

BRONX COMMUNITY COLLEGE  
of the City University of New York  
**Committee on Academic Standing**  
Minutes of September 27, 2023 (Loew Hall, 200)

**Present:** Rasheen Allen (Bio), Laurel Cummins (World Lang), Julian Espinosa (Stu), Teresa Fisher (CommAS), Janet Heller (HPER), Paul Jaijairam (Bus), Noah Jampol (Eng), Eugene Mananga (Eng Phy Tech), Octavio Melendez (Adv, OAA), Kwame Nyarko (Soc Sc), Stephen Powers (Edu), Manish Sharma (Nur), Karen Thomas (Reg), James Watson (Library), Suzanne Zybert (Math)

**Present Alternates:** Anita Rivers (Reg)

**Guests:** Cheryl Byrd (Ac Appeals Agent), Jessica Cabrera (ASAP), Cynthia Suarez-Espinal (CD), Alex Ott (OAA)

**Absent/Excused:** Anthony Gatto (A&M), Kamal Ismail (Chem), Wladyslaw Roczniak (Hist), 2 unnamed SGA members, 2 unnamed students (Stu)

1. **Call to Order:** At 2:08 P.M., meeting called to order by S. Powers. He thanked K. Thomas for the snacks she provided.
2. **Approval of the September 13, 2023, minutes:** After a motion by J. Heller seconded by O. Melendez, the minutes from 09/13/23 were approved unanimously by the voting members present. *E. Mananga arrived after the vote.*
3. **Appeals report:** C. Byrd reported there were 224 approved appeals from the summer (waiver, FYFFP [First Year Freshman Forgiveness Policy], administrative, and statutory). Numbers on denials are forthcoming.
4. **Valedictorian/Salutatorian Selection:** (see agenda) A. Ott continued the conversation about potential changes to the valedictorian/salutatorian selection process. One proposal is to consider summer graduates for the June ceremony. Specifically, he suggests revising the language to include students who are one class away from graduating after the spring semester and are enrolled to take that final class that summer (e.g., student will take a class in July 2024 to complete degree, can be considered for the June 2024 graduation ceremony). Ott offered a second proposal to revise the language to specify “associate” students (graduates) only in the criteria. A third proposal regards whether to include courses posted as credit for prior learning such as AP exams in the calculation. Discussion ensued. Members were asked to bring these proposals back to their departments for feedback. A. Ott will send out an updated proposal for members to share with their departments.
5. **Statute of Limitations:** (see agenda and proposal) S. Powers suggested that the policy should match practice. Right now, there is some ambiguity in the policy that could be misinterpreted. Conversation continued. Members were asked to share the revised proposal with their departments and discuss this BCC-specific policy (no other CUNY campus has it) including what changes (e.g., five years instead of seven?) they would recommend, if any.
6. **Grade Appeal Process:** (see agenda) The conversation is tabled until more guidance is received from CUNY Central.
7. **New Business:** None
8. **Adjournment:** After a motion from P. Jaijairam seconded by J. Watson, the meeting adjourned at 2:53pm.

Meetings are held on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the month. The remaining 2023-24 meetings are: 10/11, 10/25, 11/8, 12/13 (Reading Day); 2/14, 2/28, 3/13, 3/27, 4/10, 5/8. Meetings will take place in Loew Hall, 200.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Teresa A. Fisher".

Teresa A. Fisher, Recording Secretary

Handouts: agenda, 4.7 statute of limitations proposal

## COMMITTEE ON ACADEMIC STANDING

September 27, 2023: 2:00 – 4:00

Loew Hall 200

### AGENDA

1. **Call to order** Steve Powers
2. **Approval of Minutes from 9/13/2023** Teresa Fisher
3. **Appeals Report – Summer 2023, etc.** Cheryl Byrd
4. **Val/Sal Selection** (see attached) Alex Ott, et al  
Meeting with Committee 4/19/23
  - 6.A Val/Sal 11.7.b.ii - Calculation of the academic index for such determination shall include-grades for courses transferred, if any.
  - 6.B Is a student who earns a 30 or so credit certificate, be Eligible to be the Val/Sal? At the moment, the answer is ‘yes.’
  - 6.C To the Val/Sal discussion, I’d like to also raise the following issue:  
**Inclusion of Summer graduates in Val/Sal consideration.**

As you know, we currently include Summer grads, Fall grads, Winter grads, and anticipated Spring/June grads in the Val/Sal selection. This leads to summer grads from the previous year sometimes being the Val or Sal for the current year (as it is this June for Val). This can seem odd or jarring, as sometimes this person has gone through ceremonies in the previous June, but has now become Val/Sal in the following June. Additionally, sometimes these students have already completed a year of studies at another college.

**The most likely solutions to address this issue also have complications:**
    - Include likely summer grads in Val/Sal consideration for the same year.
    - Exclude all summer grads from participating in ceremonies for the same year. (Currently students can participate in ceremonies if they have only one course outstanding and are enrolled in a summer section of the course.)
    - Exclude summer grads from any Val/Sal consideration entirely
5. **Statute of Limitations** (see attached) Teresa Fisher/Steve Powers  
Grades must be seven years old. There must be ‘progress (grade of C or better)’, should ne the new grades also be 7 years from the time of the failed grades?
6. **Grade Appeal Process, as stated by CUNY** Alex Ott continues....  
Tabling the process for the moment to gain more guidance from CUNY Central

### Meeting Dates, Fall 2023:

10/11, 10/25, 11/8, 12/13 (Reading Day)

### Tentative spring 2024 meeting dates:

2/14, 2/28, 3/13, 3/27, 4/10, 5/8

**Revision:** To modify the selection process used to determine the valedictorian and salutatorian by amending the objective criteria to address associate degree versus certificate program as well as explore questions regarding courses taken at prior colleges and prior learning.

| <i><b>Current Policy</b></i>   | <i><b>Proposed Policy</b></i>   |
|--|---|
| <p><b>11.7 Graduation Honors</b></p> <p>a. It is generally recognized that the academic honor of valedictorian or salutatorian is reserved to students who have accomplished the highest academic achievements in their graduating class. The college commencement committee shall be responsible for the selection of the valedictorian and salutatorian.</p> <p>b. In making their selections the committee shall follow the following criteria and process:</p> <ol style="list-style-type: none"> <li>The valedictorian and salutatorian shall be those students having the highest and next highest academic index among those graduating.</li> <li>Calculation of the academic index for such determination shall include-grades for courses transferred, if any.</li> <li>Calculation of the academic index for June graduates shall include all courses taken exclusive of those currently being taken during their terminal Spring semester.</li> <li>Mid-term grades shall not be used to calculate the cumulative index for the purpose of selecting the valedictorian or salutatorian.</li> <li>In those cases where the foregoing procedures do not result in a clear difference among competing individuals, the commencement committee shall consider the following additional factors to distinguish the scholarship performance of candidates*               <ol style="list-style-type: none"> <li>number of credits with grade of A+</li> </ol> </li> </ol> | <p><b>11.7 Graduation Honors</b></p> <p>a. It is generally recognized that the academic honor of valedictorian or salutatorian is reserved to students who have accomplished the highest academic achievements in their graduating class. The college commencement committee shall be responsible for the selection of the valedictorian and salutatorian <b>from the graduating associate degree students.</b></p> <p>b. In making their selections the committee shall follow the following criteria and process:</p> <ol style="list-style-type: none"> <li>The valedictorian and salutatorian shall be those students having the highest and next highest academic index among those graduating <b>with an associate degree.</b></li> <li>Calculation of the academic index for such determination shall include-grades for courses transferred, if any.</li> <li>Calculation of the academic index for June graduates shall include all courses taken exclusive of those currently being taken during their terminal Spring semester.</li> <li>Mid-term grades shall not be used to calculate the cumulative index for the purpose of selecting the valedictorian or salutatorian.</li> <li>In those cases where the foregoing procedures do not result in a clear difference among competing individuals, the commencement committee shall consider the following additional factors to distinguish the scholarship performance of candidates*</li> </ol> |

**Commented [AO1]:** Recommend a discussion here on whether language should be changed to include all courses at previous college(s).

**Commented [AO2]:** Consider a new item that addresses CPL (e.g., AP) and whether the "grade" on the CPL should be considered equivalent to a college course grade.

| <i>Current Policy</i>  | <i>Proposed Policy</i>  |
|--|---|
| <ul style="list-style-type: none"> <li>b) GPA after recalculation that includes all grades earned at all colleges, including F, NC grades and (or other grades) that may have been forgiven by institutional policies</li> <li>c) fewest number of P and CR grades</li> <li>d) fewest number of transfer credits</li> <li>e) number of credits with honors designation</li> </ul> <p>*(Note that the above five items—a, b, c, d, e—are sequential and exclusive. That is, 5a shall be considered before 5b. If 5a distinguishes the candidates, no consideration of 5b is permissible, etc.)</p> <ul style="list-style-type: none"> <li>vi. In those cases where the foregoing procedures do not result in a clear difference among competing individuals, the commencement committee will name co-valedictorians and no salutatorian.</li> </ul> <p>c. Note: In the above paragraphs the term “shall” is construed to be mandatory while the term “may” is construed to be permissive.</p> | <ul style="list-style-type: none"> <li>a) number of credits with grade of A+</li> <li>b) GPA after recalculation that includes all grades earned at all colleges, including F, NC grades and (or other grades) that may have been forgiven by institutional policies</li> <li>c) fewest number of P and CR grades</li> <li>d) fewest number of transfer credits</li> <li>e) number of credits with honors designation</li> </ul> <p>*(Note that the above five items—a, b, c, d, e—are sequential and exclusive. That is, 5a shall be considered before 5b. If 5a distinguishes the candidates, no consideration of 5b is permissible, etc.)</p> <ul style="list-style-type: none"> <li>vi. In those cases where the foregoing procedures do not result in a clear difference among competing individuals, the commencement committee will name co-valedictorians and no salutatorian.</li> </ul> <p>c. Note: In the above paragraphs the term “shall” is construed to be mandatory while the term “may” is construed to be permissive.</p> |

### Rationale:

This new language now excludes certificate graduates given that their degree does not include the same number of credits (generally half) of the associate degree as well as...

**Revision:** To clarify the statute of limitations policy regarding the time elapsed since the course at issue was taken, the academic achievement necessary for the policy to be invoked, and the student action necessary to be considered for the policy.

| <i><b>Current Policy</b></i>   | <i><b>Proposed Policy</b></i>  |
|--|--|
| <p><b>4.7 Statute of limitations</b></p> <ul style="list-style-type: none"> <li>a. A student may appeal to the CAS for the removal, in the computation of the grade point average (GPA), of a grade received in a course taken more than seven years prior to the appeal, provided the student has not been awarded a degree from the College.</li> <li>b. Removal of a grade from the computation of GPA shall not be an automatic procedure. <del>The student shall be required to have exhibited significant academic achievement subsequent to the semester in which the grade was received.</del></li> <li>c. Removal of a grade from the computation of the GPA does not constitute removal of the record of the course and grade from the student transcript.</li> <li>d. In the event a grade is removed from the computation of the GPA, the student shall be informed by the CAS that should the student transfer to another college, the receiving institution reserves the right to retain the grade in question.</li> <li>e. Should the CAS grant the appeal, a notation that the grade is non-credit and non-indexible will be appended to the original grade.</li> <li>f. Courses which have been granted the status of "non-credit, non-indexible" cannot be counted toward meeting the requirements for the degree.</li> <li>g. The appeal must be entertained by the CAS prior to the graduation meeting of the CAS. It must be initiated no later than the semester in which the student would be eligible to graduate, were the appeal to be granted.</li> </ul> | <p><b>4.7 Statute of limitations</b></p> <ul style="list-style-type: none"> <li>a. A student may appeal to the CAS for the removal, in the computation of the grade point average (GPA), of a grade received in a course taken <u>at least</u> seven years prior to the appeal, provided the student has not been awarded a degree from the College.</li> <li>b. <u>To remove the grade, the student must pass an equal number of credits with a C or better, at least seven years later.</u></li> <li>c. Removal of a grade from the computation of GPA shall not be an automatic procedure. <u>Students must apply for the appeal by submitting a personal statement and a transcript as well as submit the appeal form.</u></li> <li>d. Removal of a grade from the computation of the GPA does not constitute removal of the record of the course and grade from the student transcript.</li> <li>e. In the event a grade is removed from the computation of the GPA, the student shall be informed by the CAS that should the student transfer to another college, the receiving institution reserves the right to retain the grade in question.</li> <li>f. Should the CAS grant the appeal, a notation that the grade is non-credit and non-indexible will be appended to the original grade.</li> <li>g. Courses which have been granted the status of "non-credit, non-indexible" cannot be counted toward meeting the requirements for the degree.</li> <li>h. The appeal must be entertained by the CAS prior to the graduation meeting of the CAS. It must be initiated no later than the semester in which the student would be eligible to graduate, were the appeal to be granted.</li> </ul> |

**Rationale:** The updated language will reduce confusion in application of the statute of limitations policy by specifying key aspects of the policy more explicitly.

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|--|---|
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Date: 09/27/2023

BRONX COMMUNITY COLLEGE of the City University of New York

Committee on Academic Standing

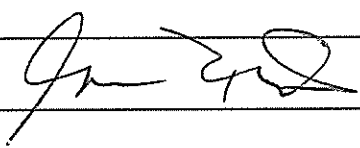
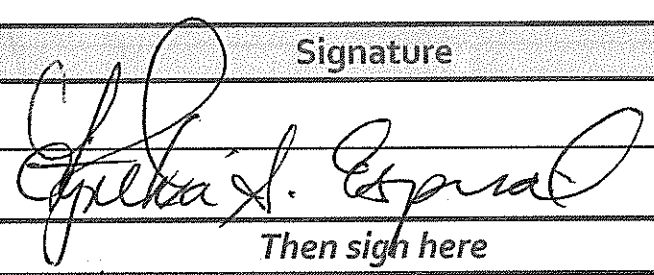
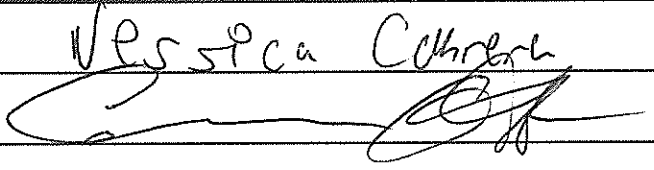
| Members: (22) (name and department)  | Signature          |
|--------------------------------------|--------------------|
| Allen, Rasheen (Biology)             | Rasheen Allen      |
| Cummins, Laurel (World Lang)         | Laurel Cummins     |
| Espinosa, Julian (Student)           | Julian Espinosa    |
| Fisher, Teresa (Comm Art & Sc)       | Teresa Fisher      |
| Gatto, Anthony (Art and Music)       | Anthony Gatto      |
| Heller, Janet (HPER)                 | Janet Heller       |
| Ismail, Kamal (Chemistry)            | Kamal Ismail       |
| Jaijairam, Paul (Business)           | Paul Jaijairam     |
| Jampol, Noah (English)               | Noah Jampol        |
| Mananga, Eugene (Eng Phy Tech)       | Eugene Mananga     |
| Melendez, Octavio (Adv-OAA)          | Octavio Melendez   |
| Nyarko, Kwame (Soc Science)          | Kwame Nyarko       |
| Powers, Stephen (Ed & Ac Lit), Chair | Stephen Powers     |
| Roczniak, Wladyslaw (History)        | Wladyslaw Roczniak |
| Sharma, Manish (Nursing)             | Manish Sharma      |
| Thomas, Karen (Registrar)            | Karen Thomas       |
| Watson, James (Library)              | James Watson       |
| Zybert, Suzanne (Math & Comp Sc)     | Suzanne Zybert     |
| (Stu)                                |                    |
| (Stu)                                |                    |
| (SGA)                                |                    |
| (SGA)                                |                    |
| Alternates: (name and department)    | Signature          |
| Blanchard, Doug (A&M)                |                    |
| Cano, Nefertiti (Nursing)            |                    |
| Cobb, Gregory (Social Science)       |                    |



Date: 09/27/2023

BRONX COMMUNITY COLLEGE of the City University of New York

Committee on Academic Standing

| Alternates: (name and department) | Signature  |
|-----------------------------------|--|
| Cruz, Carlos (CommArtsSc)         |  |
| Rodriguez, Vivian (Nursing)       |  |
| deJong-Lambert, William (History) |  |
| Di Tommaso, Kathryn (Eng)         |  |
| Hodges, Michael (HPER)            |  |
| Ingram, Z. (World Lang)           |  |
| Novak, Natalia (Math)             |  |
| Rivers, Anita (Registrar)         |    |
| Shang, Enyuan (Biology)           |  |
| Simpson, James (Business)         |  |
| Therese, Soosairaj (Chemistry)    |  |
| Todoro, Joseph (Ed & Ac Lit)      |  |
| Tursi, Grace (Eng Phy Tech)       |  |
|                                   |  |
|                                   |  |
|                                   |  |
| <b>Non-voting members:</b>        | <b>Signature</b>   |
| Byrd, Cheryl (Appeals Agent)      |  |
| Suarez-Espinal, Cynthia (CD)      |  |
| <b>Guests: Please print name</b>  | <b>Then sign here</b>  |
| Cabrera, Jessica (ASAP)           |  |
| Ott, Alexander (OAA)              |  |
|                                   |  |
|                                   |  |
|                                   |  |