

**Bronx Community College
City University of New York
University Avenue and West 181 Street
Bronx, New York 10453**

**Minutes of
Committee on Instruction and Professional Development**

Date: September 28, 1989

Place: Colston 207

Time: 3 p.m.

Present: Allen Pomerantz, chair; Marsha Cummins, A. Martin Diehl, Adrian Figueroa, Alice Fuller, Maria Kassab, Ann Smith, Louise Squitieri, Theresa Suraci, Lucindo Suarez, Committee Members

I. Announcements and Reports

1. Ann Smith reported on the Workshop "Coping with our Aging Friends and Relatives to be held on Thursday, October 12 in GSC 308 and co sponsored by the Office of Adult and Continuing Education. She announced that Maria Kassab will record the proceeding which will then be available for \$1.00 to the registrants. It was suggested that copies be sent to other colleges. The workshop will feature Dr. Jane Porcino, internationally known expert on "Women in their Middle and Later Years" (the title of her book). The BCC Director of Project SOS, Eileen Resnick MSW will also speak.

2. Louise Squitieri announced that the Minority Science Improvement Project which she is directing has honoraria for speakers.

3. Plans are proceeding for the Dean Polowczyk's Reception for the Math-Science Division. Louise Squitieri, who is in charge, suggested that each chair could submit the accomplishments of his department, a departure from the format that has been used before for noting faculty accomplishments.

4. Dr. Pomerantz reported that Nancy Ritze will soon be sending out the results of the Faculty Survey. For 17 out of the 20 items, the results were more positive this year

II. New Business

Dean Fuller gave the Committee Dean Polowczyk's Retention Checklist for which he would like suggestions. Dean Polowczyk is drafting a Retention Handbook at the request of President Brown. In a discussion on retention, Committee members brought up the problems created by having late registration. Dean Fuller said that the 700 freshmen who registered at late are being followed as "at risk" by Nancy Ritze. It was suggested that

the late entering student affected the teaching and learning for the entire class he/she entered.

A sub committee was formed to study the Retention Checklist and make suggestions to the Dean. Members are Lucindo Suarez, Maria Kassab, Theresa Suraci, Adrian Figueroa, and Marsha Cummins.

III. The meeting was adjourned at 4:35. The next meeting will be held on October 26.

Respectfully submitted

Marsha Cummins,
Secretary Pro tem