

April 24, 2013

From: Alicia Sinclair, Ed.D.

To: Dr. Emily Tai, Chair of the Academic Senate Steering Committee; Dr. Barbara Blake-Campbell, Secretary

---

Chair, Dr. Peter Novick, called the meeting to order at 2:16pm in L418.

**In attendance:** Dr. Peter Novick, Dr. Alicia Sinclair, Prof. Ted Rosen, Dean Paul Jean-Pierre, Gisela Rivera, Liz Diorgio (Chair Library Committee, Jeanne Galvin (Chief Librarian), Ray Volel

**Absent:** Committee on Committee Liaison: Dr. Eugene Harris; Prof. Sue Garcia; Student Members: Dierdre Corrigan, Josephina Oluwanifise, Stephanie Bridgelall

- I. Approval of the agenda for April 24, 2013
  - a. The agenda was approved by voice vote.
  
- II. Approval of the minutes of March 20, 2013
  - a. The minutes were approved by voice vote.
  
- III. **Reports**
  - a. Old Business
    - i. Re: Library Committee collaboration: Jeanne Galvin and Liz Diorgio (from Library Committee) were present and stated that their committee also has the charge to determine what students' library needs are. Jeanne shared the library survey John Jay has used, which she liked because it specifically addressed why a student is using the library. She stated that if students need a place to study, but not the reference desk, then the library might not be what they need. Instead, a quiet place to study is a better fit. Ted stated that to fund the extra

manpower needed to run the library (if hours were increased), he will inquire with Ellen Hartigan to see if money could be drawn from the Auxiliary or Association funds. He proposed increasing hours from 10-4 to 10-6 on Saturdays and from 10-3 to 10-6 on Sundays and tracking to see if there is an increase in student attendance. Jeanne said she could rearrange staff hours to (without budget difficulty) to accommodate opening at 7:30 instead of 8 Monday-Friday. This additional half hour would be with limited service. Jeanne said she would speak with her staff about opening up earlier.

- ii. Re: Update on Tigerblast (Dean Jean-Pierre had stepped out)
- iii. Re: Update on student awards/achievements registry – Peter spoke with Alex Burnett and Sharon Lall-Ramnarine and she recommended requesting another member each for the Student Activities Committee as well as the Awards Committee. This additional person could have the sole job of updating the website with student awards/achievements. Sharon stated she would attend our meetings beginning in the fall.

b. New Business

- i. Report from Ray Volel and Gisela Rivera: The students and advisors have been very busy. The new board of student government leaders recently met to plan their office for the next year. Upcoming events include karaoke, an end of the year party, a BBQ and the movie Django Unchained. The Student Union will be going quiet for finals. Additionally, the students and advisors are very excited for a CUNY wide strategic plan event for all new CUNY elected student government participants. Prof. Rosen added that there is a Law Day program coming up and Gisela and Ray discussed that they should make it CUNY wide.

- ii. Next meeting members will bring their edits for the Student Activities Committee Handbook so that Dr. Novick can make changes for the annual report.
- iii. The website is up to date.
- iv. Since Susan Garcia, who will be an official committee member next year, was absent, we could not schedule the next meeting. Dr. Novick will send an email so that we can hold elections for the 2013-2014 academic year.

IV. Meeting ended at 3:10.

Respectfully,

Alicia Sinclair, Ed.D.

Associate Professor, HPED