

Queensborough Community College
Committee On College Environment, Bookstore & Food Service

Minutes of Meeting

May 23, 2005, 11:00-1:00 pm
Library Building, Conference Room L-428

Present:

Dr. Martin Jacobs (Student Affairs)	Chairperson, College Environment Committee
Prof. Marilyn Katz (BU)	Secretary, College Environment Committee
Dr. Deleri Springer (SS)	Member, College Environment Committee
Dr. Maryam Vulis (MA)	Member, College Environment Committee
Ms. Barbara Bookman	Coordinator, Services for Students with Disabilities
Georgina Colalillo (NU)	Member, Environment, Quality of Life and Disabilities Issues Committee (new committee)
Mark Van Ells (HI)	Member, Environment, Quality of Life and Disabilities Issues Committee (new committee)

Absent:

Prof. Norton Reid (MT)	Representative for the Academic Senate
Prof. Joseph Goldenberg (MT)	Member, College Environment Committee
Ms. Jean Wells (BI)	Academic Senate Committee Liaison

The meeting began at 11:00 a.m.

The following items were discussed:

1. Update from the Subcommittee on Naming Rooms, Buildings and Facilities considering contributions to the college:

Dr. Deleri Springer, chairperson of the subcommittee, has researched this matter and has determined the following:

- Mr. Carlos Flynn at CUNY Central is in charge of the naming guidelines already in place. Some examples of naming level guidelines as stated in the CUNY Campaign Guidebook are that a minimum contribution of \$10 million dollars is recommended for the permanent naming of a school and a minimum contribution of 15-25% of the total cost is recommended for naming of a building. A complete list of these guidelines was distributed to the Committee.
- These guidelines were developed using input from a college fund-raising/public relations organization, CASE (Council for Advancement and Support of Education).
- The naming decision-making process is governed by the Chancellor and the CUNY Board of Trustees, not the individual college presidents.

2. Update on the Assessment of campus facilities for Students with Disabilities:

Ms. Barbara Bookman, Coordinator, Services for Students with Disabilities, reported that Queensborough administration continues to be very responsive to the needs of students with disabilities and volunteered to continue attending future meetings of the Committee. She noted the following items:

- Both physical and virtual (technological) aspects of disability issues are being addressed, such as voice recognition and large text availability.
- Based on prior recommendations, all student labs are now ADA compliant, having at least one computer station with a higher table, large screen monitor, large scale keyboard and mouse, and all classrooms now have at least one seat which includes a separate desk and chair, in order to accommodate wheelchair-bound students.
- The Office of Students with Disabilities, room S132, which was previously inaccessible, has now been modified.

3. Final Meeting and Reorganization of College Environment Committee:

The current College Environment, Food Services and Bookstore Committee has been re-structured into two new Committees for 2005-2006:

- Committee on Environment, Quality of Life and Disabilities Issues
- Committee on Vendor Services

The two newly-formed committees will replace the current Committee. The new Committee on Environment, Quality of Life and Disabilities Issues will continue to pursue the any outstanding activities of the current Committee. Marilyn Katz, Secretary of the current Committee will transition to the new Committee. Georgina Colalillo and Mark Van Ells, members of the new Committee were also in attendance to assist in the transition.

4. Summary of Outstanding Business for Transition to the New Committee:

- **Current use of space (faculty offices) at the college:**

In past discussions, the Committee suggested that each Department evaluate its own classroom, faculty office and laboratory needs. Although technically, all rooms belong to the College, not each individual department, the Committee determined that it would be unrealistic for the Committee to dictate the allocation of space at the College. After each Department evaluates their individual space needs, a joint meeting(s) of Chairpersons, Administrative heads, etc. could be conducted to negotiate fair space assignment.

- **Safety Issues:**

- a. Slate tiles in front of the Administration Building are lifting, causing a hazardous condition for those walking in and out of that building, particularly disabled students, many of whom wait there for transportation. Buildings and Grounds should be e-mailed, with a copy to Vice President Diane Call, to advise them of the situation.
- b. Parking is still an issue. In addition to the known shortage of parking spaces, problems with speeding and dangerous driving have been noted. The suggestion was made to install speed bumps in the hopes of preventing future accidents and potential lawsuits. Joseph Cunningham should be notified.

The meeting was adjourned at 12:15 p.m.

The first meeting of the new Committee will be on Tuesday, June 7 at 1:15 PM, location to be announced.

Respectfully submitted,

Marilyn Katz
Secretary, College Environment Committee