

**Queensborough Community College
Student Activities Committee Meeting
Minutes
October 8, 2004**

The meeting began at 1:15 p.m. in the Student Union Lower Level. In attendance were: faculty members Beth Counihan, Howard Sporn, Heather Dougherty, and Danny Mangra; Student Activities Director Gisela Rivera; Student Government Officer Avalon Grimes.

The committee discussed:

Old Business:

- 1) January graduation ceremony
 - a. Student survey submitted
 - b. Financially and logistically impossible
- 2) Ongoing Computer Access and Student Communication Improvement Efforts
 - a. Student usage of email account at QCC infrequent – students prefer personal email
 - b. Suggestion to enhance communication between the college and student, increase availability of computers for student use on campus, upgrade student friendly access to QCC website.
 - c. Discussion of how to best publicize student events since printed announcements are less accessible and student email is not user-friendly. Suggestions made of how to reach students where they are: students' personal email addresses, classroom announcements by professors, weekly/monthly newsletter possibilities

New Business:

- 1) Recommending a standard procedure for publicizing student competitions achievements within all academic and athletic departments
 - a. Suggesting the formation of a faculty committee to oversee communication within QCC community regarding awareness of student accomplishments.
 - b. Suggesting the use of the QCC Website, the campus newsletter, and/or enhanced media relations to bring increased recognition to the college at large
- 2) Recommending the gathering, reviewing, and updating of all departmental and administrative welcome activities and materials offered to new students
 - a. Evening students discussed as a population of students whose needs may not be met in this realm
 - b. Suggestion made to gather (via email) a list of activities/orientations extended by each department, the Admissions Office, the College Discovery program, CSTEP, the Office of Student Activities, Academic Advisement, the Counseling Center, ISSC, etc.
 - c. Suggestion made to interview students regarding what kind of “welcome” they received
- 3) Addressing the topic of classes being offered during Club Hours
 - a. Question initiated by email from faculty member Kathleen Villani
 - b. Committee reviews negative feedback: less fostering of sense of community, connection and self-expression, less student officers available for clubs, less club participation, reports of noise disturbance to classes in session during club hours

- 4) Reviewing the distribution of Academic Integrity information
 - a. Discussion of how information is disseminated to students: in class, pamphlet, syllabus, ST 100 course

Actions taken: 1) Annual Report for Academic Year 2003-2004 approved

Actions recommended:

- 1) Contact Susan Curtis, Director of Marketing, to discuss publicity options for student competitions and awards recognition
 - a. Suggestion made to invite Susan to speak at next Student Activities meeting
- 2) Contact Dean Jean-Pierre for collection of all printed materials, such as brochures and pamphlets, that new students receive via mailings to their home
 - a. Suggestion made to review and update student publications
- 3) Contact Academic Senator Philip Pecorino to inquire about faculty requirements for informing students about Academic Integrity
 - a. Suggestion made for Academic Senate to vote on a mandatory inclusion of Academic Integrity in syllabus

The committee will meet Friday, November 5, 2004 at 1:00 p.m. in the Student Union Lower Level.

The meeting closed at 1:55 p.m.

Respectfully submitted,

Heather Dougherty
Secretary of Student Activities Committee