

**Steering Committee Report
Academic Senate Steering Committee
Queensborough Community College
March 13, 2018**

Today we are joined by participants in the Student Affairs Leadership Enhancement and Development Series (SA LEADS). Designed to foster the networks that support students, SA LEADS provides a professional development opportunity for current and emergent campus leaders through seminars with administrators from QCC and CUNY Central, faculty and staff, as well as outside professional development consultants. Started by Vice President Hodge in 2015, the SA LEADS program has had 37 participants, many of whom have gone on to leadership roles at the College. The Academic Senate welcomes the current cohort of SA LEADS participants: Linda Evangelou (Admissions); Thomas Byrnes (Admissions); Alexandra Pyak (ASAP); Connie Peluso (Career Services); Katwica Desruisseaux (College Discovery); Patricia Canale (Registrar); Moira Adams (Sponsored Programs).

The SA LEADS is a model program, one we would like to see more of on this campus. However, it is not as if there are no programs like this: The Office of Student Affairs has long been involved in the development of student leaders; this year the Faculty Executive Committee advertised a project aimed at cultivating future leaders of the faculty; even the Steering Committee has proposed a reading group as a way of bringing people together to discuss the issues. One reason the SA LEADS program succeeds is that it provides a dedicated time and space for professional development. Something like this might be useful in developing faculty to participate in various aspects of campus life. For example, the UFS sponsors budget training for Faculty Governance Leaders (FGL) and those appointed by them. Too much of the campus knowledge base is disseminated through the generosity of informal mentoring and we need to do more to create a sustainable social ecology of campus governance.

Currently, each standing committee engages in sustaining its own leadership and knowledge base through the committee guides and the culture of each the committee. These guides are indispensable resources as new members of a committee learn the charge as well as how to undertake the work involved. Rotating members in on staggered three-year terms has had the desired effect, with senior members taking on leadership roles after gaining adequate information and experience. While experience on committees is essential, we have a problem if the guides are not satisfactory in relating the information required to incoming members. We have failed, if after three years we have a situation where no one wants to chair a committee or no one is in a position to serve, or they do not have the requisite standing or experience. We should never be in a position where we are subject to the grace of a single individual who does more than everyone else, and we should be wary to let those do it for credit, just as we should be wary to let others do it from the shadows, invisible to all but a few.

Related to this, and something that the Steering Committee has been concerned with for the last year has to do with record keeping. We've had discussions in the Academic Senate about how to record votes and how to present that information so that it's in compliance with Perez, and the Committee on the Bylaws, led by Susan Jacobowitz, has met to consider how to find the sweet-spot of transparency and privacy protection. But this issue has exposed a whole order of issues that has not been documented properly in the Steering Committee Guide nor anywhere else, and that has to do with the issue of electronic record keeping. Currently, paper archives are kept by the College Archivist Constance Williams, but since the arrival of the clicker system we've only had an ad hoc means of keeping the clicker reports, which contain more than we are required to report, such as voting records for our elections or other matters not covered by Perez. It is the position of the Steering Committee that there should be some official College repository of the digital records of the Academic Senate Steering Committee, including not only clicker reports but electronic versions of meeting agendas, reports, basically all the attachments sent out each month that are also available online. More than one Middle States working group has pointed out files missing from the college website, a problem made much worse since the College has been forced to remove files that are not compliant with the Americans with Disabilities Act.

While we will engage the archivist, the Administration, FEC as well as other stakeholders (such as in IT), in seeking advice in how to best do this, we invite anyone interested in these issues to get in contact with us over the next weeks as we consider solutions and prepare to update the Steering Committee Guide.

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