

November 3, 2015

From: Peter A. Novick

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

Chair Dr. Carolyn King called the meeting to order at 4:05 pm

Attending: Carolyn King, Peter Novick, Linda Ostrowe, Raymond Volel, Susan Garcia, Danny Sexton, Jim Bentley & guest Brian Kerr

Absent: Adam Luedtke

I: Approval of the agenda for November 3, 2015

- a. The agenda was approved by voice vote.

II: Approval of the minutes of September 29, 2015 and October 6, 2015.

- a. The minutes were approved by voice vote.

III: Reports

a. Old Business

- **Volunteer Fair:** The event was a success. A thank you email has been sent to all of the community partners. The email also asked to provide some data on how many students signed up and followed up after the initial event. Two representatives have both replied. Jeanie from MHA said she had a great response from students at the event but students have yet to follow up. Kyle from Reading Partners said 60-70 students signed up and was one of the strongest responses that he has ever had at an event such as this. We are looking for a way to follow up again before the end of the year to see how many students have contacted the community partners and what we can do to change/better accommodate them. We are also interested in what they compare our event to. We have an attendance list from the event, but the number of students who signed in has yet to be counted as well as the number of students who registered to vote. BMCC also had a volunteer fair similar to ours. Finally, the card created for the Unqua CC was given to the SGA. We plan on holding this event again in the Fall of 2016.

b. New Business

- **Student Activities Report:** Ray reported that future events include Karaoke in the SU, a sexual harassment workshop on the 17th, a cyber mania communication workshop on the 24th and an academic success workshop on December 8th. Additionally, a multicultural show will be held on November 24th which may also include a fashion show. The Emerging Leaders Program is still meeting on Saturdays from 9-1/3:00 in which 28 to 30 students have been attending. There is also a leadership conference at the College of Staten Island in November that Gisella and Ray are currently recruiting students for. Finally, Ray is looking for SGA candidates for the Spring election.
- **Meeting of the Committee Chairs:** Carolyn attended the yearly meeting on October 14th which stressed the importance of having all members at each meeting and making sure that everyone has a voice. Our liaison is Barbara Blake-Campbell and we need to come up with requirements/days/times that we meet for the next election. Finally, if anyone is having an issue, then you should contact Emily Tai or Peter Bales. We need to make sure the website is continually updated as well.
- **Charges for 2015-2016:** Dr. Novick edited the outdated or completed charges so that we can focus on what is new and most important. Although we still have not been assigned student members, Carolyn will email _SGA to find out if any have been assigned. Our first charge that we are looking into is on updating the new student welcome packet. Brian Kerr recommended that we contact Carol Alleyne who Carolyn is going to invite to our next meeting. The second charge we picked out was about creating a survey for students to see if they are interested in any new clubs or activities. We will need to plan this out and figure out the best way to administer this survey (survey monkey, postcards, digital boards, QCC connect?). The third charge we discussed dealt with working with PTK to work with student volunteer efforts on campus. Dr. Novick will email Dr. Tai about this charge as we don't really understand what is expected. The final charge we discussed addressed collaboration with the Committees on eLearning and The Library to work on the "Fitness while Studying" campaign. Dr. Novick will email Dr. Tai to find out the chairs of the aforementioned committees to see how we can be of assistance. We also plan on inviting Stephen DiDio and his team again to check up on the success of the QCC Connect application.
- **Next Meeting:** Tuesday, December 1st @ 4:00 in MA 317

Adjourned at 4:55 pm.