

Meeting Agenda

Academic Senate Committee on Cultural and Archival Resources

Tuesday, February 26, 2019

12:15 -1:45pm in H-447

- I. Call meeting to order
- II. Review and approve the minutes from our November 12th, 2018 meeting
- III. Reports from cultural center directors
- IV. Chair's report
 - a. Review distribution of tasks and task summaries in anticipation of the CAR Committee's annual report (all committee members);
 - b. Review updates to the CAR Committee's webpage; discuss further enhancements and future digital teaching/marketing strategies;
- V. Brainstorm multimedia marketing/pedagogical initiatives
- VI. New/Old business
- VII. Discuss agenda for 2nd meeting of semester (election of new officers, finalizing task reports, annual report preparation, teaching strategies with Kathleen Landy, digital co-marketing initiatives with Stephen Di Dio, follow up on multimedia teaching resources)
- VIII. Adjourn committee meeting

CAR Committee Academic Senate bylaws charge:

- *Serve as a liaison between the QCC Art Gallery, QPAC, KHC and the campus community;*
- *Report to Academic Senate concerning activities, acquisitions, and facility updates at the QCC Art Gallery, QPAC, and KHC;*
- *Recommend involvement of the campus community at the QCC Art Gallery, QPAC, and KHC;*
- *Advocate for pedagogy that utilizes the resources of the QCC Art Gallery, QPAC, and KHC.*

2018-2019 specific charge from the Academic Senate Steering Committee and revised distribution of tasks:

- . Maintain committee website, with special attention to ADA compliance; organize and hold committee meetings; attend committee chairs of the Academic Senate meetings; create annual reports, create and upload minutes to the Committee website with special attention to ADA compliance. (**Cary Lane and Mirna Lekić**)
- . Report to the Academic Senate on the acquisition of all art and design objects for the campus, as well as all grants and funding received by the Art Gallery, QPAC, and KHC. (**Adam Luedtke & Heather Higgins**)
- . Continue to build the Institutional Repository at QCC-CUNY for the purpose of storing scholarship artifacts by faculty who have utilized the QCC Art Gallery, QPAC, and KHC. Ensure that works are saved in the Scholarly Works category, with tags and meta-tags for easy search on Google and other search engines. (**José Osorio**)
- . Monitor the impact of Queensborough website changes on the promotion of Art Gallery, QPAC, and KHC resources for students and faculty. (**Sarbani Ghoshal**)
- . Continue the Committee's marketing intuitive. Summarize 2018-2019 CAR Committee brochure (**Wenli Guo**); summarize teaching and co-marketing initiatives using the CAR Committee website, cultural center websites, and social media (**Kathleen Pecinka**)