

BRONX COMMUNITY COLLEGE
of the City University of New York
Committee on Academic Standing
Minutes of March 27, 2019 (South Hall 109)

Present: Nicholas Anuku (Chem), Ken Boothe (Student), Laurel Cummins (Mod Lang), Cynthia S. Espinal (CD, non-voting), Teresa Fisher (CommAS), Anthony Gatto (A&M), Paul Jajjairam (Bus), Mehdi Lejmi (Math), Eugene Mananga (Eng Phy Tech), Octavio Melendez (Adv, OAA), Stephen Powers (Edu), Wladyslaw Rocznik (Hist), Alnisa Shabazz (Nurs), Enyuan Shang (Bio), Shirley Skelt (Appeals Agent, non-voting), Miles Sudlow (Student), James Watson (Library)

Present Alternates: Syria Carrington (Registrar) -- seated, Anthony Cuevas (SGA) – seated, Norval Overstreet (Student) -- seated, James Simpson (Bus)

Guests: Renee Briggs (A&M), Anthony Durante (Chem), Alexander Ott (OAA)

Absent/Excused: Gregory Cobb (Soc Sci), Stephanie Dorleans (SGA), Sharmila Mukherjee (Eng), Lottine Nkwain (SGA), Stacia Reader (HPER), Karen Thomas (Registrar)

1. **Call to Order:** 2:09 P.M., meeting called to order by S. Powers.
2. **Approval of the March 13, 2019, Minutes:** The March 13 minutes were approved unanimously by the 14 members present who were at that meeting.
3. **Student Appeals:** There were no appeals. The next appeals meeting is scheduled for 4/3/19.
4. **New Business: Revisiting the Valedictorian/Salutatorian guidelines due to P/NC policy change:** S. Powers noted the need to revisit the recently revised Valedictorian/Salutatorian guidelines given the P/NC policy that went into place this academic year. A sub-committee will be formed to look at the policy and offer recommendations. A. Ott, P. Jajjairam, and W. Rocznik are the members thus far.
5. **Items going to Senate on 3/28/19:** S. Powers reminded members of the items he will be presenting to the Senate. The MEDP and Nursing proposals are eligible for voting while the codification clarification of credits attempted language, Honors Program proposal to the codification, and the First Year Freshman Forgiveness policy will be presented for the first time.
6. **New Business:** S. Powers noted a discrepancy in the last day of the ninth week of this semester (3/29) with the final date to withdraw from classes with a W (4/1). The latter is to occur at the end of the tenth week of the semester, which would be 4/5. S. Powers is seeking clarification and will notify the members if he receives any information that affects the final withdraw date.
7. **Honors Program proposal to the codification:** R. Briggs and A. Durante, coordinators of the BCC Honors Program, heard and responded to comments on the proposal to codify the Honors Program into the Academic Rules and Regulations. Questions regarding two sections of the Honors contracts section – 11.8.b.i and 11.8.b.iii were discussed. Changes were made (see attached). The proposal, with recommended changes, was approved by all 15 members present at the time of the vote (*E. Mananga, L. Cummins, and A. Gatto had left prior to the vote.*)
8. **Adjournment:** 3:04 P.M.
The next meeting is scheduled for April 10, 2019, from 2-4 p.m. in South Hall 109. The final meeting of the academic year is set for 5/8.

Respectfully Submitted,



Teresa A. Fisher, Recording Secretary

Handouts: revised Honors program proposal and amended version; credits attempted definition proposal

COMMITTEE ON ACADEMIC STANDING

March 27, 2019 - 2:00 – 4:00

South Hall

AGENDA

1. **Approval of Minutes from 3/13/19** Teresa Fisher

2. **Student Appeals** Shirley Skelt
 - a. Sub-Committee from 3/20/19

3. **New Business**
 - a. Revisiting the Valedictorian/Salutatorian guidelines
Due to the P/NC grade policy from last spring

4. **Senate for 3/28**
 - a. MEDP proposal to a vote (I miscounted necessary presentations)
 - b. Nursing changes for a vote
 - c. First presentation of new language for credits attempted
 - d. First presentation of First Year Freshman Forgiveness

5. **3:00 – 3:30 Honors Program** Renee Briggs
See attached Tony Durante

Upcoming meetings Spring 2019

4/10

(4/24 – no meeting, spring recess)

5/8 – a very important meeting as we must have quorum to give Registrar right to graduate

- Proposed: Codifying the Honors Program at Bronx Community College

Current Codification:	Proposed Codification:
	<p><u>11.8 Honors Program</u> <u>The Honors Program at Bronx Community College offers academically enriching and enhanced experiences to qualified and highly motivated students who are interested in pursuing academic challenges. The three components of the Honors Program are: Honors Courses, Honors Contracts and Honors Program Scholars.</u></p> <ul style="list-style-type: none"> a. <u>Honors Courses: Honors courses are specially designated classes for well qualified and motivated students. The class syllabus will be modified to include activities and assignments that are highly interactive and emphasize team-building, critical thinking and strong writing skills. Honors courses typically feature smaller class sizes than regular sections.</u> <ul style="list-style-type: none"> i. <u>To qualify, a 3.0 or higher cumulative GPA based on a minimum of nine college credits is required.</u> ii. <u>Current students who have not yet earned 9 credits but have a 3.0 or higher cumulative GPA are also eligible with the recommendation of an advisor in consultation with the Honors Program Coordinators.</u> iii. <u>New students with no college GPA and no remedial needs are also eligible with the recommendation of an advisor in consultation with the Honors Program Coordinators.</u> iv. <u>Students can have no more than 3 honors courses or a combination of 3 honors courses and honors contracts per semester.</u> v. <u>Students receiving a B+ or higher in an honors course will receive an honors credit notation on their official transcript.</u> b. <u>Honors Contracts: An honors contract enables a student to work on an honors project with the instructor in a non-honors course. The honors contract is an agreement between the student and the instructor that specifies the honors level objectives and project that will be completed by the student in addition to requirements stated in the regular course syllabus.</u> <ul style="list-style-type: none"> i. <u>To qualify, a student must have a 3.2 or higher cumulative GPA based on a minimum of nine college credits.</u> ii. <u>A student must also have the approval from the instructor to work on an honors contract.</u> iii. <u>Instructors may have no more than 2 honors contracts in a single course per semester.</u>

	<ul style="list-style-type: none"> iv. <u>Students can have no more than 3 honors contracts or a combination of 3 honors contracts and honors courses per semester.</u> v. <u>Students receiving a B+ or higher in both the course and the honors project will receive an honors credit notation on their official transcript.</u> c. <u>Honors Program Scholars: Students who are motivated to complete 4 or more honors courses or honors contracts while at BCC have the option to apply to become an Honors Program Scholar. Objectives of this component of the Honors Program is to promote academic excellence, encourage civic responsibility, build self-esteem, and provide educational planning assistance and guidance.</u> <ul style="list-style-type: none"> i. <u>An application process is required.</u> ii. <u>At the time of application, a 3.4 or higher cumulative GPA based on 9 or more college credits and the completion of or current enrollment in at least one honors course or honors contract are required.</u> iii. <u>For a student to be recognized as an Honors Program Scholar, the student is required to: maintain a minimum 3.4 cumulative GPA, complete any combination of four or more honors courses and/or honors contracts with a minimum of 12 college credits (each with a grade of B+ or higher), and participate in and report on a community engagement project in consultation with the honors program coordinators.</u> iv. <u>Students who have met all the requirements will receive special recognition as Honors Program Scholars at the Honors Program annual ceremony and receive a special notation on their official transcripts.</u>
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Effective Semester: Fall 2019

Rationale: The Honors Program has existed at BCC for at least 20 years and in its current formation (with some variation) since 2005. The 2018-2019 college catalog (p. 50) and Honors Program web pages describe the multiple aspects of the program, including criteria for honors course and contract enrollment as well as specifications for Honors Scholar status. However, no language exists in the Codification of Academic Rules and Regulations referencing the Honors Program. This proposal would rectify this omission by adding language to the Codification describing the various elements of the Honors Program. In addition, this codification proposal is consistent with such programs now practiced by other colleges within CUNY.

- Proposed: Codifying the Honors Program at Bronx Community College

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	<ul style="list-style-type: none"> ii. <u>A student must also have the approval from the instructor to work on an honors contract.</u> iii. <u>Instructors have the discretion to refuse a request. It is recommended that instructors have no more than 2 honors contracts per semester.</u> iv. <u>Students can have no more than 3 honors contracts or a combination of 3 honors contracts and honors courses per semester.</u> v. <u>Students receiving a B+ or higher in both the course and the honors project will receive an honors credit notation on their official transcript.</u> <p>c. <u>Honors Program Scholars: Students who are motivated to complete 4 or more honors courses or honors contracts while at BCC have the option to apply to become an Honors Program Scholar. Objectives of this component of the Honors Program is to promote academic excellence, encourage civic responsibility, build self-esteem, and provide educational planning assistance and guidance.</u></p> <ul style="list-style-type: none"> i. <u>An application process is required.</u> ii. <u>At the time of application, a 3.4 or higher cumulative GPA based on 9 or more college credits and the completion of or current enrollment in at least one honors course or honors contract are required.</u> iii. <u>For a student to be recognized as an Honors Program Scholar, the student is required to: maintain a minimum 3.4 cumulative GPA, complete any combination of four or more honors courses and/or honors contracts with a minimum of 12 college credits (each with a grade of B+ or higher), and participate in and report on a community engagement project in consultation with the honors program coordinators.</u> iv. <u>Students who have met all the requirements will receive special recognition as Honors Program Scholars at the Honors Program annual ceremony and receive a special notation on their official transcripts.</u>
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Proposed: To provide additional clarification to the Credits Attempted definition, and to add the NC grade to section 4.3.4.

Current Codification:	Proposed Revised Codification:
<p>3.1.6 Credits attempted</p> <p>a. The number of credits for which a student has registered and for which any grade, administrative or academic, has been assigned.</p>	<p>3.1.6 Credits attempted</p> <p>a. The number of credits for which a student has registered and for which any grade, administrative or academic, has been assigned. <u>The phrase “credits attempted” is defined differently when referring to student’s academic standing and satisfactory academic progress (see section 4.3.4).</u></p>
<p>4.3.4 Credits Used for Determination of Academic Standing</p> <p>a. The Index Classification for determination of academic standing shall be applied to all attempted credits except W, WN, and WD grades</p>	<p>4.3.4 Credits Used for Determination of Academic Standing</p> <p>a. The Index Classification for determination of academic standing shall be applied to all attempted credits except W, WN, WD, <u>and NC</u> grades.</p>

Effective Semester: Spring 2019

Rationale: The updated language will ensure that BCC students are not flagged as failing Satisfactory Academic Progress (SAP) on the basis of grades not used for calculating GPA as stated in our Codification section 4.3.4.