

**QUEENSBOROUGH COMMUNITY COLLEGE
The City University of New York**

ACADEMIC SENATE

COMMITTEE ON VENDOR SERVICES

Email: wford@qcc.cuny.edu

TO: Devin McKay, Secretary, Academic Senate Steering Committee
FROM: Wendy Ford, Chairperson for the Committee on Vendor Services
SUBJECT: Annual Report for Committee on Vendor Services for 2007/2008
DATE: July 22,2008

The members of the Vendor Services Committee were:

Wendy Ford, Chairperson
Regina Rochford, Secretary
Edmund, Clingan Regina
Cardacci-Polizzotto Marvin
Gayle Peter Marchitello
William Faulkner

This committee met on the following dates and times:

November 6,2007	9:15 AM
February 27,2008	11:00 AM

Summary of committee work

- * The committee drafted a letter to the Auxiliary Enterprise Board requesting a copy of its report on the five major vendors at the college. We are awaiting a response since this Committee is charged with reviewing the report and sending a summary to the Academic Senate.
- Based on data collected this semester, no vendor service assessments exist for the cafeteria and vending machines.

No new recommendations have been suggested this year.

Former Committee Recommendations/Actions of the Academic Senate /Strategic Plan items/Middle States Items/Steering Committee Charges:

- a. Vending machine contractors should notify the faculty, staff, and students when prices are changed.
- b. Assessments should be developed for (a) the vendors who provide drink/snack machine services and (b) the vendors who provide cafeteria services.

Current Disposition of all items acted on by the Committee, by the College, or by the Academic Senate **Not applicable**

The new Vendor Services Committee members are:

Shannon Kincaid - Social Sciences
Weier Ye - Basic Skills

The new chairperson and secretary will be elected at the first meeting in Fall 2008.