

**Instruction Committee Meeting  
February 3, 2021**

Present: Jean Amaral, Andres Colapinto; Miguel Castro Nunes Fiolhais, Lisa A. Grace, Maureen H. Keenan, Michael J. McGee, Scott Tulloch

Chairperson Andres Colapinto brought the meeting to order, and minutes of December 2 meeting were approved.

The committee discussed the NC grading policy that was in effect prior to the emergency pandemic change from CUNY. The committee has been asked to revise BMCC's policy to reflect the fact that standing CUNY policy says only an F grade can be assigned NC. The committee's discussion included whether or not we should include a CR option for grades of C- and D. It was decided to confer with SGA representatives and the registrar to get more information before drafting a proposal. Professors Colapinto, Grace, Rose, and Turloch will ask for a meeting with them.

(see Chair's addendum below)

The Student Experience Survey that has been in development for the last two years will be field tested by invited faculty in March. Feedback will be requested and inform any revisions. Input will also be requested from students in two Zoom meetings to learn if the questions are clear and how long it takes to complete. Professors Grace, Keenan, Fiolhais, and Amaral will organize these meetings.

Professors Colapinto, McGee, Rose and Turloch will review the instrument and meet with Dean Shults to discuss the logistics of making the instrument available for field testing in March, and how the results can most effectively be interpreted.

The request to consider language about students' names and gender was tabled for the next meeting, as was discussion about the development of a resolution about trauma informed practices for the college.

The meeting was adjourned at 3:52.

Respectfully submitted,  
Michael McGee

**Chair's Addendum:** After determining that an immediate change is needed to bring BMCC's NC policy in line with CUNY policy, we are drafting a proposal to that effect for the next Senate meeting. Please see attached draft.

2/8/2021

**BMCC: Academic Senate Instruction Committee**

RESOLUTION REGARDING THE N/C GRADE

WHEREAS BMCC's current NC policy converts earned letter grades of C- or below to an NC for students who have opted in, and

WHEREAS CUNY policy requires that only earned F grades can be converted to NC,

THEREFORE BE IT RESOLVED that BMCC's NC policy should read as follows. (The relevant change is to item #5 only).

- 1) All degree programs may opt-in, opt-out, or adapt the NC grade option for individual classes within their department, subject to the approval of the BMCC Academic Senate.
- 2) The option to take a course as NC will only be offered to freshmen.
- 3) A freshman is defined as a student who has earned 30 credits or less, including transfer credits. Non-credit bearing remedial classes will not be included in these 30 credits.
- 4) A freshman may apply to take a maximum of 8 credits, or 2 classes, as NC.
- 5) A student who requests and is granted the NC option, and earns an F grade, will receive an NC grade instead. A student who requests and is granted the NC option, and earns a grade of D- or above will receive their earned grade.
- 6) Students should be encouraged to consult with their instructor when requesting the option of an NC grade, ideally via a pop-up or certification on the NC application form.
- 7) Students who opt for an NC grade can participate in the student evaluation process.