

**Bronx Community College  
The City University of New York  
Committee on Instruction and Professional Development  
Faculty and Staff Lounge, Basement, B001, Language Hall**

**AGENDA**

**May 7th, 2019, 4 PM to 6PM**

- I. Call to order (2 minutes)
- II. Approval of the Minutes (5 minutes)
- III. Open Educational Resources (OER) presentation (Matthew Johnson)
- IV. Update on BCC preamble to CUNY academic integrity policy submission to Faculty Senate (Rebeca Araya)
- V. Update on Student Survey and Faculty and Staff Survey Instruments and E-Platform Adoption (Nancy Ritze & Chris Efthimiou)
- VI. Faculty Day (FD) Spring 2019 Wrap-up and Planning for FD 2020 (Mara Lazda)
  - a. Proposal of Certificate of Attendance for FD (Angel Falcon)
- VII. Department Announcements (5 minutes)
- VIII. New Business



*Table for now*

Next meeting Tuesday, September 3, 2019

Respectfully submitted,

Rebeca Araya  
CIPD Chairperson



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Bronx Community College  
The City University of New York  
Committee on Instruction and Professional Development  
Meeting Minutes  
April 2nd, 2019, 4pm-6pm  
Faculty Lounge, Language Hall

Present: Rebeca Araya; Angel Falcon; Zaida Godoy-Navarro; Yunchun Hu; Elise Langan; Mara Lazda; Joël Magloire; John Ziegler; Katherine Acevedo-Coppa; Jawied Nawabi; Howard Irby, Jr.; Mark Lennerton; Sunej Hans; Vivian Rodriguez; Chris Efthimiou; Hamad Khan; Kelvin Cooper; Amber Lake

- I. Call to Order—R. Araya—4:04pm
- II. Approval of the Minutes—R. Araya and A. Falcon
  - a. The minutes were approved by the Body for the March 5<sup>th</sup>, 2019 meeting with appropriate edits by vote of 15-0 with 3 absentions.
- III. Update on the BCC policy on Academic Integrity changes to the Catalog—R. Araya
  - a. On 4/18 the document was sent to Senate for feedback and they will be voting on it in May.
  - b. A. Falcon discussed Library Department support with the creation of modules on plagiarism to supplement the policy.
- IV. Update on the 2018 pilot Student Survey Results.—C. Efthimiou
  - a. C. Efthimiou still soliciting student feedback on the instrument.
  - b. C. Efthimiou also discussed various electronic delivery methods for the instrument and demos that have been done on campus from the vendors.
- V. Update on the Presidential Grant Rubric for 2019-2020—R.Araya
  - a. The rubric was revised, reformatted and distributed to CIPD members. Conversation on more substantive changes will be tabled until Fall of 2019.
- VI. Faculty Day Spring 2019 Updates—M.Lazda
  - a. Faculty Day will be on Friday April 19<sup>th</sup> on “Social Justice and the Community College Education.” The call for papers/presentations/workshops has been broadcast via BCC email. Cheryl Wilkins of Columbia School of Social Work will be the keynote speaker. CIPD will reach out to all social justice organizations across campus for cooperation.
- VII. Department Announcements

- a. Committee members mentioned an array of events throughout campus in the coming months.

VIII. New Business—R. Araya

- a. No new business was taken.

IX. Meeting Adjourned—R. Araya

- a. The body voted to adjourn the meeting by vote of 18-0 at 5:47pm

Submitted,

Angel Falcon, Esq.  
Secretary

#### All.4 Academic Integrity Preamble

Proposed: BCC Preamble to CUNY Academic Integrity Policy to appear in the BCC College Catalog

Academic dishonesty includes cheating, plagiarizing (e.g., paraphrasing or copying from the internet without attribution), obtaining unfair advantage (e.g., gaining early access to exam materials), falsifying records and official documents (e.g., changing an exam/assignment grade), or deceiving a professor or evaluator for academic gain (e.g., using unauthorized assistance with the intent of **deceiving a professor or evaluator**, including but not limited to plagiarism, fabrication, cheating, and sabotage). Academic dishonesty is prohibited by The City University of New York and violates the ethical and academic standards of Bronx Community College (BCC). Students will be held responsible for acts of academic dishonesty, even when unintentional. Academic dishonesty is punishable by penalties ranging from a grade of "F" on a given test, research paper, or assignment, to an "F" in the course, or even suspension or expulsion from the College.

Faculty members at BCC believe that developing students' abilities to think through issues and problems by themselves is central to the educational process. To avoid unintended violations of academic integrity, students should consult with their instructors and advisors as to how to avoid committing acts of academic dishonesty. Further information and guidelines on this subject can be obtained from the BCC Library (<http://www.bcc.cuny.edu/library/library-services/>) and the BCC Writing Center (<http://www.bcc.cuny.edu/services/writing-center/>).

Since academic integrity is vital to BCC as an institution of learning, faculty members will uphold the "CUNY Policy on Academic Integrity", which can be found following this preamble. BCC Faculty and all relevant administrative offices will act in accordance with the CUNY Policy and all applicable bylaws (see Article 15.4 of the Bylaws of the CUNY Board of Trustees). For questions about the BCC implementation of the CUNY Policy on Academic Integrity, please contact the Office of Academic Affairs at 718.289.5139.

**Rationale:** BCC faculty thought it important to add a BCC preamble to the CUNY Academic Integrity Policy published in our College Catalog. This preamble serves multiple functions, including the following: it summarizes several aspects of the CUNY policy, it provides a BCC faculty statement on the importance of academic integrity, it provides access to web-based resources on how to avoid academic integrity issues, it affirms the primacy of the CUNY Policy, and it provides contact information for students/faculty with questions about the policy. Note that the preamble is written to be entirely consistent with the official CUNY Policy on Academic Integrity, to which BCC adheres.





## Departmental Representatives for Governance AY 2019-2020

All academic departments must elect representatives and alternates for two-year terms to the following posts:

### 1. BCC Senate

- Function: serves as the main legislative body of the college.
- Meetings: 9/12, 9/26, 10/31, 11/21, 12/12, 2/27, 3/26, 4/30, 5/14
- Thursdays, 12 – 2 pm

### BCC Faculty Council

- Function: serves as the instructional staff caucus in the senate; elects instructional staff to most senate committees; discusses issues of importance to the instructional staff.
- Meetings: 9/19, 10/24, 11/14, 2/20, 3/19, 4/23
- Thursdays, 12 – 2 pm

### 2. Committee on Academic Standing

- Function: forms and enforces grading policy, requirements for degrees, diplomas and certificates; hears student grade appeals.
- Meetings: 9/11, 9/25, 10/23, 11/13, 12/11, 2/26, 3/13, 3/27, 4/22, 5/13
- Wednesdays, 2 - 4 pm

### 3. Committee on Curriculum

- Function: establishes and changes courses, programs and course pre-requisites.
- Meetings: 9/3, \*9/10, 9/17, 9/24, 10/15, \*10/22, 10/29, \*11/5, 11/12, \*11/19, 11/26, \*12/3, 12/10, 2/4, \*2/11, 2/18, \*2/25, 3/3, \*3/10, 3/17, \*3/24, 4/21, 4/28, 5/5, \*5/12
- Tuesdays, 2 – 4 pm

### 4. Committee on Instruction and Professional Development

- Function: surveys faculty regarding issues of concern, promotes professional development on campus, and conducts workshops for faculty.
- Meetings: 9/3, 10/1, 11/5, 12/3, 2/4, 3/3, 4/7, 5/5
- Tuesdays, 4 – 6 pm



### Meeting Schedule for Senate Committees Fall 2019 - Spring 2020

Committee	Meeting dates	Time	Room Requested	Current Chair	Comments
Senate	9/12, 9/26, 10/31, 11/21, 12/12, 2/27, 3/26, 4/30, 5/14	Thursday, 12 - 2 pm	NH 107	Franklin Moore	
Senate Executive	9/9, 10/28, 11/18, 12/9, 2/24, 3/23, 4/27, 5/11	Monday, 2:15 - 3:30 pm	PCR	Franklin Moore	
Faculty Council	9/19, 10/24, 11/14, 2/20, 3/19, 4/23	Thursday, 12 - 2 pm	NH 107	Roni Ben-Nun	
Academic Freedom	9/24, *11/26, 2/18, *4/21	Tuesday, 2 - 3 pm	Low Hall 100	Farnaz Kaighobadi	*Tentative
Academic Standing	9/11, 9/25, 10/23, 11/13, 12/11, 2/26, 3/13, 3/27, 4/22, 5/13	Wednesday, 2 - 4 pm	South Hall 109	Stephen Powers	
Community Events	9/24, *10/15, *11/12, *12/10, *2/11, *3/10, *4/14, *5/12	Tuesday, 12 - 1:30 pm	PCR	Prathibha Kanakamedala	*Tentative
Curriculum	9/3, *9/10, 9/17, 9/24, 10/15, *10/22, 10/29, *11/5, 11/12, *11/19, 11/26, *12/3, 12/10, 2/4, *2/11, 2/18, *2/25, 3/3, *3/10, 3/17, *3/24, 4/21, 4/28, 5/5, *5/12	Tuesday, 2-4 pm	Meister 228	Howard Clampman	*Tentative
Governance and Elections	9/24, *10/15, *11/5, *12/3, *2/4, *3/3, *3/31, *5/5	Tuesday, 12 - 2 pm	PCR	Simon Davis	*Tentative
Instructional and Professional Development	9/3, *10/15, *11/5, *12/3, *2/4, *3/3, *3/31, *5/5	Tuesday, 4 - 6 pm	PCR	Rebecca Araya	time needs to change

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Year	1950	1955	1960	1965	1970	1975	1980	1985	1990	1995	2000	2005	2010	2015	2020
Population (millions)	1.5	1.6	1.7	1.8	1.9	2.0	2.1	2.2	2.3	2.4	2.5	2.6	2.7	2.8	2.9
GDP (billions)	100	150	200	250	300	350	400	450	500	550	600	650	700	750	800
Per Capita GDP	66.7	93.8	117.6	138.9	157.9	176.2	190.5	204.5	217.4	229.2	240.0	250.0	259.3	267.9	275.9

Space, Facilities, and Physical Plant	9/9, 9/23, 10/21, 11/11, 12/2, 2/3, 2/24, 3/16, 4/6, 4/27	Monday, 2 - 4 pm	South Hall 207 or 109	Laura Broughton	
Student Activities	9/20, 11/15, 2/21, 4/24	Friday, 1 - 2 pm	RBSC 306	Manny Lopez	Room already reserved
VP's and Deans	9/19, 10/24, 11/14, 2/20, 3/19, 4/23	Thursday, 2:15 - 3:30 pm	PCR	Franklin Moore	



## Faculty Day 2019 Brief Report

Pre-registered faculty and staff: 88 (72 pre-registered; 16 walk in)

Students: 17 (6 pre-registered; 11 walk in)

Comments:

### **Most like:**

Keynote made me want to get more involved in helping the students populations discussed.

The session 2 presentation by Sydney Guzman (student) was my other favorite of the day. The discussion for that whole panel "Graphic Design and Social Justice" was great.

Video presentation.

I enjoy having the whats, why and hows that behind what professors are doing in their classes. Having access to my colleagues' approach to giving quality instruction is inspiring.

### **What you would change?**

I liked the three-minute poster presentations. Maybe adding a few more minutes for Q & A afterward would be useful.

Better planning: show correct room numbers on schedule.

Build in time for engagement with professors/presenters. Involve/encourage student participation in Faculty Day as authors/presenters (like roundtable).

### **Suggestions for future topics:**

Reconciling the tension inherent in the faculty vs. student relationship at a community college.

Implications of cultural differences /generational issues and the gap between how students view education/learning and professors' own experiences (beliefs/histories, etc).

### **2020 Spring Calendar**

27 January (Monday) Classes Begin

12 February (Wednesday) College Closed

17 February (Monday) College Closed

7 April (Tuesday) Classes follow Wednesday schedule

8 April (Wednesday) though 16 April (Thursday) Spring Recess

15 May Reading Day; 16-22 Finals

