

Steering Committee Report to Academic Senate –September 13, 2005

1. Meetings of the Academic Senate

A) We welcome the new and returning members of the Academic Senate. We thank them for their willingness to serve the college through participation in the Senate. We have scheduled eight meetings of the Senate during this academic year: September 13, October 18, November 8, December 13 of 2005 and February 14, March 14, April 11 and May 9 of 2006.

B) The agenda and its attachments have been distributed via email as a single WORD file for easier printing to all members of the Senate along with a small note within the email drawing attention to some of the more significant items on the agenda and in that email we have informed the entire community about the website location of the agenda and all attachments where the agenda and each attachment may be obtained and printed out individually. There are in addition a few copies in print form available in the room.

2. Vacancy on the Steering Committee

The Steering Committee has worked over the last year to realize the plan set out by our predecessors to make the Senate the center of shared governance at the College, to relate the work of its committees to the Strategic Plan and other College plans, and to the work of Middle States review following up on recommendations stemming from such. Kathy Villani made a large contribution to that work. So it is most regrettable that we report that Kathy Villani has resigned her position as the Vice-Chairperson of the Academic Senate. She enabled us to organize the efforts of the Senate since she was elected in May of 2004, working many hours through the summer of 2004 and then throughout the academic year and again this last summer. She did all that she did without compensation or complaint. Her work and support has been greatly appreciated. The Steering Committee will attempt to do some of the many things that she did knowing that we will not be able to do it any better than she did.

We invite members of the Senate to consider accepting nomination for the position now vacant. The election should be held at this meeting (9-13-05)

Vacancies in the Steering Committee or the office of Parliamentarian shall be filled by election of a person normally eligible for such office to fill the unexpired term. Nomination and election shall be conducted from the floor at the Senate meeting next following the occurrence of the vacancy. QCC Academic Senate Bylaws I.4.b.

3. Shared Governance

“The Governance Plan of our College is the concern of all of the members of its members. All constituencies- Students, faculty, alumni and administration contribute to the maintenance and development of the College. Each has its own particular and mutual areas of concern.

Because each constituency has the right to concern itself in areas that are its responsibility, this document sets forth the organization of the various bodies within the College, and guarantees their autonomy on matters within their jurisdiction. Because the constituencies are interrelated, and because all must participate in the well-being of the College as a whole, this governance document also provides for the organization of an Academic Senate which shall include students, faculty, alumni and administrators, which shall be the voice of the academic community of Queensborough Community College in all matters affect the welfare of the institution.” –QCC Governance Plan, Preamble

The Academic Senate has been created as a mechanism for the exercise of shared governance at this college. The Senate is the body where the constituencies come together and share in governance and this would include its standing and special committees that have always involved the inclusion of the principle constituencies.

The Steering Committee will make a departure from the previous year and increase its efforts to have matters brought to its attention by any constituency brought to the leadership of all constituencies before having that matter, if need be, brought to the Senate.

4. Actions of the College

The Steering Committee of the Academic Senate shall represent the interest of and uphold the policies adopted by the Academic Senate when it is not in session. It shall report to the Senate, at its next regular meeting, such College actions that may have been implemented while the Academic Senate was not in session. If such action requires the immediate establishment of new policy, a special meeting of the Academic Senate shall be called. –QCC Governance Plan I.B.2

While the Senate was not in session the President announced a number of endowed scholarships and the College created a space utilization study of the Library. The Academic Senate was not consulted nor involved in either of these actions prior to their announcement although there are three standing committees that deal with these matters.

5. Standing Committees for 2005-2006

All committees have the full compliment of faculty members and Presidential and Steering Committee Designees. We hope to soon have the list of students who are to serve on the Standing Committees.

Steering Committee Designees to the Standing Committees for 2005-2006

	Committee	STEERING COMMITTEE LIAISON
1	Academic Development / Elective Academic Programs	Elyn Feldman
2	Admissions	Sharon Reeves
3	Awards and Scholarships	Pat Spradley
4	Bylaws	Sharon Lall-Ramnarine
5	Ceremonial Occasions	Maurizio Santoro
6	Environment, Quality of Life and Disability Issues	Charles Neuman
7	Committee on Committees	
8	Computer Resources	Wendy Ford
9	Continuing Education	Lana Zinger
10	Course and Standing	David Sarno
11	<i>Sub-Committee:</i> CPE Review	Manette Berlinger
12	Curriculum	Phil Pecorino
13	Distance Education	
14	Gallery and Performing Arts	Barbara Bonous-Smith
15	Library	Jose Osorio
16	Publications	Laura Freedgood
17	Student Activities	Cheryl Spencer
18	Vendor Services	Marty Jacobs
19	WID WAC	Rosemary Iconis

6. Meetings of Standing Committee Chairpersons

The five scheduled Committee of Academic Senate Committee Chairpersons meetings will be on

- September 7 - after the presentation of highlights from the 2004-05 Completion Report and the 2005-06 Strategic Plan from 2:30 -3pm in M-127
- October 19 – A luncheon with the President in the Oakland Room, 1 pm.
- January 25, 2006 at 2pm after the Convocation in M-127
- February 1 - 1pm in M-127
- May 10- 1 pm with the President in M-136

7. Changes in Committee Charges for 2005-2006

The bylaws charges for several committees are under review and most likely there will be changes proposed during the next academic year, including the possible removal of a committee. Here are some of the present items on the agenda for the bylaws committee for 2005-2006.

- Consider change in Bylaws to the effect that student senate members are excluded from voting on awarding of certificates and degrees (Article VI., Section 1, item g)
- look at the changes in Bylaws for the following committees:

ACADEMIC DEVELOPMENT: remove item (d.) reference to cultural coordinator

AWARDS AND SCHOLARSHIP: combine or improve on items e and f.

CEREMONIAL OCCASIONS: consider revising charge item (b) from “plan and implement” to

- shall serve as an advisory body for official college ceremonies
- reconsider the size of the committee and
- the need for the committee if charge (a) is not acceptable to the administration of the college

GALLERY AND PERFORMING ARTS: remove item (f.) reference to cultural coordinator

STUDENT ACTIVITIES: add a charge related to the dissemination of information on student competitions and achievements

8. College Service

While there will continue to be placement of those faculty who volunteered or ran for a position on the Senate or on one of its Standing Committees, we do note that there were very, very few who wished to serve in some capacity that have not now been placed in some manner. We thank the President for his repeated statements on the importance of College service. Once again the Steering Committee offers to work with the Faculty Executive Committee and some senior faculty on a program to encourage even further faculty participation in governance. We thank all those who have already made themselves available for college service.