

BRONX COMMUNITY COLLEGE

of the City University of New York

Committee on Academic Standing

Minutes of February 13, 2019

South Hall 109 (conference room)

Present: Nicholas Anuku (Chem), Gregory Cobb (Soc Sci), Laurel Cummins (Mod Lang), Stephanie Dorleans (SGA), Cynthia S. Espinal (CD), Teresa Fisher (CommAS), Kelmin Gutierrez (Student), Karenlis Hernandez (Student), Paul Jaijairam (Bus), Mehdi Lejmi (Math), Eugene Mananga (Eng Phy Tech), Octavio Melendez (Adv, OAA), Sharmila Mukherjee (Eng), Stephen Powers (Edu), Stacia Reader (HPER), Wladyslaw Rocznik (Hist), Alnisa Shabazz (Nurs), Enyuan Shang (Bio), James Watson (Lib)

Present Alternates: Anita Rivers (Reg) -- seated, James Simpson (Bus), Marjaline Vizcarrondo (Soc Sci)

Guests: Anthony Cuevas (SGA), Alexander Ott (OAA)

Absent/Excused: Anthony Gatto (A&M), Lottine Nkwain (SGA), Shirley Skelt (Appeals Agent, non-voting), Karen Thomas (Registrar)

1. **Call to Order:** 2:05 P.M., meeting called to order by S. Powers.
2. **Approval of the December 12, 2018, Minutes:** The December 12 minutes were approved by the 15 members present who were at that meeting (*G. Cobb arrived post-vote*).
3. **MEDP Proposal to the codification:** S. Powers informed members on his report to the Senate. He noted questions were asked and Dr. Gonsler assisted in answering. It will return to Senate this month.
4. **Proposed change LPN:** S. Powers asked for questions regarding the revised proposal to the codification regarding progression in the LPN program to meet NYS guidelines as well as CUNY ones. A motion was made and passed to vote on the proposal. The proposal was approved by 19 yes and 1 abstention (T. Fisher).
5. **Honors Program Discussion:** Tabled until a later meeting (2/27 or 3/13).
6. **Student Appeals:** Academic Appeals Agent Shirley Skelt sent a report on the appeals from the 1/17 and 1/22/19 RISE meetings, which S. Powers presented. At those sessions, 141 dismissed students were granted waivers of dismissal, 193 students on probation had their academic appeals granted, and 7 statute of limitations were granted. A sign-up for sub-committee appeal meetings was distributed for members to sign up. A discussion about LTL 10 and tutor-enhanced courses ensued regarding how the College has previously assisted academically distressed students.
7. **First Year Freshman Forgiveness Policy (FYFFP):** Discussion ensued on the revised proposal. A duplication in sub-points was noted. The sub-committee will revisit the policy given the feedback received including adjusting the language regarding what constitutes a first-year freshman to account for students who have attended only one semester elsewhere or at an earlier time at BCC.
8. **New Business:** None
9. **Adjournment:** 3:39 P.M.

The next meeting is scheduled for February 27, 2019, from 2-4 p.m. in a location TBD. Following meetings are set for 3/13, 3/27, 4/10, and 5/8.

Respectfully Submitted,



Teresa A. Fisher, Recording Secretary

Handouts: FYFFP, LPN proposal

COMMITTEE ON ACADEMIC STANDING

February 13, 2019 - 2:00 – 4:00

South Hall Conference Room

AGENDA

1. **Approval of Minutes from 12/12/18** Teresa Fisher

2. **Academic Rules and Regulations – MEDP
Changes presented to Senate, some questions** Steve Powers
Teresa Fisher

3. **NUR LPN Program Changes** Kenya Harris

4. **Honors Program (postponed)** Alex Ott
Tony Durante
Renee Briggs

5. **First Year Freshman Forgiveness Policy** Steve Powers

6. **Student Appeals** Shirley Skelt
 - a. Sub-Committee from 1/17/19, and
1/22/19, and thereafter.
 - b. Need CAS members to sign up for appeals
Meetings during the semester

Upcoming meeting Spring 2019**

2/27

3/13

3/27

4/10

(4/24 – no meeting, spring recess)

5/8

** Until the condition of Colston Hall is resolved we will not have access to our new designated meeting space in North Hall. So stay tuned to where our nomadic committee may be....

Section AIII: Changes in Degree Programs

AIII.1 The following revisions are proposed for the Licensed Practical Nurse program:

Program: Licensed Practical Nurse Certificate

Program Code: 91041

Hegis Code: 5209

Proposed: Change “admission” criteria for Licensed Practical Nurse clinical coursework to “progression” criteria. Codified TEAS score requirement for progression. Codified prioritization of candidates for progression based on GPA. Reword PNR course minimum grade criteria for clarity. Reflect changes already approved by governance (e.g., PHM 10) and changes currently pending CUNY approval (e.g., elimination of COMM 11 as a program requirement).

Current Codification:	Proposed Revised Codification:
<p data-bbox="134 599 680 630">4.2.4 Admission to Licensed Practical Nursing</p> <p data-bbox="184 691 894 781">a. To be eligible for admission into practical nursing course work (PNR designated courses) students must meet the following criteria;</p> <p data-bbox="170 846 921 1179">i. A cumulative GPA of 2.7 must be obtained, with a minimum grade of “C” or better in the pre-clinical sequence (COMM 11, ENG 10, or PSY 11). If a student has earned a passing grade of “C-”, “D+”, “D”, “D-” or a failing grade of “F” or “WU” in COMM 11, ENG 10 or 11, or PSY 11, the student will not be eligible for admission into the Licensed Practical Nursing Program (LPNP) even if she/he retakes the course. A “C+” or better is required in BIO 23. BIO 23 may be repeated once to achieve a grade of “C+” or better. This policy also applies to students who transfer into BCC’s LPNP from other institutions.</p> <p data-bbox="163 1273 909 1330">ii. BCC students sitting out for a year or more will be held to the new standards.</p>	<p data-bbox="932 602 1766 633">4.2.4 <u>Progression Requirements for</u> Licensed Practical Nurse Program</p> <p data-bbox="982 703 1749 792">a. To be eligible for <u>progression</u> into practical nurse coursework (PNR designated courses), students must meet the following criteria:</p> <p data-bbox="968 857 1780 1190">i. A cumulative GPA of 2.7 must be obtained, with a minimum grade of “C” or better in the pre-clinical sequence (ENG <u>110 or 111</u>, PSY 11, <u>and PHM 10</u>). If a student has earned a passing grade of “C-”, “D+”, “D”, “D-” or a failing grade of “F” or “WU” in ENG 110 or 111, or PSY 11, the student will not be eligible to progress in the Licensed Practical Nursing Program (LPNP) even if she/he retakes the course. <u>PHM 10 may be repeated once to achieve a grade of C or better.</u> A “C+” or better is required in BIO 23. BIO 23 may be repeated once to achieve a grade of “C+” or better. This policy also applies to students who transfer into BCC’s LPNP from other institutions.</p> <p data-bbox="961 1284 1791 1406">ii. <u>A minimum score of 41.3% (“Basic level”) will be required on each of the four sections of the TEAS V exam (English, Reading, Science, and Math), as well as an overall score of at 50%.The TEAS Examination may be repeated only once.</u></p>

iii. Transfer students from other institutions must be in good academic standing. Students who are on academic probation, have failed out of a nursing program, or have been dismissed (ethical, integrity or safety issues) from any nursing program at a previous school are not eligible for admission to the BCC Licensed Practical Nursing (LPN) Program.

8.2.4 Licensed Practical Nursing - minimum acceptable grade

- a) While in the program, students must maintain a grade of "C+" in all PNR courses and a "C" in supporting course work (BIO 24, BIO 28, NTR 11, and PHM 14). Students may repeat each supporting course with a grade of "C" or less once in order to achieve a "C" grade.
- b) All PNR courses required for graduation must be taken within three years from the date of admission into the program. Practical Nursing (PN) students may not repeat any first-semester PNR course (PNR 11, PNR 12, PNR 43) in which they have earned less than a grade of "C+". A PN student with a grade of "C-" or less may repeat two different PNR courses.

- iii. Transfer students from other institutions must be in good academic standing at their previous institution, in addition to meeting all other BCC LPN progression requirements. Students who are on academic probation, have failed out of a nursing program, or have been dismissed (ethical, integrity or safety issues) from any nursing program at a previous school are not eligible for the BCC Licensed Practical Nurse program.
- iv. In the case in which the number of qualified LPN students exceeds the number of available LPN clinical placements, the LPN program will prioritize clinical placements for students with the highest cumulative college GPA.

8.2.4 Licensed Practical Nurse Program - minimum acceptable grade and time limitations

- a) While in the clinical phase of the program, students must maintain a grade of "C+" in each PNR course and earn a minimum of C in BIO 24.
- b) An LPN student who earns a grade of "C" or lower on PNR 101 may not repeat the course. An LPN student with a grade of "C" or lower on a PNR course other than PNR 101 may repeat the course one time to achieve a C+ or better. (This may occur for only two PNR courses.) An LPN student with a grade of "C-" or lower on BIO 24 may repeat the course one time to achieve a C or better.
- c) All PNR courses required for graduation must be taken within three years from the date the student began PNR 101.

RATIONALE:

The New York State Department of Education (NYSED) has charged nursing programs (both practical and registered nursing) to streamline curriculums by reducing the number of credits and time it takes for qualified applicants to get through the program. In a memo this past spring 2018 to the BCC Nursing Department, NYSED indicated that the LPN program cannot have two admission requirements, but can however have a rigorous progression criteria into the clinical sequence. In the memo, NYSED wrote: “These courses [liberal arts and sciences (LAS)] are part of the registered program and cannot be required prior to admission, students who take these courses and seek transfer consideration must compete with other students who have not completed these courses. You may set requirements for acceptable scores for these courses for transfer students but there must be alternative ways to determine if a student’s prior academic record is satisfactory for admission. The College can develop rigorous progression criteria related to the LAS sequence. NYSED further indicates that: “Commissioner’s Regulation 52.2 (d)(2) requires admissions shall take into account the capacity of the student to undertake a course of study and the capacity of the institution to provide the instructional and other support the student needs to complete the program. Please revise based on the comments; it may need a different approach to the admission process as the registered program is inclusive of the LAS courses.”

The proposed revisions to the BCC progression requirements conform to the guidance from NYSED and are similar to those at peer CUNY community college LPN programs. Academic standards proposed are based on existing BCC LPN policies as well as review of peer institution policies (e.g., the TEAS exam minimums proposed are identical to those used by the LPN program at LaGuardia).

Proposed: To institute the CUNY Grading Policy entitled: First Year Freshman Forgiveness

Current Codification:	Proposed Revised Codification:
<p>8.8.4 Procedures to Appeal Administrative Grades</p> <ul style="list-style-type: none"> a. Appeals of administrative grades are referred to the Subcommittee on Student Appeals of the CAS for review and recommendation to the CAS. b. Membership of the Subcommittee must always include the Registrar or designee, the Academic Appeals Agent or designee, and at least two faculty members of the CAS. c. The Subcommittee is authorized to request the instructor who assigned the grade, the Registrar's Office, and the student, to supply all available evidence it considers necessary in order to make its recommendation. d. Decisions are made by the CAS after recommendations of the Subcommittee are received. If the CAS approves the recommendations of the Subcommittee, such changes are noted on the student's permanent record. 	<p><u>No changes</u></p>
<p>8.8.5 Procedures to Appeal Temporary Grades (INC)</p> <ul style="list-style-type: none"> a. Appeals of temporary grades are referred to the Subcommittee on Student Appeals of the CAS, for investigation and recommendation to the CAS. b. Membership of the Subcommittee must always include the Registrar or designee, the Academic Appeals Agent, and at least two members of the teaching faculty other than department chairpersons. c. The Subcommittee is authorized to request the instructor who assigned the grade, the Registrar's Office, and the student, to supply all possible available evidence it considers necessary in order to make its recommendation. d. The Subcommittee is not authorized to hear appeals which request the change of a temporary grade to an academic grade (A through F). Such actions may only be adjudicated through the departmental appeals procedure. e. The Subcommittee is authorized to recommend to the CAS: <ul style="list-style-type: none"> i. their conversion to other non-academic grades if, in the opinion of the subcommittee, the original grade was issued in error. f. Decisions are made by the CAS after recommendations of the Subcommittee are received. If the CAS approves the recommendation of the Subcommittee, such changes are noted on the student's permanent record. 	<p><u>No changes</u></p>
	<p>8.8.6 First Year Freshman Forgiveness Policy</p>

	<p>Per the CUNY Uniform Grade Glossary, “A college may choose to offer a First Year Freshman Forgiveness policy. If the student passes the course, they will receive the grade earned which will carry the designated GPA. If the student fails the course, the grade will be administratively converted to NC and have no impact on the GPA. This policy is limited to first year freshman as defined by the college.” BCC adopts this policy with the following restrictions and clarifications:</p> <ol style="list-style-type: none"> a. For the purpose of this policy, BCC defines a first year freshman as a student within their first two fall/spring semesters who has not previously been matriculated at a college. b. A limit of 12 forgiveness credits may be applied within that first year c. A grade of F, WU, FIN can be converted to an NC as per CUNY guidelines d. The student must request this administrative conversion in writing to the Committee on Academic Standing (CAS) via the standard grade appeal form. This request must be accompanied by an academic plan prepared by an advisor or faculty member. If the appeal is approved, it is forwarded to the Registrar’s Office for changes to the student’s permanent record e. Students who are forgiven 6 or more credits through this policy do not have access to the P/NC grading option during their enrollment at BCC
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Effective Semester: Fall 2019

Rationale: Several CUNY Campuses have a First Year Freshman Forgiveness, or some variation of a Forgiveness Statute, published on their college websites. These include: Queens College, Guttman Community College, York College, John Jay College of Criminal Justice, Kingsborough Community College, New York City College of Technology and Borough of Manhattan Community College.

As freshmen often come to CUNY unprepared, and thus may be at high risk of failure or of stopping out.

In spring and fall of 2016, BCC enrolled 2,572 freshmen. 22% had at least one WU grade, 23% had at least one F grade. Of that class of 2,572 there were 35% (901) with at least one or more failures. This policy, properly applied, would allow most of these students a fresh start (forgiveness) without having to experience the loss of financial aid, or going into debt, or repeating and potentially not qualifying for F replacement grades as well as using up the 16 F replacement credits allotted for a CUNY lifetime. This would allow the BCC population

a greater opportunity to be successful, lead to higher retention and graduation rates, and afford students a second chance at college success. Tables for 2016 are below.

Table 1

Term	N FTFT	N with one or more WU in credit courses	% with one or more WU in credit courses	N with one or more F in credit courses	% with one or more F in credit courses	N with one or more F or WU in credit courses	% with one or more F or WU in credit courses	N with NO F or WU in credit courses	% with NO F or WU in credit courses
Sp16	821	186	22.7%	175	21.3%	283	34.5%	538	65.5%
Fa16	1751	369	21.1%	419	23.9%	618	35.3%	1133	64.7%

Table 2

Term	N FTFT	N retained	% retained	N with one or more WU in credit courses	N retained with one or more WU in credit courses	% retained with one or more WU in credit courses	N with one or more F in credit courses	N retained with one or more F in credit courses	% retained with one or more F in credit courses	N with one or more F or WU in credit courses	N retained with one or more F or WU in credit courses	% retained with one or more F or WU in credit courses	N with NO F or WU in credit courses	N retained with NO F or WU in credit courses	% retained with NO F or WU in credit courses
Sp16	821	510	62.1%	186	50	26.9%	175	68	38.9%	283	101	35.7%	538	409	76.0%
Fa16	1751	1369	78.2%	369	186	50.4%	419	282	67.3%	618	385	62.3%	1133	983	86.8%

Term	N FTFT and next semester retained	N with one or more WU in credit courses	% with one or more WU in credit courses	N with one or more F in credit courses	% with one or more F in credit courses	N with one or more F or WU in credit courses	% with one or more F or WU in credit courses	N with NO F or WU in credit courses	% with NO F or WU in credit courses
Sp16	510	96	18.8%	126	24.7%	182	35.7%	328	64.3%
Fa16	1369	342	25.0%	410	29.9%	592	43.2%	777	56.8%