

**Queensborough Community College Academic Senate
Committee on Bylaws
Minutes for Wednesday 26 October 2016 at noon A-310**

Present: Derek Bruzewicz (Chair), Michael Altimari, Stephen Hammel, Susan Jacobwitz, Liza Larios (President's designee), Richard Micieli, Philip Pecorino (Steering Committee designee) and Margaret Stroehlein (Secretary)

Absent: none

A quorum was present.

The current agenda was approved.

The minutes of the previous meeting were approved.

Report of the Chair

1. Unification of archived bylaws with current website bylaws for discussion with Academic Senate.

2. Perez recommendation to maintain week before meeting website agenda notification, minutes posted on website and to work collaboratively with Senate Steering committee.

3. Self-nomination to the Academic Senate will be tabled to next meeting when Christine Mooney (Chair, Committee on Committees) will present.

4. Middle States Accreditation discussed, and upcoming preparation that will be needed from committee.

Old Business

Minutes and agendas will be posted to website within specified time requirements, with assistance from David Moretti the Director of Web Services.

E Learning Committee Bylaws amendment to change name/description, all committee members approved.

New Business

new list of duties this year will be given to chairperson Derek Bruzewicz to share with members

Adjournment

The meeting was adjourned after 1pm.

Next Meeting

Wednesday, 16 November 2016 at noon in A-310

Agenda distribution by Wednesday, 9 November 2016.

Respectfully submitted,
Margaret Stroehlein Secretary
Committee on Bylaws of the Academic Senate