The meeting began at 2:15 P.M, in room M 362. In attendance were: faculty members Barbara Blake-Campbell, Cheryl Spencer, and Howard Sporn, and Gisela Rivera, Director of Student Activities.

The committee discussed:

Old Business:

1. Accepted minutes from previous meeting
   Reviewed and accepted minutes from the previous meeting of Oct. 18, 2005.

2. Feedback from Dr. Smith
   Dr. Thomas Smith (Chair of Speech, Communication and Theater Arts), responded to a request for information on how student achievements are being showcased in his department:
   a. Students chosen to appear in dramatic productions receive considerable publicity: hometown newspapers are contacted and sometimes reviewers are sent to the campus; the student newspaper provides coverage and posters are distributed across campus to advertise the show dates.
   b. Students have their “headshots” and short biographies printed in the programs which are distributed at each performance.
   c. The Honors Convocation acknowledges at least two of the most productive and academically superior students with the annual ceremony and a cash award.
   d. Theatre majors have accompanied the Department’s Creative Director to Greece during the past summers and have been showcased by Susan Curtis’ office (Director of Marketing and Communication).
   e. Student productions are highlighted on the Departmental Website and used in promotional DVDs.
   f. Pictures of drama students are routinely printed in the Performing Arts Calendar and the College catalog.
   g. Awards plaques and citations are posted in the Departmental office.

3. Feedback from Dr. Berkowitz
   Dr. Diana Berkowitz (Director, CUNY Language Immersion Program), responded to a request for information on how student achievements are being showcased in her department:
   a. “Clip News”
   b. On occasion Susan Curtis has tried to put article in the college catalogue.
   c. Closing ceremonies - where all the QCC community is invited.
   d. “Clippers” –literary journal.
e. “Queenzine” – 2 articles were republished.
f. Students have visited Queens Borough President Helen Marshall and presented a poetry collage.

4. Feedback regarding use of billboard
Gisela Rivera (Director of Student Activities) controls the billboard, so information about student awards and competitions should be sent to her, and to Susan Curtis (Director of Marketing and Communication).

5. Feedback from Academic Integrity Information
Some students had complaints about the Academic Integrity Pamphlet. Gisela will talk to Dr. Paul Jean-Pierre (Associate Dean of Student Affairs) about it.

New Business:

1. Review of Student Bill of Rights and Responsibility
   a. The Student Bill of Rights and Responsibility is a document analogous to the patient’s bill of rights posted in a doctor’s office. It may therefore be posted in classrooms. The committee looked it over and found misprints and other corrections. It will be sent to the English Department for editing.

Recommended Actions:

1. Gisela suggested a billboard or banner near the campus bus stop, in addition to the existing billboard.

The meeting closed at 2:45 P.M.

Respectfully submitted,

Howard Sporn
Secretary of Student Activities Committee