

Bronx Community College  
The City University of New York  
Committee on Instruction and Professional Development

**AGENDA**

November 6, 2018

- I. Call to order (2 minutes)
- II. Approval of the Minutes (5 minutes)
- III. Update on BCC policy on academic integrity changes (Alex Ott)
- IV. Update on Student Survey (Nancy Ritze)
- V. Update on inclusion of Academic Freedom questions on Faculty Survey (John Ziegler and Nancy Ritze)
- VI. Writing Intensive and Writing Center policies (Swan Kim and Jan Robertson)
- VII. Department Announcements (5 minutes)
- VIII. Faculty Day Spring 2019 Updates (Mara Lazda)
- IX. Updates – Time permitting
- X. New Business – Time permitting

Next meeting: December 4th, 2018, 4:00 – 6:00PM, Faculty and Staff Lounge, Language Hall



## THE WRITING CENTER

## WRITING CENTER LOCATION

Sage Hall Room 100  
Bronx Community College  
2155 University Avenue  
Bronx, NY 10453  
Phone 718-289-5279

### Writing Center Hours:

Mondays 10am-8pm  
Tuesdays 9 am-9 pm  
Wednesdays 9 am-9pm  
Thursdays 9am-8pm  
Fridays 10am-4pm  
Saturdays 10am-3pm  
Sundays 10am-3pm

Director: Jan Robertson  
Evening Coordinator: Kenisha Thomas

English Department Chair: Robert Beuka  
Colston Hall Room 600 ext. 5731

### Tutorial Intervention Program:

Dr. Donna Kessler-Eng  
Colston 618 ext. 3004

### The Bronx Community College Writing Center Mission Statement:

Our mission is to empower students by providing quality collaborative tutoring, fundamental to Writing Center Theory and Practice, in a nonjudgmental space, from which they can leave with greater confidence as writers, having learned something new, having realized the value of their ideas and life experiences, and having found their voice.

## The Writing Center

Write from the heart.



**BRONX**  
COMMUNITY  
COLLEGE

718-289-5279



Writing is a process of exploration and discovery (Peter Elbow)

The Writing Center has three rooms to serve the students' needs:

large room for one-on-one tutoring  
large room for quiet writing and 4 computers,  
large computer room with 30 computers for  
classes or research.



"It isn't by accident that certain tutors are able to produce successful outcomes." (Tarshis)

At the Writing Center students can expect to receive

personal one on one instruction that will lead them to be independent thinkers and learners and writers.

We offer writing assistance in essay writing and

research --paper writing in all subjects including:

CATW and CPE preparation

English

ESL

Geography

History

Art History

Psychology

Sociology

All sciences

All Writing Intensive courses

The Writing Center's Policy on Proofreading

**PROOFREADING POLICY:** Sometimes students wish to have their papers proofread. Proof reading implies co-authoring, raising issues of academic integrity. Students who come to The Writing Center should know they have reviewed their work independently, or they can be given the opportunity to edit independently. The tutor will suggest ways the student can identify errors, and using instructional materials, teach the student error correction.

## The 7 Habits of Highly Effective Tutors

By Barry Tarshis

This article is excerpted from *Wisdom of Practice* by Mark Lepit was published in *Improving Academic Achievement* (Elsevier Science)

1. **Intriguing:** Highly effective tutors are not simply "familiar" with the subjects they teach, they are steeped in and are passionate about those subjects.
2. **Intriguing:** Highly effective tutors have sincere and empathetic interests in what is happening in the personal lives of the students.
3. **Socratic:** Highly effective tutors rely primarily on the Socratic method of teaching. Instead of simply pointing out and correcting errors, they ask questions...that help the student think through the problem... and figure out the problem themselves.
4. **Progressive:** Highly effective tutors do their best to structure the corrective aspects of the tutoring process in a systematic way, starting out with concepts that are familiar to the student and moving forward in a more difficult manner.
5. **Offer indirect feedback:** Highly effective tutors direct their feedback to the process that has led a student to make a decision, as opposed to the ability level of the student.
6. **Reflecting:** Highly effective tutors measure successful learning outcomes on whether students understand and can articulate the rationale behind the correct answer.
7. **Encouraging:** Highly successful tutors view themselves as coaches, instilling confidence, stimulating curiosity and equipping their students with the ability to take control of their learning destinies.

Attendance 11/6/18

W.C.  
→ TUTOR

✓ Swan Kim → wac  
guest

✓ Chie Langan

✓ MARI LAZDA

✓ Jeffrey Ewell

✓ Quiana Berry

✓ Lisa Ighomuaye

✓ Yunchun Hu

✓ Senej Hans → guest

✓ Chris Efthimiou

✓ Alex Off → guest

✓ Carl Andrews

✓ Nancy Ritze

✓ HAMAD KHAN

✓ Zaida Godoy Navarro

✓ John Ziegler

✓ Chris Moseley

✓ Joël Magbire

✓ Rebecca Araya

✓ Betty Doyle

✓ Jan Robertson → w.c.  
guest

✓ Angel Falcon

✓ Kalvin Cooper

✓ Katherine Avedo Coppa

Clarence Hodge  
(Nursing)

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3/4  
5/8

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John Ziegler

Draft of questions to be included on the annual Faculty and Staff Survey:

1. Have you ever experienced an infringement on your academic freedom at BCC?

Definition of Academic Freedom at BCC: "The freedom of faculty, staff, students, and invited guests of Bronx Community College (BCC) to express their ideas, thoughts, and opinions in forms of teaching, research, speech, writing, or participation in college governance without restriction or fear of reprisals."

- 1) Yes
- 2) No
- 3) I'm not sure

OF I'M NOT SURE:

If the answer is YES, briefly describe the context(s):

2. I understand my Academic Freedom Rights and Protections.

- 1) Yes
- 2) No
- 3) I'm not sure

COMMENTS HAVE WITNESSED/EXPERIENCED  
OF ~~EXPERIENCED~~  
A.F.





# HOLISTIC FITNESS WORKSHOP

Staff & Faculty Community - Building



Join BCC HPER faculty: Professor Kelvin Cooper  
& CLT, Luis Cortorreal

Thursday - November 8, 2018

DOJO - AG 304

&

Friday - November 16, 2018

Alumni Gym 4th Floor (enter at the back)

Both Workshops will be 12-1:15 pm

Explore proper body alignment while building a  
healthy body and sense of community.

Department of Health, Physical Education & Recreation  
Bronx Community College Alumni Gym



CUNY Community College:	Document Title /Web Area and hyperlink:	Page:	Specific Policy Title:	Findings:
BCC	<a href="#">College Catalog 2018-2019</a>	p. 81	CUNY Policy on Academic Integrity	CUNY Policy only
BMCC	<a href="#">BMCC Catalog</a>	p. 122	BMCC Policy on Plagiarism	Gives a local, college-based, summary of plagiarism.
Guttman	<a href="#">College Bulletin 2019-2019</a>	p. 75	Academic Integrity (CUNY Manual of General Policy 1.03)	Links to CUNY Manual of General Policy. No local context.
Hostos	<a href="#">College Catalog 2018-2019</a>	p. 264	CUNY Policy on Academic Integrity	CUNY Policy only
Kingsborough	<a href="#">Kingsborough Website: Academics College Catalog 2018-2019</a>	N/A	Notifications, Policies and Regulations (CUNY Policy on Academic Integrity) in web-based catalog	CUNY Policy only
LaGuardia	<a href="#">College Catalog 2018-2019</a>	p. 192	Academic Dishonesty	Interesting... Did a simplified version of the CUNY policy summarizing the things you shouldn't do in 6 paragraphs and warning you could get an F or be suspended. Then referenced the (outdated) CUNY policy from 2004
Queensborough	<a href="#">College Catalog 2018-2019</a>	p.40	Academic Standing (The City University of New York Revised Academic Integrity Policy)	CUNY Policy only

