

**STUDENT AFFAIRS & ENROLLMENT MANAGEMENT**  
**GENERAL FACULTY REPORT**  
**Spring 2009**

**Academic Advisement.** During the fall 2008 term, the professional staff saw 7852 students for walk-in advisement, 1675 students for Worksheet Appointments and provided guidance via email for 300 students. Additionally, the Center's peer advisors saw 144 students for Walk-in Advisement. This year, the Center has focused its efforts on retention, outreach and increased accessibility, technology and further strengthening faculty and advisor partnerships.

**Retention.** The Center sponsored workshops to assist students on probation covering academic policies governing their status and provided academic strategies to improve academic performance. A total of four sessions were held in the fall. Participating students reported feeling positive about their ability to improve their grades. Based on the number of students who have contacted the Center we are utilizing various methods (phone calls, Facebook, etc.) to reach students about important dates, policies and programs. In September 2008, the Center ran two ten-week In-Gear workshops for 18 students reinstated through the Joint Committee on Academic Standing. In-Gear seeks ensure academic success for reinstated students by addressing some important issues which may be hindrances including Personal Motivation, Decision Making and Managing Time Wisely.

**Outreach and Increased Accessibility.** In an effort to increase outreach and accessibility, all but two Advisement staff members taught Freshman Seminar (FRO 1000) in the fall 2008. The Center also sponsored several targeted events to reach specific populations. The International Students Fair afforded 54 current international students the opportunity to learn about academic advisement and its relationship to the International Students Services Office. At the Freshman Open House 194 freshmen met with the academic advisement staff in a very informal Q and A session. For the "Senior Send Off," 198 academic worksheets and graduation checklists were completed in advance for graduating seniors. One hundred and nine (109) students later came to the Center to meet with an advisor and pick up their final worksheet. Finally, during a four-day period three advisors set up shop on the first floor of the NVC and provided walk-in advisement entitled, "Express Advising." The three advisors met with approximately 280 students. This provided essential support to the Center staff during the busy November registration period.

**Technology.** The Center for Academic Advisement is using Facebook to advertise our programs and to alert students of important policies and information about Baruch College. We are working to increase participation in our page. **DegreeWorks** use and satisfaction was assessed during the fall 2008. The results of this assessment are still being analyzed. Once finalized, the Center will create an action plan to address any student concerns which may surface.

Faculty and Advisor Partnerships. The Center hosted the second annual Faculty Advisor Reception in late September. During the reception, 19 faculty members met the advisement staff. The discussion centered on a comparison of the academic advisor's role with the role of a faculty advisor. There was a universal agreement that we all must "be on the same page," when communicating with students. Two Academic Forums were also held in the fall including, "*CIS: The Hot New Major*," sponsored with the CIS faculty to share with students the many career opportunities that exist for those students who want to major in CIS and the new course offering for majors. During the second forum, "*The Road to Law School: A Philosophical Approach*," Professor Sundeep Sreekumar lectured on how and why philosophy relates to law school. The forum was co-sponsored with the Pre-Law Program and the Pre-Law Society.

Upcoming events. During the spring 2009 semester, the Center will continue its targeted outreach to students in academic jeopardy with its six week Students Toward Success program. Two hundred and fifty (250) second semester freshman and transfer students in academic jeopardy have been invited to participate. (*Note: this is the first year transfer students have been included in this program.*) Additionally, the 22 students reinstated to the College for the spring through the Joint Committee on Academic Standing have been required to participate in this spring's In-Gear program. Finally, the Center will again host its very successful Major/Minors Fair in March and its Student Services Fair in April 2009.

**Athletics and Recreation.** Physical Education classes continue to fulfill an important need for the students at Baruch. While there are a limited number of class offerings due to resources, almost all classes are filled to capacity. Three adjunct classes are offered in the Fall semester, and three in the Spring semester. Eight winter intersession courses were offered that were very popular. Since we are one of the few departments that offer a one-credit course, many students want to enroll to meet financial aid as well as graduation needs.

The Men's Volleyball Team was ranked 12<sup>th</sup> in the Country; the point guard on the Women's Basketball Team is ranked #1 in the nation in assists; Kalea Davis has broken the national record in NCAA basketball for the number of games where she scored and rebounded in double figures, both Men's and Women's basketball teams are undefeated in the conference (the first time in CUNY history), and several other student-athletes are competing at levels that have advanced our drive toward a nationally recognized top 25 athletics program at the Division III level. This year our teams have competed against MIT, Emory, NYU, Stevens Institute, Manhattan College (Division I), Colby, the University of Texas – Dallas, and Roanoke.

Having finished 2<sup>nd</sup> in the CUNY Commissioner's Cup standing for 2007-08, the goal for 2008-09 is to recapture the Cup. Five of the six teams in the fall and winter were able to garner points toward the Commissioner's Cup – three teams finished in second and two teams finished in third place. With the Men's and Women's basketball teams having undefeated conference records so far, both will contribute heavily in total points. Men's volleyball, Men's tennis and softball have a good chance of winning their conference championships. Hunter College, as they have for the past 4 years, will be our main competitor.

With each incoming cohort of students, we are finding that more and more students utilizing the ARC facilities. More students are coming down to the Fitness Center, pool, and gyms to participate. With the ARC opening for over 90 hours per week, the students are making good use of the facilities. The rentals and outside memberships are consistent and provide critical resources to the overall operation of the ARC. The income is vital in keeping the ARC open for the numbers of hours that are offered.

**Counseling Center.** During the fall 2008 semester, the Counseling Center continued its efforts in outreach and program development by partnering with Student Life's Helpline (Health and Wellness Peer Counseling Program). The Counseling Center staff have played a key role in the clinical training and supervision of the peer counselors. We have also assisted the student representatives of the newly formed Student Veterans Association in developing the group's peer mentoring component. We continue to work closely with the newly established Campus Intervention Team (CIT) to ensure that troubled students get immediate attention and services that they need.

**Grants and Research.** Over the course of the last three years, we received several grants: (1) Council for \$50,000 which was renewed for an additional year; (2) Councilwoman Rosie Mendez for \$5,000; (3) State Senator Liz Krueger for \$5,000; (4) the Herman Goldman Foundation for \$5,000, which was also renewed for an additional year; (6) New York University (NYU) in conjunction with the New York Community Trust (NYCT) for \$16,000, which was renewed for an additional year and (7) the van Amerigen Foundation awarded us with a two-year grant totaling \$120,000. The grants from NYU and NYCT were used to hire Dr. Greg Benitz who focused on developing the program initiative to establish best practice methods for treating depression among college students. The depression collaborative research team currently consists of Dr. Kasnakian, Dr. Benitz, and Dr. Davis. The two-year grant funded study is a collaborative study with New York University, Princeton University, Cornell University, Hunter College, and other universities nation-wide.

Through our participation in the depression initiative we have remodeled our delivery of service to students. Major improvements included screening for depression and alcohol to measure severity for all students seeking treatment at the Center, the establishment of a triage system, and a comprehensive tracking system that allows us to more efficiently follow up on all of our cases including the volume of high risk students we serve. We are also now able to more efficiently run analyses on the clinical data to assist in treatment planning and further program development. Preliminary results of our collaboration was presented at the annual New York Metropolitan Conference on Mental Health in December 2007, NASPA Mental Health in Tampa, Florida in January, and the quarterly National College Depression Partnership (NCDP) Conference, which we co-hosted with NYU and other participating universities in New York City in June. We are scheduled to co-host other NCDP conferences in October and March 2009, and our proposal has been accepted for a presentation at the American College Health Association meeting in May 2009. We are also working on a manuscript regarding our findings.

The Center has initiated two additional research studies examining treatment outcome and efficacy among college students. These studies are in association with Fordham University

and the University of Maryland. Dr. Jairo Fuertes, one of the Center's Adjunct Professors and a faculty member at Fordham University chaired the study in association with Dr. Cheng, Dr. Kasnakian, and Dr. Kessler at the Center. The findings of the studies were presented at the annual conference of the Society for Psychotherapy Research (SPR) in Barcelona, Spain in June 2008, and the annual conference of the American Psychological Association (APA) in Boston in August 2008.

**Training.** We maintained the administrative and curriculum efforts for our three training programs and expanded one of the programs to include two additional part-time trainees. Our training programs include: (1) Beth Israel Medical Center psychiatric residency rotation, (2) psychology pre-doctoral internship program and (3) psychology graduate-level externship program. We increased our graduate level externship program with two doctoral level trainees in psychology. Our programs continue to attract excellent psychiatric residents from Beth Israel Medical Center, and doctoral and masters level psychology candidates from both the tri-state area as well as nation-wide. Every year the number of applicants for our pre-doctoral internship program increases substantially as our reputation for excellent training spreads to the academic communities throughout the nation.

**Groups at the Counseling Center.** A women's group focused on depression is being co-led at the Counseling Center. This weekly psychotherapy group aims to provide support to women struggling with symptoms of depression. An LGBT support group is also being co-led in the spring semester at the Counseling Center. This group will address issues including but not limited to: the coming out process, LGBT identity, struggles with relationships, discrimination, etc. In acknowledging that LGBT individuals face a very special kind of minority stress which has been shown to contribute to many negative health outcomes, such as depression and anxiety, the Counseling Center is becoming more actively involved in serving the LGBT community at Baruch in this regard.

**Disability Services.** Since our fall report, much has occurred in the Office of Services for Students with Disabilities. Sixty-two (62) new student intakes were conducted. Notably, we have utilized technology to provide better academic support to our students. For the first time, we utilized Skype for a student who was absent from classes following a serious car accident, we purchased a Braille portable note taker and we purchased a portable scan and read device. Additionally, our relationship with the LEADS Project has provided meaningful career-related support services for 53 students.

The following are two examples of the difference that LEADS has made for Baruch students:

A student earning a degree in Accounting encountering had numerous difficulties with memory and problem solving due to his disability. Through the LEADS Project, he received a neuropsychological evaluation to identify his major areas of deficit. In addition, he has been referred to a program to help him better understand his disability and learn new ways of functioning. Alongside this program he will receive medical and psychiatric care to comprehensively address his condition. Additionally, he will be offered training through certification program and job placement assistance once he is ready to return to work.

An Accounting major who is also a deaf student using sign language as his primary means of communication was in danger of losing his funding last fall due to time limitations. The LEADS Project advocated for him while also helping him to develop a plan for the completion of his degree. He received a thorough resume review and revision as well as mock-interview practice in order to obtain an internship. He continues to work with the LEADS program to improve his interviewing skills and search for an internship. Once he graduates, he will receive ongoing support in securing employment.

**Early Learning Center.** Thirty three (33) student-families were enrolled at the Early Learning Center for the fall 2008 and 34 student-families are enrolled for the spring 2009. The Center has engaged the children and their families in numerous activities including a family trip to La Guardia Performing Arts Center "Paper Bag Players," a potluck lunch, a Lunar New Year Breakfast on the first day of classes, and a workshop/discussion offered by NYU Pediatric Dentistry Program. A special highlight for the children this spring will be a visit from a policeman and a firefighter. The Director of the Center was a member of a panel discussion which took place at Brooklyn College on the topic of National Association for the Education of Young Children (NAEYC) accreditation. Additionally, the entire staff presented a workshop for the CUNY Conference for Teachers.

**Health Services.** The Baruch College Student Health Center is administered by Beth Israel Medical Center and Continuum Health Partners Inc., via a service contract with Baruch. The Center provides primary care for coughs, colds and flu; strains and sprains; vaccinations; STI/HIV; physical exams and women's health issues. Appointments are preferred, but walk-ins are seen when possible. Health information, pamphlets and books are available at the Center, in the Office of Student Life, at the Bearcat Welcome Center and in the Helpline office. A new full time nurse practitioner has joined the Student Health Center team. Juliette Blount (NP) began her tenure in September 2008 and has made many adjustments and improvements since her arrival. These adjustments include a reorganization of the storage and work space as well as a revision and improvement of the Center's staff policies to ensure optimal efficiency. Ms. Blount is also leading the Center's effort to purge old health records.

In order to be the most effective in our programming we are continuing with the tradition of working through collaborative efforts with student groups and administrative offices at Baruch. The most notable undertaking is the revival of the Helpline office, whose staff will now serve as Health and Wellness Peer Counselors, i.e. peer leaders with a more holistic ability to affect the lives of their fellow students by acting as an information source, a listening ear, as well as a promoter of healthier lifestyles and safer choices. Other health and wellness programming in the fall included several information tables on health services and various health insurance options; a stress relief workshop co-sponsored with a student organization; a nutrition workshop for SEEK students; Diabetes Awareness Month blood glucose screenings, education and nutrition advice; Guest Speaker Al Giaquinto presenting on the topic, "Striking a Balance: Nutrition and Wellness"; and an event for World AIDS Day. In the spring, students can look forward to STD Awareness Week (February 9-13), a World Health Day event in April, Stress

Relief Week (May 4-7), the CUNY-wide Health Fair in May and several more collaborative events with student clubs and organizations.

**Orientation and New Student Programs.** Fall/winter activities included 7 orientation sessions for incoming freshmen and transfer students. Approximately 55 freshmen attended a full day orientation and advisement program, while approximately 750 transfer students attended one of 5 transfer orientation programs. Transfer students were encouraged to stay and register on line before leaving campus. An orientation schedule for fall 2009 is forthcoming. Budgetary concerns may require that freshman orientations, in particular, be reduced from a full day to a half day program. Likewise, other programming for transfers has been curtailed this semester.

In spite of the continued success of the spring 2008 and fall 2008 transfer learning communities pilot, we were not able to offer them again for the spring transfers because of funding constraints. The fall 2008 transfer learning communities included 2 sections of ENG 2800, one section of LAW 1101, and one section of CIS 2200. The offerings included small class size, an assigned academic advisor and peer mentor, a transfer seminar series focusing on career prep, writing and research skills, plus other community-building activities. Faculty also offered students co-curricular activities as part of this experience. Student demand for seats exceeded supply beyond the halfway point during the fall orientation/registration process.

The selection process for a fall 2009 freshman text has begun and should be completed by mid-April. Plans for fall 2009 Convocation are underway. At this time, there are no plans to continue to offer a Transfer Convocation in spite of last year's successful pilot, again because of funding constraints. Freshman Convocation will likely be a one-day rather than two-day program on Thursday August 26<sup>th</sup>.

**SEEK.** During the month of January 2009, the SEEK Program ran two intersession initiatives. The first was a mandatory math support program for SEEK freshmen who did poorly in or dropped their math class in the fall semester. Incoming SEEK transfer students also had the opportunity to attend. The three-week program focused on strengthening math skills. The other initiative provided support in communications skills, and ESL students (some mandated, some voluntarily) attended weekly workshops that met two days a week. In the morning the students honed their reading and writing skills, and in the afternoon they worked on oral communication.

The Academic Survival Program focuses on helping students meet Baruch's minimum GPA requirements and achieve academic success. All students who have a cumulative GPA below a 2.0 and are reinstated are required to participate. For the spring 2009 semester, the workshops will focus on helping the students gain self-awareness, reading comprehension/study skills, adapt life long learning and explore major/career goals. Four workshops are scheduled on February 5<sup>th</sup>, March 5<sup>th</sup>, April 2<sup>nd</sup> and April 30<sup>th</sup>.

This spring SEEK will host the counselors from the CUNY community college special program known as College Discovery. This is designed to strengthen the transfer process to Baruch and SEEK. Additionally, a prospective Fall 2009 SEEK transfer student orientation will be held for CUNY community college transfer students. In conjunction with the Center for Academic Advisement SEEK will conduct mid-semester assessments of the spring transfers.

Effective this spring all new SEEK transfer students will attend a mandatory mid-semester meeting.

The SEEK Program is offering SPS 2016, Practicum in Student Leadership, a 2-credit course that provides an overview of leadership and helps prepare students for leadership positions in the SEEK Program, on-campus student organizations and beyond. As a practicum course, this class is designed to give students hands-on experience in a service project on-campus or in the community.

**STARR Career Development Center (SCDC).** The SCDC staff is keeping a watchful eye on career trends, particularly given the current economy, and adjusting, re-packaging or revising traditional programs to meet current needs. To keep students informed, the Center is posting key events on our Facebook page and experiencing increased participation in our programs as a result.

**Staff.** The SCDC welcomes John Jeannopoulos as the new part-time Pre-Law Advisor. He is working individually with students and with the Pre-Law Society to plan programs. Lisa O'Connor has been hired as an Events Specialist to coordinate the many programs sponsored and co-sponsored by the Starr Career Development Center. Lisa has been volunteering part-time for the past two years since her graduation from Baruch and so is very familiar with the Center's operations and programs. Dr. Richard Orbe-Austin received a \$10,000 grant from the National Association of Colleges and Employers (NACE) to conduct research on the relationship of utilization of career services to career decision-making self-efficacy, English language fluency, and ethnic identity.

**Ongoing Special Programs.** Two three-day intensive Dale Carnegie programs were conducted during the January intersession with 40 students recruited mostly from TEAM Baruch and Peers for Careers. Participants in the Wall Street Careers program attended workshops in Excel and Valuation and Modeling during January intersession. The Starr Sub program invites faculty to request a Starr Career Development Center staff member to be a substitute instructor in their classes when they will be away from campus for a conference or meeting. Staff can make presentations on a variety of job search or career development topics.

**Job search Assistance.** Walk-in Job Search groups are being offered to current seniors and recent graduates to provide support during this difficult job market. Fifty-one (51) companies registered for the Internship Fair (consistent with last year) held on Friday February 6th and 600 students were in attendance. Seventy-four (74) Job Preparation Workshops and 7 corporate presentations are scheduled in Spring 2009. Four Career Week Panels will feature professionals speaking about their careers in: Marketing & Advertising, Industrial Organizational Psychology, Government & Non-profit Organizations, and Information Technology. Panels will be moderated by faculty. Additionally, the staff provides special presentations to groups in the Honors College, Transfer Orientation, Zicklin Orientation, and SEEK during the Academic Year. 18 Peers for Careers who have been trained in reviewing resumes and conducting mock interviews will be working in the SCDC in the Spring.

**Student Life.** The Office of Student Life continues this year with a full slate of continuing and new initiatives to enrich the co-curricular life of Baruch students.

**Leadership Development.** "Leaderquest," the 26<sup>th</sup> annual Student Leadership Training Weekend was held from Nov. 7 – 9, 2008, at the Edith Macy Conference Center in Briarcliff Manor, New York. Over 90 student leaders attended where CUNY Leadership Academy Executive Director, Dr. Joe-Joe McManus, was the keynote speaker. TEAM Baruch has continued to train a strong cadre of student leaders each term providing a steady flow of student talent for Baruch's peer leadership programs in Academic Advising, Career Development, Health and Wellness, Freshman Seminar, and Orientation. Sixty (60) Freshman Seminar sections were taught in the fall 2008 term for 1,400 freshmen. Helpline, Baruch's peer counseling program, has been retooled and reopened this spring as a Health & Wellness Peer Counseling Program. The program is a collaborative effort between Student Life and the Counseling Center. New leadership will come to the Undergraduate Student Government and the Graduate Student Assembly when elections take place between April 20-23, 2009.

**Major Events and Programming.** An extensive schedule of programs has been assembled for Latino Heritage Month in September, Black History Month in February, Women's History Month in March and Asian Culture Month in April. Four major Auditorium events will be presented this spring. These include a Step Show, the Black Students Union Cultural Show, the Asian Student Union Fashion & Culture Show and the Caribbean Students Association annual Fashion & Culture Show. The 31<sup>st</sup> annual Spring Fling Street Fair will be held on Thursday, May 7, on E. 25<sup>th</sup> St. Free food, games, music will be provided from noon until 3:30 PM. The 44<sup>th</sup> Commencement Exercises of Baruch College will be held on Wednesday, May 27, 2009, at Madison Square Garden. OSL will again coordinate academic regalia, commencement tickets and ceremony logistics for either one arena or two theater ceremonies, depending upon the fortunes of The Knicks, The Rangers and whether MSG books any concerts for our date.

**Lexicon 2009,** the senior yearbook, has completed principal production on this year's book and plans to distribute the book prior to Commencement 2009 to the students who have pre-ordered the book. Lexicon 2008 was awarded 2<sup>nd</sup> Place in the College Division (2500 students or greater) by the American Scholastic Publishers Association.

**New Initiatives.** In October, the Bearcat Welcome Center opened on the first floor of 137 E. 25<sup>th</sup> St. to serve as the entry point for prospective students and parents as well as a resource center for the Baruch community. The Center is staffed each day from 10 am - 4 pm by trained student leaders. The OSL launched a new discount theater ticket program which enables Baruch students to attend selected Broadway and Off-Broadway shows for as little as \$25. To date over 400 students have participated in this program purchasing \$12,000 worth of show tickets.

**Community Service Projects.** Student Life sponsored its annual Blood Drive in October 2008 and will again in March 2009. Baruch College Blood Drives have consistently been ranked in

the top 10 blood drives for each month in NYC for the past three years. OSL organized a team of walkers and volunteers who worked the annual Making Strides Against Breast Cancer fundraiser for the American Cancer Society on October 19, 2008. For the 5<sup>th</sup> year, OSL is organizing the Relay For Life overnight event for the American Cancer Society for Friday, April 3 through Saturday morning, April 4, 2009. Last year over 1000 students participated in the Baruch College Relay, which was the third most successful collegiate Relay in the metropolitan area for 2008. The previous four Relays have raised in excess of \$261,000 for the American Cancer Society. Again this year, Baruch will partner with students from Hunter College honors program for this event. Relay fever is spreading through CUNY with CCNY, Lehman, and Queens College all holding Relays this year.

### **Enrollment Management**

**Admissions.** Baruch's enrollment for the spring 2009 semester is 15,819. This is 52 fewer students than spring 2008. As planned, we decreased our undergraduate enrollment and increased graduate enrollment. We registered 3,389 graduate students and 12,430 undergraduates, compared to 3,261 graduate students and 12,610 undergraduates enrolled last year. Baruch College enrolled 51 new freshmen and 787 new transfer students for the spring 2009 semester, consistent with last year's numbers.

Undergraduate Admissions executed a comprehensive plan to recruit the fall 2009 freshman and transfer class. Due to increased demand, the number of campus tours and open houses for students and parents was expanded. Our recruiters visited more high schools and attended college fairs all over the metropolitan region. We also implemented a new customer relationship management system (CRM) system which allows us to communicate with prospective students by e-mail – tailoring our e-mails to their interests and to the time in the admissions cycle. We plan to expand our communication plan and utilize additional features of this system this semester. Fall 2009 academic indicator goals will be challenged by the loss of hundreds of thousands in scholarships due to the economy.

**Registrar.** The Registrar's Office is in the process of finalizing graduation for February graduates and planning for summer and fall 2009 registration. The Registrar's Office continues to work to make improvements to the eRoster certification process with BCTC. Using eRoster, faculty can certify enrollment via the web after the third week of classes. Faculty members are also be able to submit "WU" and "WN" grades through the eRoster for undergraduates who have never attended class or for those with excessive absences. This automated process complies with federal guidelines for students receiving Title IV funds.

The Registrar's Office is working to implement a new on-line transcript request system. This system will allow students to request and pay for transcripts on-line and will significantly streamline this process for students.

We have recognized several challenges in this office and we have collectively developed substantive interventions and have taken action. Under the very qualified management of AVP Marybeth Murphy (who oversaw the Registrar's Office at NYU), we have recently

implemented changes that include organizational restructuring and some additional staff resources from within the Division. The plan includes the transfer of part-time staff from 4 Divisional departments into the Registrar's Office; the search for three full-time positions (replacements); extensive staff training on best practices and building a more effective organization (the office is now closed on Fridays from 9-11am for this training); the hiring of 5 new student workers to answer phones, respond to student queries and file; the merging of part-time positions into a new full time aHEO position to provide a knowledgeable, stable, front-line student support service professional; the hiring of a part-time staffer through the support of the Zicklin School in the Registrar's Office to support the coordination of the International Executive Programs; the implementation of an on-line transcript system which will free a staff member to assist in other critical areas; and the implementation of a new phone-tree system and protocols.

**Financial Aid.** The Financial Aid Office has worked in close cooperation with the Registrar's Office, Academic Advisement and the TAP Certifying Officer to ensure that students are meeting the academic and attendance requirements to receive financial aid. The implementation of the WN grade, along with the cooperation from the faculty, has allowed the office to adjust the aid for students who fail to begin attendance in one or all of their classes. Although monitoring attendance has created additional work, it has allowed us to comply with federal regulations.

Starting with the 2009/10 academic year, federal regulations have changed to allow Pell eligible permanent residents and part time students to receive the Academic Competitiveness Grant (ACG). We expect that the change will result in a significant increase in the number of eligible students. Awards for part time students will be prorated based on their enrollment status.

**International Student Office.** As reported in the United States Citizenship & Immigration Services SEVIS System, Baruch College has enrolled 1,396 international students (378 graduate students, 855 undergraduates and 163 ESL & Certificate students). In addition, 367 students currently have received approval or are awaiting approval for Optional Practical Training after completion of their degree and 77 students have received approval to participate in internships for the Spring 2009. A full time position has been vacated and needs to be filled in order for the office to be in compliance with Federal regulations.

During the month of January 2009 we conducted several new student orientations for both graduate and undergraduate students. A total of 100 students attended orientations on January 12<sup>th</sup>, 21<sup>st</sup>, 22, 2009. The International Student Service Center continues to organize and conduct monthly informational workshops for our students on a variety of topics like applying for internships, travel, taxes, optional practical training and obtaining a social security number.

**Testing and Evaluation.** The Office of Testing and Evaluation is responsible for the Skills Assessment Program which incorporates the CUNY/ACT Compass/ESL Reading, Writing, Compass Mathematics, and Compass Mathematics Placement, CUNY Testing Borough Center,

Course Placement, CUNY Proficiency Examination, Conflict Examination, Simnet Enterprise Program and Student Course and Faculty Evaluation Program.

A total of 163 skills assessment tests were given for 4,759 students in the 2007-08 academic year. In addition to institutionalized test sessions, small group and individual emergency sessions are also held on an as needed basis. These tests generate between 5,000 – 6,000 course placements.

All students who have completed 45 credits are required to take the CPE exam. A total of 4,228 students were invited to test. 2,663 took the exam and the pass rate was 89.8%. It was 89.4% last year. A total of 4,108 students took the Simnet exam. The pass rate for the first attempt was 63.2%, for the second attempt it was 78.2% and for the third attempt was 99.75%. The pass rates for first and second attempts increased from 2007, when they were 61.8% and 77.4%, respectively. The third attempt pass rate, already at a very high rate of 99.76 in 2006, was 99.75 in 2007.

The Student Course and Faculty Evaluations are currently administered five times per year (Fall, Winter, Spring, Summer Session I and Summer Session II). During the 2007-08 year, 4,974 evaluation packets were prepared. 125,000 scan forms were processed and 89,390 forms were scanned. 3,688 evaluation reports were generated and distributed. Electronic data files were also created and distributed to departments and offices. Detailed information can be obtained in the Office of Testing and Evaluation 2007-08 Report.