



Committee on Campus Life and Student Issues of the College Council

Meeting #1

October 3, 2018

S724

Agenda

1. Welcome
2. Charge of Committee
3. Timetable for Reports and Resolutions for the College Council Meetings:
Inclusion in the Agenda
4. New Business
5. Other Items
6. Next Meetings:

Wednesday, November 7, 2018

Wednesday, December 5, 2018

Wednesday, February 6, 2019

Wednesday, March 6, 2019

Wednesday, April 3, 2019

Wednesday, May 8, 2019



Committee on Campus Life and Student Issues of the College Council

Meeting #1

October 3, 2018

S724

Minutes

Present: Michael Hutmaker; Jennifer M Longley; Harry P Mars; Melanie Oram; Luljeta Tahiraj

Absent: Sheldon Applewhite; Sunil B Gupta; Francine Kamtse; Arvis Sinani

- 1) Reviewed Charge of Committee
- 2) Selected Dean Hutmaker to serve as Executive Committee representative
- 3) Open Discussion
 - i) Harry Mars discussed the implementation of the revised Co-Curricular Transcript. Student will no longer need to self-input activities.
 - ii) Elevators are and issue in Murray – construction is slowing things down
 - (a) Fiterman elevators – can they be designated to arrive on odd floors and even floors?
 - iii) Positive messaging throughout campus
 - Messages in the classrooms
 - Use on the monitors
 - SGA promo or representative or event spotlight
- 4) Meeting adjourned



**Committee on Campus Life and Student Issues
of the College Council**

Meeting #2

November 7, 2018

S724

Agenda

1. Welcome
2. Old Business
3. New Business
4. Other Items
5. Next Meetings:

Wednesday, December 5, 2018

Wednesday, February 6, 2019

Wednesday, March 6, 2019

Wednesday, April 3, 2019

Wednesday, May 8, 2019



Student Affairs

Borough of Manhattan Community College
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Committee on Campus Life and Student Issues of the College Council

Meeting #2

November 7, 2018

S724

Minutes

Present: Sheldon Applewhite; Sunil B Gupta; Michael Hutmaker; Francine Kamtse; Jennifer M Longley; Harry P Mars; Melanie Oram; Luljeta Tahiraj; Arvis Sinani

Absent: none

1) Open Discussion

- i. Fire drill protocol for Fiterman
 - Suggest give all faculty training
 - Accessibility students protocol
 - Review process to be more clear about the process
 - Invite Public Safety to next meeting
- ii. Reinforce services and programs via messaging
 - Provide informational messaging thorugout ampus
 - Use on the monitors, social media Blackboard
 - Create Tip of the Day messaging

2) Meeting adjourned



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**Committee on Campus Life and Student Issues
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Meeting #3

December 5, 2018

S724

Agenda

1. Welcome
2. Old Business
3. New Business
4. Other Items
5. Next Meetings:

Wednesday, February 6, 2019

Wednesday, March 6, 2019

Wednesday, April 3, 2019

Wednesday, May 8, 2019



Committee on Campus Life and Student Issues of the College Council

Meeting #3

December 5, 2018

S724

Minutes

Present: Sheldon Applewhite; Michael Hutmaker; Jennifer M Longley; Harry P Mars; Melanie Oram;

Absent: Sunil B Gupta; Francine Kamtse; Luljeta Tahiraj; Arvis Sinani

Guest: Michael Korn

1) Open Discussion

- i. Michael Korn, Director of Public Safety came to speak with regard to the fire emergency protocol.
 - He reviewed the fire drill process for each building.
 - They are developing an Emergency Protocol Pamphlet.
 - Student with accessibility needs.
 - They are staged by the appropriate elevator and will be escorted down by fire safety staff.
 - Suggestions:
 - Email reminder to faculty and staff about the fire drill process with tips (i.e. Look for fire warden; find the closest exit to your classroom/office at the start of the semester; inform students in your class of the closest exit, etc.)
 - Email student with disabilities about the process.
 - Include this in the letter to faculty with student with accessibility needs.

2) Meeting adjourned



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Committee on Campus Life and Student Issues of the College Council

Meeting # 4

February 6, 2019

S724

Agenda

1. Welcome
2. Old Business
3. New Business
4. Other Items
5. Next Meetings:

Wednesday, March 6, 2019

Wednesday, April 3, 2019

Wednesday, May 8, 2019



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Committee on Campus Life and Student Issues of the College Council

Meeting # 4

February 6, 2019

S724

Minutes

Present: Sheldon Applewhite; Michael Hutmaker; Harry P Mars; Melanie Oram;

Absent: Sunil B Gupta; Francine Kamtse; Jennifer M Longley; Luljeta Tahiraj; Arvis Sinani

- 1) Open Discussion
 - No Quorum

- 2) Meeting adjourned



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Committee on Campus Life and Student Issues of the College Council

Meeting # 5

March 6, 2019

S724

Agenda

1. Welcome
2. Old Business
3. New Business
4. Other Items
5. Next Meetings:

Wednesday, April 3, 2019

Wednesday, May 8, 2019



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Committee on Campus Life and Student Issues of the College Council

Meeting # 5

March 6, 2019

S724

Minutes

Present: Michael Hutmaker; Jennifer M Longley; Harry P Mars; Melanie Oram;

Absent: Sheldon Applewhite; Sunil B Gupta; Francine Kamtse; Youssouf Toure; Arvis Sinani

- 1) Open Discussion
 - No Quorum
 -
- 2) Meeting adjourned



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**Committee on Campus Life and Student Issues
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Meeting # 6

April 3, 2019

S724

Agenda

1. Welcome
2. Old Business
3. New Business
4. Other Items
5. Next Meetings:

Wednesday, May 8, 2019



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Committee on Campus Life and Student Issues of the College Council

Meeting # 6

April 3, 2019

S724

Minutes

Present: Sunil B Gupta; Michael Hutmaker; Jennifer M Longley (via phone); Harry P Mars;
Melanie Oram;

Absent: Sheldon Applewhite; Francine Kamtse; Youssouf Toure; Arvis Sinani

1) Open Discussion

- No students in attendance
- Discussed the Faculty Resource Guide for Student Services from Student Affairs
 - o Adding a section on specific issues (ex, I am a hungry student)
 - o Also organizing by issue/function rather than office

2) Meeting adjourned



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Committee on Campus Life and Student Issues of the College Council

Meeting # 7

May 8, 2019

S724

Agenda

1. Welcome
2. Old Business
3. New Business
4. Other Items
5. Thank you



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Committee on Campus Life and Student Issues of the College Council

Meeting # 7

May 8, 2019

S724

Minutes

Present: Sheldon Applewhite; Sunil B Gupta; Michael Hutmaker; Jennifer M Longley (via phone); Harry P Mars; Melanie Oram;

Absent: Francine Kamtse; Youssouf Toure; Arvis Sinani

- 1) No students attended.
- 2) Reviewed the updated Faculty Resource Guide for Student Services from Student Affairs
- 3) Other suggestions:
 - a. Work with Public Safety to highlight safety and fire protocol at the start of the year
- 4) Thanked the committee for the work this past year.