

**QUEENSBOROUGH COMMUNITY COLLEGE
THE CITY UNIVERSITY OF NEW YORK**

Report to the Academic Senate

January 28th, 2016

From: Dr. David Sarno, Chairperson of the Committee on Committees

To: Dr. Joel Kuszai, Secretary of the Academic Senate Steering Committee

Monthly Report of the Committee on Committees for December 2015 and January 2016

I. New Academic Senate Committee Members

Whenever vacancies on committees become available, the members of the Committee on Committees (CoC) vote via e-mail to appoint new members. Here are the changes that the CoC was made aware of, voted on, and approved.

A. Committee on eLearning

To fill a vacancy left by the resignation of William Blick, the CoC named Aviva Geismar (HPED) to this committee. Her term will run through spring 2018. Aviva was the Steering Committee Designee to the Committee on Cultural and Archival Resources, so a new Designee will have to be appointed.

II. Steering Committee Designees

A list of potential Steering Committee Designees was prepared and submitted to Dr. Emily Tai to assist with filling vacancies on the Committees on Admissions, Cultural and Archival Resources Admissions, and WID/WAC.

III. Webpages

Working with Dave Moretti, Committee rosters were corrected to reflect current membership.

IV. Preparation for major activities in the spring

Jeffrey Schwartz provided a timeline to manage the Senate Faculty Member-at-Large election, the CLT Representative election, and the assignment of new members to the Standing Committees of the Academic Senate.

Petition forms for the two Senate elections were revised and approved by the CoC. Petitions will circulate from Feb. 2 to Feb. 16. The ballots will be written and approved between Feb. 17 and Feb. 24. Voting will take place online from Feb. 25 to Mar. 10.

Following changes made to the CoC database, Raj Vaswani generated a list of committee members whose terms continue through 2017 and 2018. Via email, they were reminded of their term length and informed that they would not have to reapply for committee service in spring 2016. A few committee members indicated that they would like to end their term early, so they will be invited to submit their committee preferences in the spring. The message that they will be sent was revised and approved by the CoC. The website and email links will be prepared between Feb. 2 and Feb. 9. The invitation to submit committee preferences will be emailed on Feb. 10 and the online form will be available from Feb. 10 to Feb. 24. Committee assignments will follow.

V. Student Representatives to Standing Committees

Some committee chairs have contacted the CoC to inquire about who their student representatives are because the website lists different names than those who have attended meetings. Working with the Steering Committee, the SGA President has been asked to provide a list that shows which students have been assigned to which committees.

Respectfully submitted,

David M. Sarno

David M. Sarno, PhD

Chairperson, Committee on Committees