I. Approval of Agenda

II. Introductions

- Board members introduction:
  - VP Adam Rockman – Chair
  - AVP Jennifer Jarvis – Administrator
  - Mr. Dwayne Jones – Administrator
  - Prof. David Rivera – Faculty member
  - Prof. Michelle Fraboni – Faculty member
  - Edward Smaldone – Faculty member
  - Zaire Couloute – Student member
  - Shanice Anderson – Student member
  - Rolando Martinez – Student member
  - Andre Benjamin – Student member
  - Marie James – Student member
  - Sophia Paul – Student member

III. Approval of last meeting minutes
Meeting on May 20, 2020

IV. Election of Committee Members

A. College Association Board
   - President, Vice President, Secretary and Faculty (3), Administrator (3) and Students (4)

B. Budget Committee
   - President, Vice President of SA, Non-traditional chair and 2 Faculty/Administrator

C. Equipment Committee
   - 3 Students representing SA, 2 Faculty Members
V. **New Business**

A. **Student Fees Budgets: Fiscal Year 2021**

1. Student Association  
   Amount: $106,398
2. Committee for Disabled Students  
   Amount: $62,400
3. Child Development Center  
   Amount: $97,000
4. Athletic Department  
   Amount: $805,512
5. Shuttle Bus  
   Amount: N/A

B. **College Association Operating Budget:**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time Salary</td>
<td>28,309</td>
</tr>
<tr>
<td>Fringe benefits</td>
<td>14,438</td>
</tr>
<tr>
<td>Services-consulting/shared costs</td>
<td>14,136</td>
</tr>
<tr>
<td>Services-Accounting/Audit</td>
<td>3,534</td>
</tr>
<tr>
<td>Services-Catering</td>
<td>56,705</td>
</tr>
<tr>
<td>Services-Events</td>
<td>27,639</td>
</tr>
<tr>
<td>Online Platform</td>
<td>40,000</td>
</tr>
<tr>
<td>Bank Fees</td>
<td>250</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>1,264</td>
</tr>
<tr>
<td>Other Supplies</td>
<td>22,220</td>
</tr>
<tr>
<td>Other Expenses-QCA</td>
<td>2,313</td>
</tr>
<tr>
<td>Copying Services</td>
<td>2,855</td>
</tr>
<tr>
<td>Printing</td>
<td>2,500</td>
</tr>
<tr>
<td>Leadership/Training</td>
<td>20,000</td>
</tr>
<tr>
<td>Orientation/Promotion</td>
<td>47,000</td>
</tr>
<tr>
<td>Welcome Day</td>
<td>15,000</td>
</tr>
<tr>
<td>Insurance: Liability/Property &amp; Attorney fees</td>
<td>11,666</td>
</tr>
<tr>
<td>Legal Fees</td>
<td>1,000</td>
</tr>
<tr>
<td>Music Royalties (Licenses Fees)</td>
<td>1,184</td>
</tr>
<tr>
<td>Postage</td>
<td>478</td>
</tr>
<tr>
<td>Local Travel</td>
<td>500</td>
</tr>
<tr>
<td>Travel Conferences/Seminars</td>
<td>4,592</td>
</tr>
<tr>
<td>Dues &amp; Subscription</td>
<td>1,500</td>
</tr>
<tr>
<td>Maintenance-Office Equipment</td>
<td>934</td>
</tr>
</tbody>
</table>

**TOTAL**  $327,567
C. Register Student Organization/Clubs Allocation
   Amount: $136,436

D. Administrative Matters

   1. Motion to authorize the reallocation, into fiscal year 2021, all net revenue account lines, of each organization, after all outstanding bills are paid, upon the approval of fiscal year 2020 audit.

   2. Motion to authorize the reallocation, into fiscal year 2021, all unspent budget amounts remaining in the Services: lines upon approval of fiscal year 2020 audit.

   3. Motion to authorize the reallocation, into fiscal year 2021, all unspent budget amounts remaining in the Programming lines of College Union Programming Board, upon approval of fiscal year 2020 audit.

Discussion Items

   1. College Association Conflict of Interest Policy

   2. Whistle Blower Policy

   3. CUNY Policy on Sexual Misconduct
Irving R Uribe

Subject: QCA Board Meeting  
Location: https://us02web.zoom.us/j/87148466256?pwd=cjYwZXRyZU1WSkR3RW5NRG1iak5wZz09

Start: Tue 6/30/2020 12:30 PM  
End: Tue 6/30/2020 2:00 PM  
Recurrence: (none)

Meeting Status: Meeting organizer

Organizer: Adam Rockman

Required Attendees: Jennifer Jarvis; Michelle Fraboni; David Rivera; Dwayne D Jones; Edward Smaldone; Irving R Uribe; Stevie Robinson; Zaire Couloute; Shanice A Anderson; Rolando J Martinez; Sophiap16@gmail.com; Andre N Benjamin; Marie C James; Robert J Twible; Sunjay C Bijlani

I apologize for any confusion! The meeting will start at 12:30pm today, using the following Zoom link: https://us02web.zoom.us/j/87148466256?pwd=cjYwZXRyZU1WSkR3RW5NRG1iak5wZz09

Adam Rockman is inviting you to a scheduled Zoom meeting.

Topic: QCA Board  
Time: Jun 30, 2020 12:00 PM Eastern Time (US and Canada)

Join Zoom Meeting  
https://us02web.zoom.us/j/87148466256?pwd=cjYwZXRyZU1WSkR3RW5NRG1iak5wZz09

Meeting ID: 871 4846 6256  
Password: 326046

One tap mobile  
+19292056099,,87148466256#,,,,0#,,326046# US (New York)  
+13017158592,,87148466256#,,,,0#,,326046# US (Germantown)

Dial by your location  
+1 929 205 6099 US (New York)  
+1 301 715 8592 US (Germantown)  
+1 312 626 6799 US (Chicago)  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 669 900 6833 US (San Jose)  

Meeting ID: 871 4846 6256  
Password: 326046

Find your local number: https://us02web.zoom.us/u/kdV5dQk5TG

MEMORANDUM

Date: June 29, 2020
To: College Board  
Queens College Association

From: Stevie Robinson  
Business Manager, Queens College Association

Subject: College Association Board Meeting

The Queens College Association Board meeting is scheduled for Tuesday, June 30, 2018 at 12:00 PM via “ZOOM”. Enclosed is a copy of the agenda and supporting documents.

Please notify the office at (718) 997– 4242 or email stevie.robinson@qc.cuny.edu if you will not be present at this meeting.

Thank you.

PS. I have attached the below documents for your review.

1. Agenda
2. Last meeting minutes (5/20) & (2/24)
3. List of committees and members (i.e. QCA, SA & CDS)
4. Department budgets (i.e. SA, CDS, CDC & Athletics)
5. CA Conflict of Interest Policy
6. Whistle Blower Policy
Good afternoon Stevie,

Sure! Adam is free:

- Thursday, June 25, 2pm-4pm
- Monday, June 29, not available
- Tuesday, June 30, 10am-4pm

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 | 66-30 Kissena Boulevard, Queens, NY 11367-1597
718-997-5501 | irving.uribe@qc.cuny.edu | LinkedIn

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From: Stevie Robinson <Stevie.Robinson@qc.cuny.edu>
Sent: Friday, June 12, 2020 12:49 PM
To: Irving R Uribe <Irving.Uribe@qc.cuny.edu>
Subject: RE: QCA Board Agenda 6-17-20

Hi, Irving

Can I officially cancel the June 20th meeting? If so, could you check Adam’s calendar to see if he’s available June 25th, 29th or 30th for the next QCA board meeting.

Let me know when you get a chance.

---

From: Adam Rockman <Adam.Rockman@qc.cuny.edu>
Sent: Thursday, June 11, 2020 9:44 AM
To: Dwayne D Jones <Dwayne.Jones@qc.cuny.edu>
Cc: Jennifer Jarvis <Jennifer.Jarvis@qc.cuny.edu>, Irving R Uribe <Irving.Uribe@qc.cuny.edu>, Stevie Robinson <Stevie.Robinson@qc.cuny.edu>
Subject: Re: QCA Board Agenda 6-17-20

Apologies…I did mean last week in June. Thank you!

Sincerely,
Adam

---

From: Dwayne D Jones <Dwayne.Jones@qc.cuny.edu>
Date: Thursday, June 11, 2020 at 09:42
To: Adam Rockman <Adam.Rockman@qc.cuny.edu>
Cc: Jennifer Jarvis <Jennifer.Jarvis@qc.cuny.edu>, Irving R Uribe <Irving.Uribe@qc.cuny.edu>, Stevie Robinson <Stevie.Robinson@qc.cuny.edu>
Subject: Re: QCA Board Agenda 6-17-20

Good morning Adam,

Do you mean the postpone to the last week in June not July?

Dwayne

---

On Jun 10, 2020, at 7:09 PM, Adam Rockman <Adam.Rockman@qc.cuny.edu> wrote:

Agreed...Let’s postpone until the last week in July.

Has someone already requested the proposed budgets from the other entities? If not, who will do so?

Sincerely,
Adam L. Rockman, Ed.D. (Pronouns he, him, his)
Vice President for Student Affairs
Queens College/CUNY
6530 Kissena Blvd.
Queens, NY 11367-1597

Follow me @VPRockman

Sent from my iPhone
On Jun 10, 2020, at 18:25, Jennifer Jarvis <Jennifer.Jarvis@qc.cuny.edu> wrote:

Good Day,

I am requesting the meeting be pushed off for another week or two. We need to work on the operating budget and contact the other entities to determine if they have action items to consider at this time.

Irving – thank you for providing historical documents.
Stevie – please refer to historical documents as you prepare monthly meeting agenda.

Be well,
Jennifer

From: Irving R Uribe <Irving.Uribe@qc.cuny.edu>
Sent: Wednesday, June 10, 2020 5:49 PM
To: Stevie Robinson <Stevie.Robinson@qc.cuny.edu>
Cc: Adam Rockman <Adam.Rockman@qc.cuny.edu>; Dwayne D Jones <Dwayne.Jones@qc.cuny.edu>; Jennifer Jarvis <Jennifer.Jarvis@qc.cuny.edu>
Subject: RE: QCA Board Agenda 6-17-20

Good evening Stevie,

Attached is last June’s agenda for an idea on the agenda items structure.

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 | LinkedIn

From: Adam Rockman <Adam.Rockman@qc.cuny.edu>
Sent: Wednesday, June 10, 2020 5:00 PM
To: Jennifer Jarvis <Jennifer.Jarvis@qc.cuny.edu>; Irving R Uribe <Irving.Uribe@qc.cuny.edu>; Dwayne D Jones <Dwayne.Jones@qc.cuny.edu>
Cc: Stevie Robinson <Stevie.Robinson@qc.cuny.edu>
Subject: FW: QCA Board Agenda 6-17-20

At the June meeting we would normally just do subcommittees (if any), and approve budgets for CDC, ATHLETICS, SHUTTLEBUS, CDS, etc. Plus we would approve the QCA budget for FY21, correct?

I ask that everyone please chime in here; since we don’t have budgets from the other entities, doo we have enough reason for us to have this meeting?

Sincerely,
Adam

From: Stevie Robinson <Stevie.Robinson@qc.cuny.edu>
Date: Wednesday, June 10, 2020 at 16:47
To: Adam Rockman <Adam.Rockman@qc.cuny.edu>
Cc: Jennifer Jarvis <Jennifer.Jarvis@qc.cuny.edu>, Dwayne D Jones <Dwayne.Jones@qc.cuny.edu>, Irving R Uribe <Irving.Uribe@qc.cuny.edu>
Subject: QCA Board Agenda 6-17-20

Just following up.

The attached agenda is blank, , please add any agenda items you may have for the June 17th QCA board meeting. I would like to send the agenda and minutes out before the end of the day tomorrow.

Thanks
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.
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 | LinkedIn