



To: Members of the College Council
Date: March 29, 2016
From: Michael Sokolow, Secretary
Subject: Agenda for the Meeting of April 5, 2016

The College Council will meet on Tuesday April 5, 2016 in Room M-240 at 3:00 PM.

AGENDA

I. Approval of the minutes of the meeting held on November 17, 2015

II. Reports

A. President's Report

a. Update on upcoming Middle States visit

B. Instructional Committee Report

The Instructional Committee presents the following resolution:

WHEREAS, a central repository for the administration of final examinations – commonly known as the “Vault” --is a crucial resource for ensuring that such exams are administered in the case of instructor absence; conflict exams; and the retrieval of exams by the Office of Testing for the reconciliation of incomplete grades; and

WHEREAS, the Vault allows for Access-Ability Services to format exams to reasonably accommodate students' needs in compliance with the Americans with Disabilities Act; and

WHEREAS, the current process of submitting paper copies of examinations well in advance of the final exam testing date causes difficulty in instructors' preparation of examinations that are reflective of the entire course's discussion; therefore be it

RESOLVED, the College Council requests that the College explore the development of a secure digital alternative procedure for the timely and expeditious submission and archiving of final examinations to the Vault. This option shall be developed as a voluntary alternative to the current mechanism for submitting examination originals to the College.

C. Legislative Committee and Secretary's Report

a. The Instructional Faculty members of the Council will select six (6) Faculty Nominees from different disciplines to serve on two CUNY Common Core Course Review Committees:

- Subcommittee One: "English Composition," "Creative Expression," "World Cultures and Global Issues," and "U.S. Experience in its Diversity." (3 faculty members nominated)
- Subcommittee Two: "Mathematical and Quantitative Reasoning," "Life and Physical Sciences," "Scientific World," and "Individual and Society." (3 faculty members nominated)

Each college will have the opportunity to have one representative on each of the two subcommittees. [CUNY will choose two from the list of six nominees submitted by KCC.] They will serve a two-year term from Fall 2016 through Spring 2018.

Committee members will review courses via the CUNYfirst course review system (training will be provided) and discuss/vote on courses remotely or in person. The committee may also be asked to review courses submitted via the student appeals process.

Each committee member will receive one course release for the two-year term.

b. There will be a special College Council meeting with the Middle States Evaluation Team during its site visit to KCC. The meeting will take place on Tuesday, April 12 from 3:00 – 4:00 PM in M-240, the MAC Rotunda.

III. New Business