

**Quinsigamond Community College
Minutes of the Academic Affairs Committee
September 14, 2010**

Members Present: Andria Schwartz, Brenda Marshall, Charlene Mara, Eric Mania, Flo Lucci, Jim Brown, Jane June, Jane Shea, Jean McLean, Jim Rice, John Stazinski, Kathy Rentsch, Ken Wong, Laraine Sommella, Linda LeFave, Martin Muysenberg, Mary Newman, Maureen Woolhouse, Meg Yoder, Nancy Schoenfeld, Nicole Currier, Pat Creelman, Philomena D'Alessandro, Steve Rayshick

Ex Officio: Pat Toney

Members Absent: Bill McCarthy, Jane Gauthier, Leslie Horton (excused), Mark Bates, Tara Fitzgerald-Jenkins

Guests: Colleen Doherty, Donna Kilgore

Election of Chair

Meg Yoder nominated herself for the position of chair of the Academic Affairs Committee. Jim Brown seconded the nomination. Her nomination was unanimously approved. Meg will assume her duties as chair in October 2010.

Policy Review

- a. Pat Toney updated Committee members on the status of policies reviewed during AY 2010.
- b. Policies to be reviewed AY 2011 and the members who will review them:
 - a. Grading; Subcommittee membership includes Jean McLean, Laraine Sommella, Charlene Mara, Maureen Woolhouse, and Jane Gauthier (tentative).
 - b. Core Curriculum & Class Attendance
 - i. The previous core curriculum policy will need to be retired in light of the current work and recommendations of the QCC General Education Committee.
 - ii. Class Attendance; Subcommittee membership includes Andria Schwartz, Linda LeFave, and Brenda Marshall.
 - c. Academic Honesty; Subcommittee membership includes Mary Newman, Flo Lucci, Andria Schwartz, John Stazinski, and Pat Creelman.
 - d. Deans List and Graduation Requirements:
 - i. These policies will be addressed when input is received from other committees currently reviewing each policy.

Finding Policies on the QCC Intranet

- Start here: <http://www.qcc.mass.edu/qcchome/>
- Move to left side of page
- Click on: *Information*, then *College Governance*, then *Policies Menu*
- You will end up here:
<http://www.qcc.mass.edu/PresidentsOffice/QCCGovernance/GovernancePoliciesMenu3.htm>

Meeting adjourned at 2:25 pm.