



Quinsigamond Community College  
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ALL COLLEGE COUNCIL  
MEETING OF OCTOBER 21, 2008  
MINUTES

Members: Present

Susan Laprade	*YES	Assistant Vice President (ex officio, non-voting)
Pat Creelman	*YES	Faculty - Healthcare
Robert Yosca	*YES	Faculty - Math & Social Sciences
Lisa Palmer	YES	Faculty - Humanities
Sharron Gillies	YES	Faculty - Business & Technology
Roger Meservey	YES	Faculty - Human Services & Science
Linda Malone	YES	Classified Staff Member
Mary DeBlois	*YES	Non-Unit Professional
Michelle McCrillis	*NO	Unit Professional
Stefanie Morgan	*YES	Student Member

- Welcome & Introductions:** All were welcomed and introductions were made; special welcome extended to Stefanie Morgan, our student member, for her willingness to serve as well as to newly elected members Mary DeBlois, Roger Meservey, and Sharron Gillies.
- Distribution of 2008-09 Manual:** Copies of the 2008-09 Manual were distributed; the document has been distributed to all members of the Governance Committees and to the Faculty Senate; all members of the college community may now either request a copy or access the document through the Governance Intranet Website. Distribution will also take place at the Breakfast Club meeting for new faculty; it was also suggested that the document be made available to new staff members as well.
- Election of Chair of the All College Council:** A discussion was held about the duties of the Chair of the All college Council, a role ably executed for many years by Professor Dadbeh Bigonahy, who is on Sabbatical Leave and therefore not a current member of the Council. The duties include such activities as presiding as Chair of the ACC meetings, meeting with the President in advance of the Forum to set the agenda for All College Forums, etc. Following discussion and motion duly made, Professor Lisa Palmer was elected as Chair of the All College Council for 2008-09.

**4. Discussion of Governance Goals for the Coming Academic Year:** A general discussion was held to determine if there are any topics of campus concern about which it might be appropriate for the All College Council to provide leadership. As an example, and to familiarize the new members to the Council's past activities, a description of the leadership the Council provided to the college's screening process was discussed. All were encouraged to bring forward any ideas they might have about college topics the Council might wish to explore.

In addition, the All College Council was informed of the request made to the President in late Spring to review the Governance Structure for the College. The All College Council, under Function # 7 (page 13 of the Guide to Governance) has the responsibility to initiate and seek constituency approval for amendments to the governance system. All agreed to forward to the President the formal request that the Governance Review be undertaken. A few members of the college community have already volunteered to serve on this Committee. All members of the Council were asked to make recommendations about the composition of the membership of this review committee (# of faculty, unit, non-unit, afscme, administrator, student, members needed), keeping in mind that it might be advantageous to keep this working group small in number, knowing that its recommendations will eventually be forwarded to the All College Council and that no changes will be made to the existing Governance Document without collegewide discussion and voting.

Once the members of the All College Council have responded, ACC Chair Lisa Palmer will craft a memo to the President recommending that the college undertake a review of our Governance Constitution and that the ACC recommends that a Committee be formed to review the Constitution and make recommendations regarding any proposed changes. This memo should also make mention of the groups we feel would be important to be represented on the committee, e.g., students, faculty, afscme, unit and non-unit staff, (adjunct?). This recommendation would then be delivered to the President to be reviewed by the Executive Team, modified if/as necessary.

**5. Update regarding Screening Committee Progress:** The members of the All College Council were informed that 229 members of the college community have already completed the screening committee training process. In response to a question about re-training, it was stated that originally the intent was that all screening committee members attend annual training sessions. This has now been thought to be unwieldy and not the best use of people's time; therefore, an on-line powerpoint will be developed to provide re-training for previously trained screening committee members.

**6. Discussion of Topic(s) to be proposed for the November 4 All College Forum:** As Chair of the Council, Lisa Palmer will meet with the President each month to set the Agenda for the All College Forums.

- a. The Council discussed the idea that this year's Forums include short presentations by the Chairs of the Governance Committees so that all will be informed about what issues the Committees are working on.
- b. The Council discussed the idea that suggested topics for future Forums could be collected at the monthly All College Forums which would enable a schedule to be created (with enough flexibility built into the schedule to allow for the timely presentation of information of collegewide importance). A form will be created (see attached) to collect ideas for the Forums.

**7. Other Business**

- a. Note Taker: Ms. Mary DeBlois volunteered to take the notes at the ACC meetings; offer was gratefully accepted.
- b. Budget: The Council discussed asking the President if it would be possible to set aside a small budget so that light refreshments could be available for the meetings, especially since some of the members have teaching schedules that do not allow a break between daytime class/All College Council/4:00 evening class.
- c. Status Report on Pending Policies: Susan will prepare a status report on all pending policies and distribute it to the Council as soon as it is available.

**8. Adjournment:** 3:30 p.m.

**9. Next Meeting:** Tuesday, November 18, at 2:00

***SUGGESTED SUGGESTION FORM TO SOLICIT IDEAS  
FOR FUTURE ALL COLLEGE FORUMS:***

***IDEAS FOR FUTURE FORUMS***



*The All College Council welcomes your suggestions. To help us plan the most meaningful All College Forums for the college community, please submit your ideas about topics you would like to discuss at a future Forum. Thank you.*

*Please return this form to Lisa Palmer, Chair of the All College Council, in Mailbox # 276A or to Susan Laprade, Mailbox #8 moved per Michelle's suggestion*

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