

MEMORANDUM

Date: May 20, 2020

To: Queens College Association Board Members

From: Stevie Robinson, Business Manager
Queens College Association

Subject: College Association Board Meeting

The Queens College Association Board meeting is scheduled for Wednesday, May 20th at 12:00 PM via Zoom. Enclosed is a copy of the agenda.

Please notify Stevie.Robinson@qc.cuny.edu if you will not be present at this meeting.

Thank you.

College Association Board of Directors
Agenda
May 20, 2020

- I. Approval of the Agenda
- II. Introductions
- III. Approval of prior meeting minutes
- IV. Discussion
- V. New Business
 - A. Update on Online eBallot cost
- VI. Adjournment



Queens College Association – Board Meeting Minutes

Wednesday, May 20, 2020

12:15 PM – 1:30 PM

Student Association Conference Room, SU 303 (via ZOOM)

Members Present: Adam Rockman, Siddharth Malviya, Joseph Cobourne, Zaire Couloute, David Rivera, Michelle Fraboni, Rolando Martinez, Dwayne D. Jones, Edward Smaldone, Jennifer Jarvis and Stevie Robinson

Welcome – Adam Rockman

- Meeting called to order at 12:04 PM

I. Approval of Agenda

Adam – Thanked everyone for the work they done for QC students and their support and participation on the QCA board.

Addendums to agenda:

- Zaire C. – motion to add USS scholarship proposal, under new business 5B
- Sidd M. – motion to bypass introduction because everyone knows everyone here by now

Adam, called for; motion to approve agenda; 1st Sidd M., 2nd Rolando M.

- Motion to approve addendums; unanimously approved

II. Introductions

- **Bypassed**

III. Approval of prior Meeting Minutes

- Everyone didn't have a chance to review minutes from 2/24 board meeting. Because of time constraints approval of minutes are tabled for at the end of the meeting or until another date.

IV. New Business

- Dwayne
 - Budget allocation for clubs and organization
 - By now the club elections, budget hearing and allocations would have been completed, but due to COVID-19 concerns, the election process had to be pushed back and held online
 - Update on eBallot cost
 - Because of the online election process and additional students had to be added, at an additional cost of \$1,396 (i.e. 63 clubs 4 position ea. 252 positions in total, for approximately 300 candidates)

Dwayne – motion for QCA board to approve to pay the full amount of the costs for the eBallot addendums (i.e. 1st addendum \$2,541, 2nd addendum \$1,396, total \$3,937)

Adam – call motion to approve the total costs of the addendums to the eBallot costs

- Motion to approve addendums; unanimously approved

- Zaire
 - SA partnership with USS for a scholarship to QC students that have been affected by COVID-19 financially, to cover related expenses (i.e. rent, food, bills, etc.) in the amount of ~\$200 each.
 - Funding to come from SA operating and/or reserves funds (\$10k)
- Joseph
 - Will provide a proposal following the Petrie Foundation protocols and requirements (i.e. application, name, ID# of student and explanation of use of funds.
 - Application, will re reviewed by QCA board, SA and submitted to QCA Executive board for approval.
 - After approval, a list of the names of the students selected will be sent to USS, who will distribute the funds.

V. Discussion

A. Budget Allocation for Clubs & Organizations

Dwyane – The new budget committee must discuss two options: 1) what a 25% student fee cut budget would look like. 2) what would a full budget look like

- He will have a discussion with the new committee about a tentative plan looking at both options, citing the effects on student fees and CUNY’s budget which is uncertain and unknow at this time.
- An email will be sent to the New E-Boards, requesting them to submit both version of the budget.

Sidd - What is the outlook of club’s budget considering the 25% budget cut, COVID-19 which shorten spring semester and the College budget?

- He offered to provide the new board with last years budget, because he was very involved with the budget process as VP and member of the budget committee.
- Will send Zaire and Shanice a draft copy of the budget and cc Dwayne and Jennifer on email.

Adam – stated, because we don’t know anything about what the College budget and what student fee structure will look like, there are too many variables not to be prepared to consider our options.

Jennifer – suggested not to look at a full budget, but a Fall Budget until we have a tentative budget from CUNY and QC budget office.

- Adam agrees with Jennifer suggestion and recommend that the budget committee submit a fall budget only, until QCA receives a tentative budget from the QC budget office.

B. SA and USS partnership to create a scholarship for students effected by the COVID-19 pandemic financially.

Edward – Who will receive the scholarship, how it will be publicized and who will review and approve the application?

Joseph – The scholarship will be advertised thru ALL campus outlets (i.e. listserv, social media and an email will be sent to all department chairs).

- The application will be reviewed and approved by; the student association, QCA board members, faculty and staff members (i.e. 2 faculty members and 3 student representatives).

Michele – What is the criteria for who gets the scholarship?

Joseph - stated the SA will use the Petrie Foundation criteria, which helps students with economic crisis.

Jennifer – stated that it's not appropriate to use student fees in the manner, unless there is something in writing from CUNY.

Joseph – USS is waiting for a written document from CUNY on the use of student fees, the document should provide guidance.

Edward – are there activities that funds should be used for the spring that were not and can be set aside for this purpose? How much funds are remaining?

Jennifer – reiterated that funds that are available for student activities were cut by 25% and returned to students. We are still waiting for the final amount of student fees available from QC budget office.

Dwayne – stated again, that student fees were not supposed to be used in this way, that it would require a vote by the entire student body.

Jennifer – For clarification, SA is deciding to cut their own budget by \$10k to go towards this scholarship. There is currently a balance of \$11k in SA's budget.

Joseph – Confirms that SA has a budget balance of \$11k and \$58k in their reserves, which will be used after all expenses are paid to go towards the scholarship.

Adam – As chair of the QCA board, recommend not to do this, that it is not a good idea because of the uncertainty of the financial situation of ALL entities involved (i.e. QC, QCA, SA, etc.). In addition, it is a duplication of another source QC has already made available for students facing these kinds circumstances.

- The Petrie Foundation funding provides \$3k per students with financial hardships that student can apply for.
 - o \$10k still remaining this year

Adam – Also concerned, that by giving funds to an outside organization you lose control, which is never a good idea.

Jennifer - there are additional funding available through her office and she is trying to get more sources.

Sidd – Motion to call question

Adam – call for motion to vote for approval of SA partnership with USS for scholarship

- Vote: 1 yes, 7 nays and 2 extension

Motion - Failed

Jennifer – Thank you to ALL SA members for the commitment and work this past year.

Announcement: Longtime board member Ed S. announced that he would be going on sabbatical and will no longer service as a board member for FY2020-21

- Chairman – Adam R. stated on behalf of the entire QCA board members that Ed’s contribution to the board would be missed and thanked him for his longtime support and commitment.

A. Adjournment

Meeting adjourned at 1:30 pm

NEXT QCA BOARD MEETING: June 17, 2020

Submitted by:

Stevie Robinson

QCA Board Member

Name: _____

Signature: _____

Irving R Uribe

From: Stevie Robinson
Sent: Friday, May 15, 2020 4:04 PM
To: Adam Rockman; Siddharth Malviya; Shanice A Anderson; Zaire Couloute; David A Rivera; Adam Rockman; Jennifer Jarvis; Dwayne D Jones; Edward Smaldone; Rolando J Martinez; Zaire Couloute; Marie C James; Joseph Cobourne; Michelle Fraboni
Cc: Irving R Uribe
Subject: QCA Board Meeting
Attachments: QCA Board Agenda 5-20-20.docx

The QCA board meeting scheduled for May 20th will be held via Zoom. I have attached the agenda for your review. The Zoom meeting information will be sent to you in another email, if you have any questions please let me know.

Irving R Uribe

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,

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

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.
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