flyer for the event (see Appendix A)

Dr. McLaughlin drafted a worksheet for faculty to use at the event and an ‘end of event survey’ (see appendix B).

Dr. Salis advertised the event to the Academies and providing refreshments.

Dr. Ferrari-Bridgers advertised the event to the chairs of the committees.

A “save the date” email was sent to faculty during the last week of February. A reminder email was sent one week before the event. Faculty will be asked to RSVP to the Dr. Ferrari-Bridgers.

Dr. Ferrari-Bridgers encouraged ADC committee members to send their students to at least one on-campus event before the workshop.

The Meeting was adjourned at 11:40 pm and the committee agreed to meet again on Monday in March, 9:00 am to 10:00 am before the event.

The fifth meeting of the Committee on Academic Development/Elective Academic Programs took place on 9th March, 2015 at 9:00 am in room A-214.

Present: Franca Ferrari-Bridgers (Chairperson), Tirandai Hemraj-Benny (Secretary), Leslie Francis (Faculty), Yusuf Gurtas (Faculty), Susan Jacobowitz (Faculty), Susan McLaughlin (Faculty), Ryan Moore (Faculty), Andrea Salis (OAA). **Excused:** Emily Berry (Faculty)

The minutes of 10th February, 2015 meeting was approved. The committee discussed the details of the March 18th workshop. Discussed the survey and worksheet that was prepared by Susan McLaughlin. Susan Jacobowitz sent a template survey to the committee members. Yusuf Gurtas offered to further update the survey.

At the end of the semester, the committee followed up with the attendees of the workshop to see if anyone included an event in their class. Tirandai Hemraj-Benny prepared a sign-in sheet and make copies of surveys and worksheets for the workshop. Dr. Salis agreed to provide refreshment for the event.

The meeting was adjured Meeting was adjourned at 9:50 am and the committee agreed to meet May 4th at 9AM

March 18th workshop

Over 25 faculty members from all disciplines and HEOs attended the workshop. The workshop ran from 12:30 to 2:30 in H349. The following professors presented their interdisciplinary projects :

Dr. Carey, Dr. Aikas, Dr. Jacobowitz,

After the presentations the audience engaged in a Q&A section and directors of other interdisciplinary programs such as WIKI and The Holocaust research center presented their events and projects for the incoming academic year.

Attending faculty filled out the survey.

The sixth meeting of the committee took place on May 4th 2014. Only four participants participated to the meeting. Therefore, we did not have the quorum to elect the new chairperson and secretary for the 2015-2016 academic year.

After the meeting, an email was sent to all the old and new committee's members (Berry, Emily; Shekoyan, Vazgen; Jacobowitz, Susan; Mohess, Neera; Hemraj-Benny, Tirandai; Francis, Leslie; Lopez-Jantzen, Nicole; Moore, Ryan; Mclaughlin, Susan; Gurtas, Yusuf) asking them to support nominally the candidacy of Dr. Hemraj-Benny as the new chairperson and Dr. Mclaughlin as the new secretary for the new academic year.

The official election of the chairperson and the secretary however will take place in September 2015, when the committee will meet again. Till the new chairperson and secretary will not be elected, Dr. Hemraj-Benny and Dr. Mclaughlin will act as interim chair and secretary, they will be responsible to run next year elections during the first Fall 2015 meeting.

You are cordially invited to the
**2015 Academic Development Committee's
Faculty Workshop**

This year's topic:
**ENRICHED TEACHING AND LEARNING :
CONNECTING TO INTERDISCIPLINARY
INITIATIVES ON CAMPUS**

Learn more about how to collaborate with colleagues and support events, to increase the richness of what we are able to offer our students at QCC!

When: Wednesday, March 18th 2015
Time: 12:30 pm to 2:00 pm
Location: H-349

Refreshments will be served

Please RSVP to Dr. Franca Ferrari at fferrari@qcc.cuny.edu by 03/11/2015

Appendix B

EVENT 1: _____

CLASS IN WHICH TO INCORPORATE EVENT: _____

HOW EVENT WILL BE INCORPORATED INTO THE CLASS (e.g., activity, assignment, extra credit): _____

Brief description of how student attendance at the event supports one or more learning objectives of the class.

Learning Objective	How Event Supports Learning Objective

EVENT 2: _____

CLASS IN WHICH TO INCORPORATE EVENT: _____

HOW EVENT WILL BE INCORPORATED INTO THE CLASS (e.g., activity, assignment, extra credit): _____

Brief description of how student attendance at the event supports one or more learning objectives of the class.

Learning Objective	How Event Supports Learning Objective

List of Events by Academic Discipline

LIBERAL ARTS

- Mar. 29 The Annual Holocaust Freedom Seder—to honor Holocaust survivors of our community, the Passover Seder held in 1946 will be recreated
- April 16 NEH Event: “Inspired Testimony—QCC Students Respond to Genocide through Art, Research and Creative Writing”
- April 22 Social Sciences Transfer Workshop
- April 29 Asian Cultural Festival—Different aspects of Asian cultures are presented through food, arts/crafts and live performances.
- May 14th KHRCA Lecture: No Road For Me to Africa—
Barbara Rothman discusses her book documenting life and the correspondence a Jewish family during the Second World War

STEM

- April 15 Biology Research Conference—Professors in the QCC Biology Department will present summaries of their ongoing research.
- April 15 Internet Security Awareness
- April 22 College Wide Earth Day Activities
- April 29 Joint Math Club and Architecture Club Event
- May 9 63rd Undergraduate Research Symposium of the American Chemical Society
- May 13 End-of-semester Party for Math Club

HEALTH RELATED SCIENCES

- Mar. 19 Common Read event “The Healing Power of Touch”
- March 25 Spring Presidential Lectures Series—Speaker: Professor Mary Rosa from the Nursing Dept. at QCC

BUSINESS

- April 16 Etiquette in Action: A Business Dining Experience—The purpose of this event is to help students feel more confident in professional settings by learning about proper protocol and etiquette.

VISUAL AND PERFORMING ARTS

April 14 KHRCA Film: *The Devil's Arithmetic*—based on a popular novel by Jane Yolen, a typical American teenager gets transported back in time and experiences firsthand the horrors of the Holocaust.

May 6 “Nothing is the End of the World” (\$1.00 matinee)—In the near-distant future, an NYC charter school becomes the first to welcome artificially intelligent students.

May 22 KHRCA Film: “Conspiracy”—A story of the top-secret Nazi meeting to debate the merits of Hitler’s “Final Solution”.

SURVEY

- Have you organized an interdisciplinary event on campus in the past?
 Yes No

If Yes, please name them.

- Have you asked your students to attend/participate in an interdisciplinary event in the past?
 Yes No

If Yes, how many times? One time Two times More than two times

- Did you pick any event from the list provided that you think you would be able to incorporate into your class activities? ? Yes No

If Yes, how many? One Two Three (Please circle the ones that are interdisciplinary. See back of page.)

- Are you planning to have your students to attend/participate in an interdisciplinary event
 this semester ? in future ?

- Did you find this workshop helpful? Yes No

If Yes, in what ways?

- Any suggestions for the improvement of this initiative? (Please use the other side if necessary)