

Administrative Services Governance Committee
MINUTES
Meeting on April 21, 2009

Members: Present

Todd Emmons	√	Vice President for Administrative Services (ex officio, non-voting)
Jim Brown	√	Non-Unit Professional
Elda Zeko		Unit Professional
Donna Harvey	√	Classified Staff
Liz Hanlan		Classified Staff
Deb Nash		Classified Staff
Ralph Parente		Faculty
Pat Schmohl	√	Faculty
Patricia Solitro	√	Non-Unit Professional
Phil Trimby	√	Student

1. Welcome

Elda Zeko was unable to attend this meeting due to a commitment to Disability Services.

Pat Schmohl announced that he received an invitation to attend the All College Council meeting at 2:30.

2. All College Forum

Pat Schmohl gave the committee an update from All College Forums held on March 3, and April 7, 2009. The focus of the March meeting was a report from the Enrollment Management Council; a follow-up to the History of Enrollment Management power point presentation at the February meeting. (You may access the power point at the following link

<http://www.qcc.mass.edu/PresidentsOffice/QCCGovernance/GovernanceCommittees.htm>).

At the April meeting, President Carberry provided an overview of the Strategic Planning effort and announced that consultant Elaine Smith will be working with the College to refine the College's Strategic Plan. Ms. Smith will attend the Town Hall meeting on Tuesday, May 5th to talk about QCC's Strengths, Weaknesses, Opportunities and Threats (SWOT).

3. Vehicle Use Policy

No further discussion required regarding the Vehicle Use Policy as it has been forwarded to the All College Council for their action.

5. New Business

Pat Schmohl informed the committee that a number of employees in the HLC have raised concerns about the traffic flow in the upper parking lots, suggesting

that traffic flow be restricted to one way lanes. It was noted that this would require a study by a traffic engineer. Todd Emmons stated that traffic flow has been considered in the Loop Road design and once completed the Loop Road will alter the traffic flow.

6. Other

Pat Schmohl reminded all to vote in the upcoming Governance election. Since the meeting scheduled for May 19 is two days before Commencement and there are no pressing issues before this committee, it was decided that meeting will be cancelled.

Next meeting scheduled for October 20, 2009.

Meeting adjourned at: 2:20 p.m.