

Queens College Association

MEMORANDUM

Date: October 23, 2019

To: Queens College Association Members College Board  
Queens College Association

From: Stevie Robinson, Budget Specialist  
Queens College Association

Subject: College Association Board Meeting

The Queens College Association Board meeting is scheduled for Wednesday, October 23rd at 12:00 PM in the Student Union building RM 303. Enclosed is a copy of the agenda and supporting documents. Please notify [Stevie.Robinson@qc.cuny.edu](mailto:Stevie.Robinson@qc.cuny.edu) if you will not be present at this meeting.

Thank you.

College Association Board of Directors  
Agenda  
October 23rd, 2019

- I. Approval of the Agenda
- II. Introductions
- III. Approval of prior meeting minutes: September 25th, 2019
- IV. Discussion of open fund balance FY20 reserves
- V. New Business
  - A. Budget committee proposal for new clubs/organizations 2019-2020
    - 1. African Student Association-\$100
    - 2. Turning Point USA -\$100
    - 3. QC Atheists -\$100
    - 4. PA Prep -\$100
    - 5. JLIC-\$100
    - 6. ASEZ-\$100
    - 7. Lee-gue sports club-\$100
    - 8. Isaca IT-Audit-&-Cyber Security Club - \$100
    - 9. Sustainable Finance Club (pending CAC approval)
    - SUM =\$900
  - B. Budget committee proposal for current clubs/organizations 2019-2020
    - 1. Black Student Union - \$2000
    - 2. Bukharian Culture Club- \$1000
    - 3. Caribbean Student Association- \$6000
    - 4. FLIGHT- Filipino Club - \$3000
    - 5. Himalayan Club - \$300
    - 6. Knights Robotics - \$1500
    - 7. QC Fanaa- \$1000
    - 8. Theatre Guild- \$1000
    - SUM= 139,006
- VI. Adjournment



## Queens College Association – Board Meeting Minutes

Wednesday, October 23, 2019

12:00 PM – 1:30 PM

Student Association Conference Room, SU 303

Members Present: Adam Rockman, Jennifer Jarvis, Joseph Cobourne, Siddharth Malviya, Marie James (via phone), Edward Smaldone, Shanice Anderson, Zaire Couloute, Rolando Martinez, David Rivera (via phone) and Dwayne D. Jones

Also Present: Oliver Ngai and Stevie Robinson

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**Welcome** – Adam Rockman

- Meeting called to order at 12:08 PM

### **I. Approval of the Agenda**

- Motion (Siddharth Malviya) to approve the agenda; second (Joseph Cobourne) to approve the agenda with the following amendments;
  - Dwayne – add Silhouette Yearbook to the agenda item IV. B.
  - Motion unanimously passed and adopted

### **II. Introductions**

- Duly noted.

### **III. Approval of prior Meeting Minutes 9/25/2019**

- Motion (Siddharth Malviya) to approve the meeting minutes of 9/25/19; second (Edward Smaldone)
  - Motion unanimously passed and adopted

### **IV. Discussion of Open fund balance FY20 reserves**

- Stevie shared the reserve balance (\$57K) needs to be confirmed, pending identifying student club's true revenue.
- Siddharth asked when the Student Association will be receiving student fees.
  - Adam shared that he and Jennifer had a meeting this week and they were told that student fees will be available shortly, he'll know by next board meeting 11/20/2019.

#### **A. Discussion of prior Meeting Minutes 6/19/2019**

- Siddharth shared Dhrupad Mamun was listed as a Second to a motion despite being a non-voting member on the board.
  - Irving to listen to the recording and revise the 6/19/2019 minutes.

#### **B. Silhouette Yearbook Discussion**

- Dwayne shared the 2019 Silhouette Yearbook was delivered, but photographs stop at the last names beginning with "S". Dwayne took ownership of the error, assumed the hired editor did their part.
  - The changes will not cost the College Association any additional funds.
  - The company producing the Year Book will provide a 40% discount, resulting in a cost of \$3,276 for the (91) updated Yearbooks.
- Jennifer shared that student stipend for the editor will be held until the Yearbook has been corrected.
- Motion (Dwayne Jones) \$3,276 from the Silhouette budget be used to reprint the 91 Yearbooks once they've been edited; second (Edward Smaldone)
  - Motion unanimously passed and adopted

**V. New Business**

**A. Budget committee proposal for new clubs/organizations 2019-2020**

1. African Student Association-\$100
  2. Turning Point USA-\$100
  3. QC Atheists-\$100
  4. PA Prep-\$100
  5. JLIC-\$100
  6. ASEZ-\$100
  7. Lee-gue sports club-\$100
  8. Isaca IT-Audit-&-Cyber Security Club-\$100
  9. Sustainable Finance Club (pending CAC approval)
- SUM= \$900

- Siddharth shared the process of giving selective student clubs an increase in the initial amount awarded.
- Proposal, that each of the 9 clubs will receive \$100 budget in line with policy and 9. Sustainable Finance Club budget is pending CAC approval.
  - Each new student group receives \$100, clubs then have the ability to request more though a budget committee hearing.

**B. Budget committee proposal for current clubs/organizations 2019-2020**

1. Black Student Union-\$2000
  2. Bukharian Culture Club-\$1000
  3. Caribbean Student Association-\$6000
  4. FLIGHT- Filipino Club-\$3000
  5. Himalayan Club-\$300
  6. Knights Robotics-\$1500
  7. QC Fanaa-\$1000
  8. Theatre Guild-\$1000
- SUM= 15800

- Siddharth shared the budget committee felt that original allocations for certain clubs on campus their budgets were arbitrary. The amounts have been readjusted in accordance with their expenditures and S.A.E.F. \$60,000 funding. The readjustments have been approved by the Budget Committee.
- Motion (Siddharth Malviya) to accept V. A. and V. B. as a package; second (Joseph Cobourne).
  - Motion unanimously passed and adopted
  - Adam suggested to send out an email to all student clubs about additional funds being available.

**VI. Adjournment**

Meeting adjourned at 12:40 PM

Submitted by:

Stevie Robinson

**QCA Board Member**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

## Irving R Uribe

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**From:** Irving R Uribe  
**Sent:** Wednesday, October 23, 2019 11:22 AM  
**To:** 'Joseph Cobourne'; 'Siddharth Malviya'; 'Shanice A Anderson'; 'Zaire Couloute'; Michelle Fraboni; 'Marie C James'; 'yana.zheng58@gmail.cuny.edu'; David Rivera; 'Adam Rockman (adam.rockman@qc.cuny.edu)'; 'Jennifer Jarvis (jennifer.jarvis@qc.cuny.edu)'; Dwayne D Jones; Vivian K Quan; Edward Smaldone; Irving R Uribe; 'Rolando.Martinez06@gmail.cuny.edu'  
**Subject:** 10.23.19 QCA Board Meeting  
**Attachments:** agenda 10 23 19.pdf; Proposed Club Budget Allocation FY20.xlsx; QCA 9.25.19 Minutes.pdf

Good morning team,

Just a reminder the QCA Board meeting is scheduled for today, **Wednesday, October 23, 12:00 PM –1:30 PM in SU 303**. If you'd like to call-in please feel free to dial-in at **718-997-2910**, Pin# **258369**. The meeting materials are attached.

Best,

Irving R. Uribe, M.F.A. (He, Him, His)  
Executive Assistant for the Vice President for Student Affairs  
CREAR Futuros Campus Liaison  
[Queens College, CUNY](#) | 65-30 Kissena Boulevard, Queens, NY 11367-1597  
718-997-5501 | [irving.uribe@qc.cuny.edu](mailto:irving.uribe@qc.cuny.edu) | [LinkedIn](#)

## Irving R Uribe

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**From:** Stevie Robinson  
**Sent:** Wednesday, October 23, 2019 9:08 AM  
**To:** Irving R Uribe  
**Subject:** agenda 10 23 19  
**Attachments:** agenda 10 23 19.docx

Here is the agenda for day's meeting, please have Adam take a look at it and add or edit where he feels necessary.

tk

## Irving R Uribe

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**From:** Stevie Robinson  
**Sent:** Monday, October 21, 2019 3:10 PM  
**To:** Joseph Cobourne; Siddharth Malviya; Shanice A Anderson; Zaire Couloute; Michelle Fraboni; Tyler Grant; Marie C James; Dhruvad A Mamun; Yana Zheng; David Rivera; Adam Rockman; Jennifer Jarvis; Dwayne D Jones; Vivian K Quan; Edward Smaldone; Irving R Uribe; Jeanne DeMasters; Joseph W Loughren; Selena L Chu  
**Subject:** QCA Board of Directors Meeting

Hello All,

I hope this email finds you well. My name is Stevie Robinson and I am the budget specialist for the College Association. If you have any business items to add to the agenda for the upcoming board of directors meeting, please reach out to me at [stevie.robinson@qc.cuny.edu](mailto:stevie.robinson@qc.cuny.edu) and cc [siddharth.malviya65@gmail.com](mailto:siddharth.malviya65@gmail.com).

**Please contact me no later than Tuesday, October 22nd at 5 PM.**

Thank you.



## Irving R Uribe

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**Subject:** QCA Board Meeting  
**Location:** SU 303 or Dial-in: 718-997-2910, Pin#258369

**Start:** Wed 10/23/2019 12:00 PM  
**End:** Wed 10/23/2019 1:30 PM

**Recurrence:** (none)

**Meeting Status:** Meeting organizer

**Organizer:** Adam Rockman

**Required Attendees'** Joseph Cobourne'; Siddharth Malviya; Shanice A Anderson; Zaire Couloute; Michelle Fraboni; Marie C James; 'yana.zheng58@gmail.cuny.edu'; David Rivera; 'Adam Rockman (adam.rockman@qc.cuny.edu)'; 'Jennifer Jarvis (jennifer.jarvis@qc.cuny.edu)'; Dwayne D Jones; Vivian K Quan; Edward Smaldone; Irving R Uribe; Rolando.Martinez06@gmail.cuny.edu; Stevie Robinson

Good morning all,

I'd like to schedule monthly QCA meetings for the year on the third Wednesday of the upcoming months from **12:00 PM-1:30 PM** (Free Hour). Please let me know if any of the dates below DO NOT work with your schedule (to make it easier you can *fill out the Doodle Poll below*). I'll send out the calendar invites (these are not easy meetings to setup);

### 2019

Thursday, 8/22

Wednesday, 9/25

Wednesday, 10/23

Wednesday, 11/20

December – No meeting

### 2020

Wednesday, 1/22

Monday, 2/24

Wednesday, 3/25

Monday, 4/20

Wednesday, 5/20

Wednesday, 6/17

July – No meeting

You may list your availability by participating in the Doodle Poll link below (*so I can have a sense if quorum will be established*);

## [QCA 2019-2020](#)

Joseph or Siddharth, please let me know if I missed any QCA members from the To:, CC; list or if anyone should be removed.

Thank you

Irving R. Uribe, M.F.A.  
Executive Assistant for the Vice President for Student Affairs  
[Queens College, CUNY](#) | 65-30 Kissena Boulevard, Queens, NY 11367-1597  
718-997-5501 | [irving.uribe@qc.cuny.edu](mailto:irving.uribe@qc.cuny.edu) | [LinkedIn](#)

## Irving R Uribe

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**From:** Irving R Uribe  
**Sent:** Tuesday, August 6, 2019 10:15 AM  
**To:** 'Joseph Cobourne'; Siddharth Malviya; Shanice A Anderson; Zaire Couloute; Michelle Fraboni; Tyler Grant; Marie C James; 'dhrupad.mamun35@gmail.cuny.edu'; 'yana.zheng58@gmail.cuny.edu'; David Rivera  
**Cc:** 'Adam Rockman (adam.rockman@qc.cuny.edu)'; 'Jennifer Jarvis (jennifer.jarvis@qc.cuny.edu)'; Dwayne D Jones; Vivian K Quan; 'Jeanne DeMasters (Jeanne.DeMasters@qc.cuny.edu)'; Joseph W Loughren; Robert J Twible; Sunjay C Bijlani; Eric Urevich; Frank T Wilson  
**Subject:** Monthly QCA Board Meetings 2019-2020

Good morning all,

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### 2019

Wednesday, 9/25  
Wednesday, 10/23  
Wednesday, 11/20  
December – No meeting

### 2020

Wednesday, 1/22  
Wednesday, 2/24  
Wednesday, 3/25  
**Monday, 4/20**  
Wednesday, 5/20  
Wednesday, 6/17  
July – No meeting

You may list your availability by participating in the Doodle Poll link below (*so I can have a sense if quorum will be established*);

## [QCA 2019-2020](#)

Joseph or Siddharth, please let me know if I missed any QCA members from the To:, CC; list or if anyone should be removed.

Thank you

Irving R. Uribe, M.F.A.  
Executive Assistant for the Vice President for Student Affairs  
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