

COMMITTEE ON CULTURAL AND ARCHIVAL RESOURCES (CAR)
Meeting Minutes: April 24, 2012

Attendees:

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| Laura Kotkin | -- Director of Development |
| Dr. Arthur Flug | – Executive Director of the Kupferberg Holocaust Resource Center (HRC) and Archives |
| Meg Tarafdar | – Director, Center for Excellence in Teaching and Learning (CETL) |
| Isabella Lizzul | – Assistant Professor of Massage Therapy (Chair of CAR Committee) |
| Jeffrey L. Schwartz | – Instructor of Electrical and Computer Engineering Technology (ECET) (Secretary of CAR Committee) |
| Julia Carroll | – Associate Professor of Basic Educational Skills |
| Lorraine M. Cupelli | – Assistant Professor of Nursing |
| John Gilleaudeau | – Instructor of Social Sciences |
| Zivah Perel | – Associate Professor of English |

Absentees:

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| Rosemary Zins | – Vice President for Institutional Advancement |
| Susan Agin | – Executive Director of the Queensborough Performing Arts Center (QPAC) |
| Faustino Quintanilla | – Executive Director of the QCC Art Gallery |

The meeting began at 11:00 a.m.

Everyone approved the minutes of our March 27, 2011 meeting.

CULTURAL CONNECTION VIDEOS

Prof. Gilleaudeau informed the committee that we now have sixteen to eighteen videos. We can still make more, but due to long set-up time, it is not practical to film just one at a time. He mentioned that they were able to reshoot Dr. Tai's video, which may be used as a Kupferberg HRC and Archives video as well.

Preliminary testimonial webpages can be found at the following URLs:

<http://www.qcc.cuny.edu/qpac/testimonials.asp>
<http://www.qcc.cuny.edu/artgallery/testimonials.asp>
<http://www.qcc.cuny.edu/khrca/testimonials.asp>

Issues of “crumbling” due to incompatible software versions have been fixed. Directors will have the final say for the content and appearance for the webpages.

Prof. Perel said that we should be sure to have links from these webpages to the suggested syllabi that were created a few years ago.

Now we need to work on promotion and marketing. Director Kotkin confirmed that the Director of Marketing is in charge of the Web Committee. CAR Committee members also suggested that these websites and videos be shown at department meetings and at orientation. Prof. Lizzul confirmed that President Call is amenable to talking about Making the Cultural Connection at orientation.

Once these websites are up and running, Prof. Gilleaudeau suggested that we conduct a survey about their effectiveness.

CULTURAL CONNECTION SEMINARS

Director Tarafdar brought up the possibility of having seminars next semester to encourage professors to Make the Cultural Connection. The committee thought it would be best to have two sessions, with possible encores of each. The first session, which would probably be held in late September, would be an introduction to CAR with three panelists who have already successfully Made the Cultural Connection. Attendees would remain in touch with Director Tarafdar between the first session and the second session, which would most likely be held in October. This second session would be the “working phase”, a brainstorming session where attendees would plan their ideas for how they will Make the Cultural Connection.

These sessions can be promoted in the pamphlet that is handed out at orientation and at the Welcome Meeting at the beginning of the Fall 2012 semester. The title “Making the Cultural Connection Incorporating QPAC, the Kupferberg Holocaust Resource Center and Archives and QCC Art Gallery” was discussed. Schedules for the upcoming exhibits and events of the QPAC, the Kupferberg Holocaust Resource Center and Archives and QCC Art Gallery should also be given out so professors will know what they might be able to incorporate into their lessons. Director Tarafdar also requested brief descriptions and pictures for the pamphlet and seminar.

Prof. Perel asked if Making the Cultural Connection is technically a “high-impact” strategy because high-impact strategies are strongly encouraged for all professors. Director Tarafdar pointed out that “high-impact” is not just a QCC term – it is an official term used by the American Association of Colleges and Universities (AAC&U). **Director Tarafdar will send a copy of the list of the AAC&U’s high-impact strategies for us to discuss at the next meeting.** If

we can find items on that list that are related to Cultural Connections then the motivation to Make the Cultural Connection will be clear.

Our next meeting was scheduled for **Tuesday, May 15 at 11:00 a.m.**

At 11:47 p.m. Prof. Lizzul moved to adjourn the meeting. Several attendees seconded this motion.

Minutes recorded by Jeffrey L. Schwartz