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

ANNUAL REPORT FOR 2014-2015

To: Dr. Peter Bales, Chair of the Academic Senate Steering Committee
   Dr. Emily Tai, Vice Chair of the Academic Senate Steering Committee
   Dr. Joel Kuszai, Secretary of the Academic Senate Steering Committee

From: Drs. Peter A. Novick and Carolyn King, Chairpersons of the Committee on Student Activities

Date: June 2, 2015

Subject: Annual Report of the Committee on Student Activities for 2014-2015

COMMITTEE MEMBERS:

   Dr. Peter A. Novick (Chairperson), Dr. Carolyn King (Chairperson), Dr. Adam Luedtke (Secretary) Prof. Susan Garcia (Member), Prof. Ted M. Rosen (Member), Prof. Reuvain Zahavy (Steering Committee Designee), Dean Paul Jean-Pierre (President's Designee), Dr. Chong Jue (Committee on Committees Liaison), Ms. Gisela Rivera (Director, Student Activities & President’s Designee) & Mr. Raymond Volel (Student Life Specialist).

DATES COMMITTEE MET:

   The Committee on Student Activities met eight times in the course of the academic year on the following dates and times: October 7th, 2014 at 3:05 p.m., October 28th, 2014 at 3:00 p.m., November 25th, 2014 at 3:00 p.m., February 17th, 2015 at 3:00 p.m., March 17th, 2015 at 3:00 p.m., April 14th, 2015 at 3:09 p.m., May 7th, 2015 at 3:11 p.m. and June 3rd, 2015 at 3:15. All meetings took place in Medical Arts room 209.


October (Meeting 1)

   Drs. Novick and King welcomed back the new and former members of the committee. Last Wednesday, October 1st, 2014 Drs. Novick and King attended the Welcome back that introduced the new Chairs for the committees and discussed the charges, most of which stayed the same. Some other changes included our President's Designee is now VP Hodge and the C.O.C Liason is now Dr. Chong Jue. Dr. Novick then continued to lead the first meeting as Dr. King is a new member. The topics included reviewing the electronic boards for outdated or
incorrect content, contacting public safety in regards to the promoting smoking cessation on campus, ways to further publicize student’s achievements using the QCC web site (Contacts Dr. Alleyne and Stephen DiDio. All of these were charges that we have previously had on file, and we left these as potential options for our committee this year.

Our new idea was sparked by Prof. Rosen and supported by all members. The SAC will plan Volunteer Club fair event showcasing potential on and off-campus opportunities for students to become involved. Initially we hoped for the Spring semester.

Our committee also wants to discuss with Stephen DiDio about the new app and how it can be more useful for faculty. The new technology appears to be used by a lot of students, but limited usage by the faculty. We want to get events posted for faculty and staff to view. We will have to invite Stephen and other IT members for further discussions.

Finally, Ms. Rivera discussed the upcoming Student Activities events including: the Student Club Fair which went very well with about 30 clubs on campus; a comedy show, Student Government Completion Day, Leadership weekend, Latino night, and a Halloween party.

We decided that since we had not had a September meeting because we received the charges at the end of September, we would meet again in October.

**October (Meeting 2)**

Our second meeting of the semester dealt with electronic matters. One of our charges is to “Work with Committee on Computer Resources/Instructional Technology/Stephen DiDio's office to monitor the use of social media to enhance student involvement in competitions and sponsored events that enhance academic performance, graduation and retention—since, as per the Annual Report 2013-2014 a new “app” will be introduced, members of the Committee should review progress with relevant Administrative designees and make suggestions (can the “app” be loaded onto the phones of any committee members for monitoring purposes?). We currently as faculty did not have access to the QCC Connect APP. Dr. Novick will contact Emil, Raj, Stephen DiDio et al. about our concerns re. App, electronic events board, etc., and invite some or all of them to the next meeting.

Dr. Novick also noticed the Electronic boards had outdated information about smoking rules on campus. Who does the e-board? Can we monitor the electronic board(s) from off campus? Prof. Garcia asked about intramural sports and electronic postings. She had heard that they were not allowed to publicize outside of the gym. This is a question for Lloyd and we hope he can attend the next meeting.

Prof. Rosen presented to the new members of our 4 year struggle to have the Tigermail Blast sent out to faculty to make them more aware and involved. Dr. Novick sent an example to all members during the meeting, and suggested that the new members should read the old Annual Reports from the last three years before the next meeting. They are on the website.

Mr. Volel next reported on Latin Night (100-200 people attended), the Halloween Party coming up on Thursday night, Emerging Leaders program: 26 came last Saturday to hear a member of Board of Trustees - 6 workshops left, multicultural festival coming up

Finally, it was decided to schedule a Volunteer Fair. How do we request space? Mr. Volel recommended we start small: 15 groups or so and if it works do it on an ongoing basis. Ted suggested September or October. Dr. Novick will ask Melody To, his former student who is quite active in the student community. Others will ask Senators for clubs to see which clubs
already have existing volunteer programs. There is a website called “Volunteer Match”. Everybody should do some research and come back with 2 ideas for guests for our Volunteer Fair. Prof. Rosen then concluded that these should be legitimate organizations including groups/causes such as animal welfare, health, environment, etc. Do we want to hold it outdoors? April-May was the proposed target date. Things were still up in the air and would take some time to finally put together all of the pieces.

**November**

We were all very excited for this meeting as we had some very special guests in attendance. Dr. Novick welcomed and introduced VP Hodge, Stephen Di Dio, Emil Parrinello & Raj Vaswani & explained why we decided in the last meeting to seek their input on methods/for announcing events & campus information (email, QCC connect app, electronic signage, QCC website) since one of the Committee’s official charges is to work with relevant campus offices to “monitor the use of social media to enhance student involvement in competitions and sponsored events that enhance academic performance, graduation and retention.”

**Publicizing Events - email activities bulletin (e.g. “TigerBlast”) vs. alternatives.**

There is a weekly email from Student Affairs that goes to Prof. Rosen and Dr. Novick, but our guests recommend focusing on the QCC Events Calendar (on Website or App), and forgetting about more emails going out. Prof. Rosen & Dr. Novick informed VP Hodge that this has been under discussion for years. Dr. Novick had already sent out one of the weekly emails from Student Affairs to the committee and guests, and Mr. Vaswani forwarded a second one after our meeting.

Currently faculty are not on the mailing list for this email, because . . .

- There was fairly strong opinion among relevant administrative personnel that the QCC Events Calendar (rather than email) would be the best place to stay informed about events, whether accessed on the App or the QCC site, [http://www.qcc.cuny.edu/calendar/2014/events-view/index.html](http://www.qcc.cuny.edu/calendar/2014/events-view/index.html) which also has a place where you can submit a new event—by clicking on the button or going to [http://www.qcc.cuny.edu/submitEvent.html](http://www.qcc.cuny.edu/submitEvent.html). Dr. Novick will send this link for submitting events to his Department, as should we all.

- One reason why the Events Calendar is better than email is that QCC’s Events calendar mirrors CUNY’s Calendar, giving us more exposure than email. Also, the issue in sending an email “blast” for events, whether through Student Affairs or Marketing & Communications, is not lack of technical capacity, but the logistics of coordinating among depts./offices.

- Our guests explained that events are pulled off the Calendar automatically and put right on the App. The only thing needing a non-“guest” login on the App (i.e. the only things faculty cannot access) are student-specific areas like grades. Our guests explained that it is currently cost-prohibitive to have faculty-only forums on the App. Currently, Email is the #1 hit on the App, with over 6000 active students on a weekly basis, though this has been trailing off a bit. 3000 non students also use the app, which could be faculty, staff, or students using guest logins. The #2 hit on QCCconnect is “My Grades”.
There are also many other useful functions, such as a way to print documents on campus. It was agreed that more needs to be done by all to advertise the App to faculty, both for their own use, and to encourage more students to use it. One idea that would help both groups is if the App could do things like send out alerts if classes are going to be canceled, etc.

**Monitoring electronic boards:**
Our guest Lloyd Balch solved some of our issues and questions. The problem with the outdated slides (re. smoking, for example) has been taken care of. To the question of whether there is a way to monitor it from off-campus, his answer is that it is not currently possible (one has to be physically present to read it). In terms of what we can or can't post on the e-board? (the question re. intramural sports from Prof. Garcia), there should be no restrictions according to him, though you can do things like a flyer, of course. Any post for the e-board should have as little text as possible, to make it more readable from a greater distance.

**Other Issues:**
There was some discussion of the utility of QCC having a Wednesday afternoon set aside during which no clubs or meetings are scheduled, which would free up time for student activities (and faculty involvement in those). Another issue is getting the computer availability function to show all labs on campus, which requires departmental/faculty cooperation.

**Proposed “Volunteer Fair”:** Our guests said that there would be legal issues, etc. VP Hodge said that the Office of Institutional Advancement would be a good place to check on this – specifically VP Rosemary Zinns.

**Additional Information Received from out Incredible Guests:**
There is an idea to install lockers for charging electronic devices but there are security and cost issues. The Tech Fee committee would handle digital locker funding, etc. Mr. Volel said that it might be a good idea to go to them for funding to start small, by installing a few in the Union building, perhaps. There is a cheaper way to do lockers than that being considered, but for security purposes, etc., the preference is ID-card based (swipe to use), which raises the cost. Mr. Volel and others also want turnstiles in the Union building. There was some discussion on different ways to do turnstiles But this brought up additional question of fees, theft, how much to charge students, etc. (gym problem - needs more security - problems with turnstiles, self-locking doors, weekends, etc. in terms of security in the gym (i.e. incidents/theft in the locker room).

More money from the Association will be available at end of the Semester, it was thought. Prof. Rosen and others believed that they make their budget in May. This is something that Faulkner and others could help with.

**Other Business**
Mr. Volel reported that Student Government are planning end-of-year Masquerade celebration event, elections starting to get underway - SERC (election review committee) is having an upcoming meeting. An Italian opera company is coming to the Student Union this
week, as well as a Thanksgiving event. Finally, Dr. Luedtke needs to get a training to get a login and update the Committee’s website so he will contact David Moretti as Dr. Novick will be losing his spot on the committee after 4 years of service.

February

Our meeting began with the discussion of the Volunteer Fair and how it is a great way for students to advance their education; however we now think it is best to hold it during the beginning of the academic year in the Fall, and have it outdoors. We still have some concerns as to liability and which organizations we should invite. We will contact Rosemary Zins and then make a date in the calendar. Prof. Ostrowe attempted to email a few places and was unsuccessful with responses. Dr. King then recommended that we overlap with service learning as they probably already have some connections.

For our next meeting we have to each bring in some non-controversial organizations that we would like to contact. Also, Dr. Luetke will begin to update the website after his appointment with Mr. Moretti. Finally, Mr. Volel reported that the Emerging Leaders program is starting to run again on Saturdays. There is a referendum on raising the student activities fee. There are potentially 75 students interested in running for student government; and there is now an Xbox in the Student Union.

March

The Volunteer Fair is what we have really been focusing on. We hope to hold it during Club hours on Wednesday October 7th. We want to have a stand-alone event, but also to have tables that will increase internship and volunteer opportunities such as Service Learning. Mr. Volel mentioned having a “carrot” to entice students to come to the tables. We are hoping that at the minimum we could have a popcorn machine, water bottles and maybe the organizations themselves can bring some giveaways. Once we have the list locked down, we will go ahead and email Ronnie and Michel. At this point we have a list of 12, but we are shooting for 15. A completed list will be included later in this annual report.

Dr. King mentioned the possibility of a questionnaire to give feedback to the committee chairs from the Steering Committee.

Mr. Volel then discussed the upcoming student elections which will take place from March 26th to April 1st. There are 23 candidates at present. All are competitive races except for the treasurer position which is running unopposed. There are also 3 write in candidacies. There is also a referendum on raising the Student Activities Fee. There will be a candidate forum on the 25th with pamphlets to raise awareness on voting and who to vote for.

April

Update on Volunteer Fair: Dr. Luedtke had emailed stating that he was sick and wanted an update list of the organizations that we would like to include. We sent him the list and he went above and beyond finding all of the contact information for each organization that we listed. The completed list is found below:
Student Activities Committee List of Possible Volunteer Organizations Updated: Tuesday, April 15, 2015

- All About Cats Rescue www.petfinder.com/shelters/ny1082.html
- American Cancer Society. 4160 Main St #307 Flushing, NY (800) 227-2345 http://www.cancer.org/involved/volunteer/index
- American Red Cross Long Island 195 Willis Avenue Mineola, NY 11501 (516)747-3500 www.redcross.org/ny/mineola
- ASPCA. https://www.aspca.org/nyc/volunteer-with-the-asPCA
- Avalon Park and Preserve www.avalonparkandpreserve.org
- Big Brothers Big Sisters of New York City. http://www.bigsny.org/volunteer
- Clark Botanic Garden 193 I. U. Willets Rd Albertson, NY 11507 phone 516.484.2208 http://clarkbotanic.org
- Guide Dog Foundation for the Blind www.guidedog.org
- Mental Health Association of Nassau County (peer program for mental health patients?). http://mhanc.org
- North Shore LIJ/University Hospital www.northshorelij.com/hospitals/volunteer
- NY Hospital of Queens. https://www.nyhq.org/Become_a_Volunteer
- Ozanam Hall Nursing Home 42-41 201st Street Bayside, NY 11361 (718) 423-2000 http://www.ozanamhall.org/
- Parks and Recreation Department (Queens Green Teams?). http://www.nycgovparks.org/opportunities/volunteer
- Nassau County Department of Parks, Recreation and Museums. Theodore Roosevelt Executive and Legislative Building 1550 Franklin Avenue Mineola, NY 11501-4898 http://www.nassaucounty.ny.gov/agencies/Parks/index.html
• QCC Office of Academic-Service Learning. [http://www.qcc.cuny.edu/servicelearning/](http://www.qcc.cuny.edu/servicelearning/)
• QCC Office of Career Services. [http://www.qcc.cuny.edu/careerServices/index.html](http://www.qcc.cuny.edu/careerServices/index.html)
• QCC Office of Military and Veterans Services. Library 421. [http://www.qcc.cuny.edu/veterans/index.html](http://www.qcc.cuny.edu/veterans/index.html) (718) 281-5767. [VeteransServices@qcc.cuny.edu](mailto:VeteransServices@qcc.cuny.edu)
• Ronald McDonald House of Long Island [http://rmhlongisland.org](http://rmhlongisland.org)
• QCC After-School Academy, Continuing Ed. Jacqueline Montgomery. jmontgomery@qcc.cuny.edu
• Queens Public Library. 718-480-4313. [http://www.queenslibrary.org/support-the-library/volunteer](http://www.queenslibrary.org/support-the-library/volunteer)
• Safe Center (Formerly Nassau County Coalition Against Domestic Violence and Coalition Against Child Abuse & Neglect) 15 Grummman Road West, Suite 1000 Bethpage, NY 11714 516-465-4700 [www.cadvnc.org](http://www.cadvnc.org)
• Salvation Army Citadel Corps 65 Atlantic Ave Hempstead, NY (516) 485-4900 [www.salvationarmyusa.org](http://www.salvationarmyusa.org)
• Sierra Club. Youth Outreach Committee Chair: Alan Gerson alanjgerson@gmail.com 212 533 6218. [http://nyc.sierraclub.org/](http://nyc.sierraclub.org/)
• Sustainable Long Island. 399 Conklin St #202, Farmingdale, NY 11735 (516) 873-0230 [http://sustainabliei.org/](http://sustainabliei.org/)
• Visiting Nurse Service of New York. Anne Lorenzetti, Volunteer Coordinator, (718) 888-6763 or anne.lorenzetti@vnsny.org. [http://www.vnsny.org/community/support-vnsny/volunteers/](http://www.vnsny.org/community/support-vnsny/volunteers/)
• Volunteers for Wildlife, Bayville Road & Feeks Lane Lattingtown, NY 11560 516.571.8020 [http://baileyarboretum.org](http://baileyarboretum.org)
• We Care Blankets 1407 Bucknell Dr. Massapequa, NY 11758 516-797-2250 [www.wecareblankets.org](http://www.wecareblankets.org)
• Winthrop-University Hospital 259 1st St Mineola, NY (516) 663-0333 [www.winthrop.org/resources/volunteer](http://www.winthrop.org/resources/volunteer)

This final list should be sent to Ronnie via Ms. Ostrowe, and then to VP Michel Hodge for approval before we contact any organizations and make the outdoor reservation.

It was decided that the event must be outdoors for space issues, as well as traffic. Mr. Volel again suggested a “Trojan horse” tactic where we have a musical performance or Sue added a DJ to attract students to the area. Prof. Rosen mentioned the possibility of a celebrity, such as some sort of sports figure. Dr. King has a contact with the NY Knicks and Prof. Garcia will talk to Peter Marchitello. Dr. Novick asked about celebrity alum, which Mr. Volel revealed included Salt from Salt N Peppa, and Ray Romano. Dr. Novick then recommended that we ask the organizations if they can have any celebrity spokespersons appear to help draw a crowd.

The date and location must have a rain date. It is suggested that October 7th be the date with the following 14th as the rain date. Once we have the word to move on from Ronnie and VP Hodge, Carolyn will contact the box office to reserve the outdoor area in the Quad from 12:10-2:10.

Ray reported on the student activities events. The elections are over and went smoothly. Also, the referendum to increase the Student activity fee was approved. Student government will soon be sending out the notifications of the merit scholarships. The recognition dinner for clubs and their officers will be on May 27th at Terrace on the Park. Yearbook photos will take place on May 4-7th. Finally, the Student Union One card machine is not working and will be replaced with a printer to give students an additional place to print materials.
May

Update on Volunteer Fair:
Ms. Ostrowe was in touch with VP Hodge and he informed us to continue along with the concept. However, we need to check with legal, marketing and make sure that there is no money or contracts involved. Ronni and Linda have been playing phone tag. Ronni is to talk with VP Zins so that we can have our list of organizations approved. We would like to start to invite our guests. An hour later, Ronni informed us that VP Zins was OK with the list of organizations.

Dr. King also emailed the list of organizations to Mary Bandziukas in Service Learning to see if we already have any prior connections. She is still waiting to hear back.

Dr. King also reserved the Quad for October 7th and October 14th as a rain date; however, Ms. Ostrowe brought up the idea that a rain date would look bad, and then we would have to have the organizations block out two dates. Cancelling would look bad on us, the rest of the committee agreed. So, Dr. King is now going to reserve the Quad and potentially the Student Union for one of the 2 days only so that we have a location in case of inclement weather.

We are aiming to have 12-15 organizations, so we will have to narrow down our list by removing similar organizations, and removing those that will not be able to attend. Once we get the red light we will divide and conquer the organizations.

Dr. Novick will construct the end of the year report as he has already had the experience two years in a row. Dr. King will use this as a template for the future.

Ray reported that the semester is wrapping up. All that is left is the recognition dinner for the clubs on campus which will be at Terrace on the Park. Also, the SGA scholarship deadline is approaching and only a few applications have been submitted.

Finally, we were unsure when to plan our next meeting as we have to hold elections and the new members who are selected for the committee need to be invited. As we have not yet receive the committee member list for the following academic year, Dr. Novick will email Dr. Tai and find out when we will get the new roster. Then, we can plan or final meeting of the semester accordingly. Update: Dr. Novick has received the new members and we have made a date to meet for June 3rd 2015 at 3:45.

June

New Members:
The new members of the SAC include Dr. Lawrence (Jim) Bentley and Dr. Danny Sexton. We are excited to have them on board.

Update on Volunteer Fair:
Dr. King reserved the Quad for October 7th and the Student Union was also reserved as alternate location in the event of rain. We are aiming to have 12-15 organizations, so we will target the entire list of 50. The goal is to have 20-25 confirmed, expecting there
to be some attrition by Oct. 7, 2015. Dr. King will draft a letter of introduction to be sent to the organizations. That letter and the list of organizations will be emailed to: Dr. Novick, Prof. Ostrowe, Prof. Rosen, Dr. Luedtke, Prof. Garcia, Dr. Bentley and Dr. Sexton. Each will respond with suggestions to the draft letter and the organizations in which they know the contacts personally. Dr. King will respond with final letter and a list of organizations that each member will contact. By August 15, we should have a list of confirmed organizations. We should also check to see if the organizations need more than just a table.

- To plan for the fair we need to contact:
  - (1) B&G (Need 2 work orders for the alternate venues and 24-hour advanced notice regarding set-up, Tables, etc.),
  - (2) Security (parking for organizations),
  - (3) Ray Perez (sound, microphone)
  - (4) Stephen Di Dio, marketing (photographer). September 1st, was offered as a good deadline for each.

- To advertise this event:
  - (1) Prof. Ostrowe will design the flyer and work to get the event sent to students (Mr. Volel and V.P. Hodge) and on the Community Dialogue,
  - (2) We need to contact Debbie to get the event on College Calendar
  - (3) We need to notify QCC VIP’s about one month prior to the event so they can save the date.

- In order to explore the possibility of providing popcorn ($300?), we need to contact the Senate. Ted explained that there is a new process for using tax dollars and we need to investigate. Ray may be able to find the contact information for the popcorn vendor what was used before. Ted also suggested using a microphone so that some music could be played.

- Peter will complete the end of the year report once he receives these minutes.

New Business

- Mr. Volel reported that the new members of the Student Board were elected. Student planners for the incoming students are currently being created and the order will be about half that of the previous year, since many students prefer to keep their calendars on their smartphones. The Club Fair has been scheduled for Wednesday, September 2nd, 12:10-2:10pm, RFK Track Field. The rain date is September 9th (Student Union is the alternate location in the event of rain.)

- Prof. Rosen mentioned the concern over the lack of participation by the committee’s student reps in the past year. He expressed that new members would be explored through Student Senate and if those new members don’t attend the 1st meeting next semester, senate should be notified so we may get other students.

- Prof. Ostrowe asked Mr. Volel if something can be planned through Student Activities for Italian Heritage Month in October. He said this was possible and he would explore with the students.
• Dr. Carolyn King was elected as Chair and Dr. Adam Luedtke was elected as Secretary. Shortly after, Dr. Tai informed the committee that Dr. Novick will be the Steering Committee Representative.

• **NEXT MEETING:** Wednesday, August 19, 2015. Room to be determined. MA-209, MA-317, Oakland and a room in the Administration building were suggested.

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**The Committee’s Recommendations for the 2015-2016 Committee on Student Activities**

The Committee recommends the following for the 2015-2016 academic year:

1.) Follow up on the “Volunteer Fair” and look into having it become a yearly event.

2.) Increase our presence on the campus by advertising this committee more which may lead to great participation by students and faculty.

3.) Generate surveys for the larger student population to see what activities they would like to see at the college.

4.) Edit old/obsolete charges and have them removed from the list we receive each year.

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**Acknowledgements**

The Committee on Student Activities would like to give a special thanks to Mr. Raymond Volel and Ms. Gisela Rivera for attending our meetings and keeping us updated on all of the incredible events designed by the various clubs and by student government. Furthermore, we would like to thank Mr. Stephen Di Dio, Mr. Raj Vaswani, and Mr. Emil Parrinello for all of the help regarding the new QCC mobile app, electronic boards and all other comments/suggestions. We would also like to thank VP Hodge for his help and guidance this semester as the President’s Designee. Finally, as always, we would like to thank Drs Philip Pecorin, Peter Bales, Emily Tai, Joel Kuszai for taking time out of their busy schedule to answer questions and guide our committee for success.

Respectfully submitted,

Dr. Peter A. Novick, Co-Chair