February 17, 2015
From: Adam Luedtke
To: Dr. Peter Bales, Chair of the Academic Senate Steering Committee
Dr. Emily Tai, Vice Chair
Dr. Joel Kuszai, Secretary

Chair Carolyn King called the meeting to order at 3:00 pm

In Attendance: Carolyn King, Adam Luedtke, Peter Novick, Linda Ostrowe, Ted Rosen, Raymond Volel.

Absent: Susan Garcia, Michel Hodge, Hassan Jaafar, Chong Jue, Jusling Lu, Gisela Rivera, Kevinn Salazar, Reuvain Zahavy.

I: Approval of the agenda for February 17, 2015
   a. The agenda was approved by voice vote.

II: Approval and adoption of the minutes of November 25, 2014.

III: Reports
   a. Old Business
      1 Volunteer Fair
         a. One of the ways for students to advance their career is to volunteer.
         b. This is something that we want to do towards the beginning of the year (i.e. Fall), so forget April/May. We need to have it outside (that is the only way students will come).
         c. We discussed the ongoing concerns with issues related to liability, etc. concerning what organizations to invite.
         d. It was decided to proceed with the plans for organizing the fair, and regarding any outstanding worries we can contact Rosemary, as per what we decided at our last meeting.
         e. We will get a list of organizations and run it by Rosemary - then get it in the Calendar. VA Hospital, Senior Center - organizations nobody could criticize. Mayor's office - has a volunteer coordinator. Borough President too.
         f. Linda emailed 5 or 6 places, but nobody got back to her. So we're going to have to be persistent.
         g. Carolyn: overlap with Service Learning?
         h. Linda: overlap with Common Read? (Common Read is in March, but we want to do it in the Fall).
      2 For next meeting - come in with list of 3 or 4 organizations that we could run by Rosemary.
      3 WEBSITE: PETER WILL UPDATE THROUGH NOVEMBER - THEN IT'S UP TO ME.
      4 Let Carolyn know about MY MEETING WITH DAVID MORETTI (tentatively scheduled for Friday, 2/27).
      5 We don’t know if Michael Hodge is still our person with VP office, now it might be Brian Kerr.
      6 Peter will email and find out if we should be inviting him.
      7 Also, we should contact our student members.
      8 Ray: update re. student activities:
         a. Getting ready to start “Emerging Leaders” program again - runs for 5 Saturdays & starts March 7. Every Saturday, 25-30 students meet. If you have a student you think would benefit & do well, send them his way.
         b. Referendum happening on raising fee – getting signatures, to add to ballot.
         c. 75 students possibly interested in running in student government election.
         d. Student gov. purchased an Xbox for Student Union.
      9 Carolyn: our charges - we have to prepare a report by Summer on our charges. Peter wrote the last two. (Copying the minutes. Giving credit to people – who did what, etc.).

   b. New Business
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      9 I will send these minutes to Carolyn and POST THEM on the website AFTER MY TRAINING.

NEXT MEETING: Meet March 17 tentatively – 3 pm, Tuesday, 3/17. Adam will bring coffee, and there was talk of Entenmann’s.

Adjourned at 4 pm.