

November 20<sup>th</sup>, 2013

From: Dr. Peter A. Novick

To: Dr. Philip Pecorino, Chair of the Academic Senate Steering committee  
Dr. Emily Tai, Vice Chair  
Dr. Joel Kuszai, Secretary

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Chair, Dr. Peter Novick, called the meeting to order at 2:05pm in MA209.

**In attendance:** Dr. Peter Novick, Prof. Ted Rosen, Prof. Reuvain Zahavy, Dean Paul Jean-Pierre, Ray Volel, Ngawang Yangki, Sandy Enriquez and Latiffa Facey

**Absent:** Susan Garcia.

- I. Approval of the agenda for November 20, 2013
  - a. The agenda was approved by voice vote.
- II. Approval of the minutes of October 29, 2013
  - a. The minutes were approved by voice vote.
- III. **Reports**
  - a. Old Business
    - i. Dean Jean-Pierre will speak with VP Hartigan in regards to having the Tigerblast emails sent to all faculty and staff weekly. We hope that other faculty will start to use this method for advertising their events as well as increase faculty and staff participation in student events.
    - ii. Ted Rosen has continued his planning of the SAC event on the value of academic competitions. He has discussed further with Professor Frances, the head of the academic review committee and we are still planning on holding the event on January 29<sup>th</sup> hoping to get clubs to co-sponsor.
    - iii. Dr. Novick discussed with the students how they hear about awards and scholarships. Students agreed that most was through word of mouth (from PTK or ASAP) as they are rarely checking the QCC homepage or their emails. First, students do not check their faculty email due to the flood of community dialogue. And, as for their tigermail accounts, students on average check once per week or every other week.
  - b. New Business
    - i. All three student members were able to make this month's meeting. Ngawang Yangki, the VP of student government and Sandy Enriquez, PTK senator joined us along with Latiffa Facey who was in attendance last meeting.
    - ii. As students rarely check their emails, one problem that we face is the linking of tigermail to students personal emails which they check much more frequently. Additionally, it may be difficult for students to figure out how to set up their email account to their smart phones. For this reason, we find it important to teach students as well as faculty how to do both. We are planning to hold an event where we distribute flyers, and have computers set up to show students how to do both. Prof. Rosen called it

“Get Linked” so we can keep students up to date with their email and any important information they may be missing out on.

- iii. We also thought it important to see if Ray Pierre-Charles has a “master” calendar of scholarships and awards that he can share at the beginning of the semester so that students are aware early on of the deadlines.
- iv. Ray Volel and our student members reported on the prior and upcoming events as the semester winds down. They will be holding a formal winter gala with a fire and ice theme, constructing a disaster relief project for the Philippines, a billiards tournament, and a judge will be coming to speak with students. The emerging leaders program has come out but unfortunately Hope, the Student Government Secretary has left for another position.
- v. Adjourned 2:40p.m. Next meeting to be held December 11<sup>th</sup> 2013 at 2:00pm in MA209.

Sincerely,

Peter A. Novick, Ph.D.