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; Marshe 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 ECC Director of Project S05, 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 subcommittee 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.

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

Respectfully submitted

Marsha Cummins,
Secretary Pro tem