

**QUEENSBOROUGH COMMUNITY COLLEGE  
THE CITY UNIVERSITY OF NEW YORK  
COMMITTEE ON STUDENT ACTIVITIES OF THE ACADEMIC SENATE**

**ANNUAL REPORT FOR 2011-2012**

**To:** Dr. Emily Tai, Chairperson, Steering Committee, Academic Senate  
**From:** Ted M. Rosen, Chairperson of the Committee on Student Activities  
**Date:** July 26, 2012  
**Subject:** Annual Report of the Committee on Student Activities for 2011-2012

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**COMMITTEE MEMBERS:**

Prof. Ted M. Rosen (Chairperson), Prof. Peter Novick (Secretary), Prof. Azita Mayeli, Ms. Susan Garcia (Steering Committee Designee), Dr. Paul Jean-Pierre (President's Designee), Prof. Eugene Harris (Committee On Committees Liaison), Joseph Attanasio (Student Member), Joseph Aladegbemi (Student Member), Bryan Soriano (Student Member), Ms. Gisela Rivera (Director, Student Activities), Mr. Raymond Volel (Student Life Specialist).

**DATES COMMITTEE MET:**

The Committee on Student Activities ("CSA" or "the Committee) met nine times in the course of the academic year, on the following dates and times: Tuesday, September 20<sup>th</sup> 13th at 4:00 p.m., Tuesday, October 25<sup>th</sup> at 4:15 p.m., Tuesday, November 29<sup>th</sup> at 4:15 p.m., Tuesday, December 20, 2011 at 3:30 p.m., Wednesday, February, 1, 2012 at 4:00 p.m., Thursday, February 23, 2012 at 4 p.m., Tuesday, March 27<sup>th</sup> at 4:00 p.m., Thursday April 26th at 4:00 p.m., and Wednesday, May 23<sup>rd</sup> at 2 p.m.

**SUMMARY OF THE WORK OF THE CSA FOR THE YEAR 2011-2012**

**September**

At its meeting on September 20, 2011, the members of the CSA discussed that in the previous semester, the assessment report of services was not submitted to the Committee on Assessment and Institutional Effectiveness. Dr. Peter Novick agreed to contact Dr. Regina Sullivan to determine if the report has been obtained and submitted. It was also discussed that since no student members of the CSA attended the September meeting, the faculty members of the CSA would attempt to recruit students to help with the work of the CSA.

Mr. Ray Volel reported on the recent successes of Student Activities at QCC. An estimated 34 clubs are officially recognized on campus. The club fair was held earlier this year than in previous years in order to get the students interested at the beginning of the semester. The trip to the Mets game had a high response. Other events include: Maui Shakes, 9/11 Remembrance Can Drive and Candle Vigil and Constitution Day, a presentation by faculty members of the Business Department under the direction of

Prof. Ted Rosen. Future planned events include Student Leadership Weekend, a movie night and a pool tournament. Overall, it was discussed by SCA members that these activities help students to feel as if they were away at college while attending a commuter school.

Ms. Gisela Rivera reported that club packets were being completed and approved to distribute funding to the student clubs. Additionally, the Student Union has been very busy with high amounts of traffic. The Student Government is also assisting at the New York City Marathon.

As there were several members absent from the September meeting, the CSA decided to read over the minutes from last year as well as the CSA charges before the next meeting, at which time, the members of the CSA will discuss and assign responsibility of specific CSA charges to individual members of the Committee.

### **October**

It was noted that Joseph Attanasio, a student member of the CSA, attended the October meeting of the Committee. Dr. Novick reported that he had spoken with Regina Sullivan about a missing assessment report and was advised that the report had in fact been submitted in the Spring, 2011.

Mr. Ray Volel reported on the continued successes of Student Activities at QCC and that opinion was supported by CSA student member, Mr. Attanasio. The leadership weekend was a success and several students had the potential for leadership in clubs/government. The student elections are coming up and having more than 10% vote in the election is a goal. Thursday, October 27<sup>th</sup> is the annual Halloween party. Several activities had also been planned to celebrate Italian Heritage Month. However, recent construction has closed the bathrooms in the Student Union and these activities may be cancelled. A speaker will be coming to campus to discuss the authenticity of the movie "Gladiator." QCC Students will also be volunteering at the NYC marathon. Technology fees have paid for 2 new computers in the lower level of the Student Union as well as for additional hardware. The Multicultural Festival will be held on November 9<sup>th</sup>. There was discussion that the Dance and Foreign Language Departments will be participating in the Multicultural Festival. Also, a bake sale raised \$380 for breast cancer research.

Dr. Novick agreed to become the web designer for the Committee and will be assisted by Susan Garcia. Minutes and a link to events will be posted as needed.

Ms. Garcia mentioned a lack of awareness of student events on and off campus. The Committee decided to investigate the possibility of either adding faculty and staff as additional recipients of the TigerMail blasts that are sent to students on Mondays, or sending a new weekly email entitled "events" to inform faculty and staff of student activities and events that they may be interested in attending.

Prof. Rosen reported that he found out that only elected faculty members of the Committee can participate as faculty members of the Committee in the meetings and activities of the Committee. It was discussed that the Committee's website will be updated. The Committee will also try to increase faculty awareness of student activities and events at QCC.

It was agreed that at the next meeting each member will list which of the Committee's charges he or she would like to focus on.

## **November**

The Committee continued its discussion of the sending of a weekly email blast to faculty advertising the upcoming, weekly student activities. The IT Department has to approve this before sending emails once a week to faculty. It was discussed that this could be accomplished through the Steering Committee and the President's Designee, Dr. Paul Jean-Pierre. Susan Garcia will send an email to Dean Jean-Pierre for more information on how this matter can be accomplished.

The Committee discussed allocation of responsibility for specific Committee charges to individual committee members. Dr. Novick agreed to monitor the QCC electronic boards for content and activity. Additionally, he agreed to contact IT to discuss the possibility of adding a component to the QCC website that details student achievements and awards. Professor Rosen agreed to look into expanding library hours on Sundays and/or finding some other quiet study space for students. All members discussed finding ways to increase the number of faculty who have candidates for student government speak in their classes and otherwise increase faculty involvement in increasing the voter turnout in student elections. Mr. Volel indicated he is going to continue his active recruitment in increasing student involvement in activities on campus. The Committee also discussed the possibility of having additional academic competitions in which both students and faculty can be involved. Professor Mayeli was chosen to review the publications for students, should it be determined that that is the responsibility of the CSA.

Mr. Ray Volel reported on Student Activities at QCC including a ping pong tournament in which 25-30 students participated and the addition of Tuesday Trivia, which provides students chances to win gift certificates. However, he reported that Student Activities is short staffed as an evening coordinator has left for other employment. Mr. Volel also stated that two more computers for the Student Union are being purchased. Mr. Volel reported that overall, things went well this semester, and everything is beginning to wrap up.

Dr. Novick, who is in charge of the Committee's website, will be posting both agendas and minutes for each meeting. The members of the Committee also discussed the role of CSA in the updating/editing of the brochure: "Invest in Success: A Guide to Academic Support and Tutoring Services." If it is confirmed by Dr. Tai that CSA is responsible for such updates, Prof. Mayeli was selected to take the lead in this task.

## **February**

Susan Garcia reported on attempts to have a TigerMail blast sent once a week to faculty and staff detailing the current week's student activities on campus. Ms. Garcia will be following up with Dean Jean-Pierre to accomplish this.

Ray Volel reported on Student Activities at QCC. There is an office newsletter that has been posted detailing the major events that have already been scheduled for students to attend in the Spring. The Spring Club Fair was held February 1<sup>st</sup>, the attendance for which was impressive. Mr. Volel reported that overall, the Student Union already has had a large amount of traffic and it's only the very start of the semester. Student government elections are coming up and students are being actively recruited to

run for offices in student government. The deadline for students to pick up a candidate's packet is February 17<sup>th</sup> and the deadline for the submission of these packets is the 29<sup>th</sup> of February. Mr. Volel reported on the criteria that students must fulfill in order to run, including the number of credits and the minimum GPA. There is also going to be an election concerning proposed revisions to the QCC Governance Plan. Sue Garcia will follow up with Emily Tai to see if CSA will be able to send an email to encourage faculty to encourage their students to vote in the vote on the proposed revisions to the QCC Governance Plan.

Student member John Attanasio stated he would like to create a student event for Valentine's Day to raise money and awareness. Although the exact theme has yet to be decided, the Committee members recommended that selling dark chocolate for a heart disease charity would be helpful and appropriate.

Dr. Novick, who is in charge of the Committee's website, reported he continually updates the website with the agendas and minutes for each meeting.

The Committee again discussed its role in the updating/editing of the brochure entitled "Invest in Success: A Guide to Academic Support and Tutoring Services." If it is confirmed that this is a responsibility of the CSA, Prof. Mayeli will take lead in this task.

Professor Rosen recommended that members of the Committee email faculty (especially in their respective departments) to briefly remind students in their classes to vote in the upcoming Student Government elections.

Professor Rosen also recommended that the Committee attempt to learn of other academic competition teams similar to the Mock Trial Team and the Fed Challenge Team. It was discussed that the Committee could then either host a panel presentation to faculty about the different opportunities and advantages of such teams and encourage faculty to establish additional teams of this nature at QCC, or alternatively, the Committee can send an email to faculty containing the information on the various academic competition teams in an attempt to help keep students interested and motivated in their college work. At the second Committee meeting in February, Professor Rosen updated the Committee on his search for additional academic competitions. Professor Rosen reported that, although some of the competitions he found were geared towards high school students, there appear to be a number of such competitions that could potentially be conducted at QCC. Professor Rosen proposed that the CSA present a program encouraging faculty members to participate in academic competition programs such as "Mock Trial" and "Fed Challenge." In this program, members of the faculty who are currently advising academic competition teams will discuss the successes and benefits of such activities and present a list of additional academic competitions. Following the program, the Committee would also send to all faculty an email with links to information about such academic competitions, in the event that they were unable to attend the program. As club hours are generally very busy, it was discussed and agreed that the program would be scheduled on a Thursday afternoon after Spring Break. It was also discussed that the Committee would attempt to get a list of new, untenured faculty members who might be interested in serving as advisors to such academic competitions.

Dr. Novick reminded the members of the Committee that each faculty member of the Committee has to sign up each year for committees of the Academic Senate. It was stated that the faculty members of the CSA this year are all new, apparently because some of the previous members

were not aware that they had to be reelected to the CSA. All members agreed that they would attempt to serve another year on the CSA, having now better understood the Committee's responsibilities.

It was reported that Dr. Tai indicated that the Committee could send out an email to the faculty showing the Committee's support for faculty members encouraging students to vote in the vote on revisions to the QCC Governance Plan. It has come to the attention of faculty members of the Committee that there has been a very low response rate from students. Some concerns were expressed as to whether and how the Committee could send such an email. Members of the Committee are unsure if the Committee has permission to send such an email to all members of the faculty. Dr. Novick will write a draft email to be sent to Vice-President Karen Steele and Dr. Emily Tai via Professor Rosen.

Mr. Ray Volel reported on Student Activities at QCC. Both part time coordinators have left QCC and they are currently looking for replacements. Mr. Volel reported that as the Student Government elections near, 63 candidate packets have been picked up, but only a few have been returned. He also reported that other upcoming student events include: a comedy show, a portable ice skating rink, a wellness fair and a job fair.

### **March**

Professor Rosen reported on the email that had been proposed to be sent to the faculty to encourage faculty members to encourage their students to vote in the vote on the proposed revisions to the QCC governance plan. Unfortunately, the email was not sent because of timing reasons.

Professor Rosen discussed the proposed presentation by the Committee to faculty on the value of academic competitions. Professor Rosen indicated that faculty who are involved in the Mock Trial Team, the Fed Challenge Team and the Math Contest would be invited to make presentations regarding their respective competitions. In these presentations, the faculty would discuss the benefits of participating in such events. In addition, other members of the Committee would discuss other academic competitions which are available to QCC students, based on the material found by Dr. Novick on the internet and other material that may be located. The Committee discussed possible dates for the presentation.

Dr. Novick reported that he is regularly updating the Committee's website by adding the minutes and agenda of each of the Committee's monthly meetings.

### **April**

Dr. Azita Mayeli stated that she would get in contact with the chair of the Publications Committee to determine which committee(s) has(have) jurisdiction over the updating of the brochure entitled "Invest in Success: A Guide to Academic Support and Tutoring Services." A set of emails concerning this matter was given to her by Professor Rosen. Members of the Committee expressed the view that they believed that this matter has been resolved. Dr. Mayeli will confirm this.

It was reported that there still has not been progress with the implementation of a proposed weekly email blast to all faculty, which would send them a copy of the weekly TigerMail sent to all students to update them on upcoming student activities and events. The members of the Committee

believe that faculty members may be interested in attending some of these activities and events and the members of the Committee would like notice of these events to be sent to all faculty.

Mr. Ray Volel updated the Committee on upcoming student activities. There will be a recognition dinner to thank club presidents and club advisors on May 30<sup>th</sup>. Awards will be presented to the most active clubs. On May 7<sup>th</sup>, there will be a financial workshop at which a financial advisor will speak to students on how to save and invest money. After this presentation, there will be a game show where students can win money. On May 9<sup>th</sup>, there will be another game show modeled after “Minute to Win it.” The Student Government board is meeting weekly and Mr. Volel would like members to come up with three goals for the next year. On Law Day, May 1<sup>st</sup>, there is a “Law and You” program where a panel of lawyers will be available to answer questions that students may have. Professor Rosen will send out a flyer to all faculty to encourage them to promote this event to their students.

On May 2<sup>nd</sup>, the Committee will present to faculty its program entitled “The Value of Academic Competitions.” First, Susan Garcia will introduce the topic by discussing the benefits that students and faculty receive from participating in such events. Then, there will be presentations by faculty who are serving as faculty advisors to the Fed Challenge and Mock Trial teams, who will speak about the success of these academic competitions. Dr. Novick will close the presentation by reporting on various academic competitions that he found on the internet. Professor Rosen will send out an email early in the week to invite all faculty to this presentation.

## **May**

Susan Garcia presented an update on the proposed weekly email blast to all faculty advising them of upcoming student activities and events. Ms. Garcia reported that she had spoken with Dean Jean-Pierre, but that there has been no further progress in implementing this email. Gisela Rivera mentioned that she would contact Vice President Ellen Hartigan about this matter.

The Committee also discussed the Committee’s May 2<sup>nd</sup> presentation to faculty on the value of academic competitions. The Committee decided to make a similar presentation in September since there had been a low turnout. Dr. Novick will contact Vice President Steele and Dean Cuomo to have the presentation announced at the Academic Senate meeting and the new faculty orientation in order to increase faculty awareness and attendance. The Committee decided that September 12th from 2-3 p.m. would be a good time to have this presentation, to which all faculty will be invited through email.

Mr. Ray Volel updated the Committee on student activities at the end of the semester. The yearbook and planner for next year are being prepared. The lower level of the Student Union is being used for quiet studying. They are also beginning to plan for next year. The list of events is being scheduled and it looks like next year will be an exciting year.

The faculty members of the Committee for next year will be Professor Rosen, Dr. Novick and Professor Alicia Sinclair. Susan Garcia will be the Steering Committee Designee next year.

New elections were held for Committee chair and secretary. Dr. Novick will be the new chair and Professor Sinclair will be the new secretary for the 2012-2013 academic year.

The Committee discussed the need to actively recruit new student members as the only active student member from this past year is graduating.

The Committee decided that the first Tuesday of every month would be an excellent time to meet next year. Accordingly, the Committee will meet in the upper level of the Student Union on September 4<sup>th</sup> at 4:30 p.m.

### **The Committee's Recommendations to the 2012-2013 CSA**

The Committee recommends the following to the 2012-2013 CSA:

1. The 2012-2013 CSA should make a presentation to faculty on the value of Academic Competitions on September 12, 2013 or another suitable date early in the semester and work to encourage faculty members to establish additional academic competitions at QCC.
2. The 2012-2013 CSA should work to implement the weekly email blast to all faculty to advise them of student activities and events.
3. The 2012-2013 CSA should seek to find new ways to increase faculty involvement in student activities and events at QCC.
4. The 2012-2013 CSA should review the CSA's charges, assign specific responsibility to committee members with respect to specific charges and consider making recommendations to the Academic Senate on possible revisions and amendments of such charges.

### **Acknowledgements**

The Committee acknowledges and expresses its gratitude to Ms. Gisela Rivera and Mr. Raymond Volel for their timely and detailed updates on student activities throughout the 2011-2012 academic year. The Committee expresses its appreciation and gratitude to Dr. Emily Tai for her very prompt responses to all of the Committee's inquiries regarding the procedures and business of the Committee. The faculty members of the Committee want to acknowledge and commend Joseph Attanasio, who was one of the three student members of the Committee and who regularly attended and actively participated in Committee meetings, for his excellent contributions to the work of the Committee.

Respectfully submitted,

Ted M. Rosen, Chair