

**All College Council Meeting  
Tuesday, December 15<sup>th</sup>, 2009  
RM 123A, 2:00 p.m.  
Minutes**

**Members: Present**

Susan Laprade	X	Assistant Vice President (ex officio, non-voting)
Peg McGrath	X	Faculty – Healthcare
Robert Yosca	X	Faculty – Math & Social Sciences
Lisa Palmer	X	Faculty – Humanities
Sharron Gillies	X	Faculty – Business & Technology
Roger Meservey	X	Faculty – Human Services & Science
Linda Malone	ABS	Classified Staff Member
Mary DeBlois	X	Non-Unit Professional
Michelle McCrillis	ABS	Unit Professional
Linda Grochowalski	ABS	Part-Time Faculty/Staff (non-voting)
Allen Chamberland	X	Student Senate Member

**1. Share Point Email Distribution**

Members of the All College Council identified concerns with the new QCC Family Sharepoint Email Distribution change. **Areas of concern included:**

- lack of or limited presentation/ discussion of this new policy change to the campus community
- processing of information slowed
- extraneous information included in the context of college wide distribution
- concerns that faculty/ staff may not want to take the time to read the information in this format
- “gatekeepers” to the system not identified or clarified to the college community
- poor implementation timing, at the end of a semester
- no discussion/ troubleshooting put forth in an All College Forum prior to implementation

**Recommendations made by group members included:**

- provide a college wide discussion forum first prior to implementing
- consider a pilot study group prior to deployment
- training and informational sessions
- initiate this type of program @ the beginning of the semester
- present on “Opening Day” to access all college staff/ faculty
- return to our original family email system until the following recommendations completed

Lisa will put forth a formal proposal /recommendation and forward to IT (Ken Dwyer), and President Carberry.

## **2. College Governance Survey**

Lisa distributed the updated draft of the governance survey. Recommendations to the form included adding the question “Over the past year how many forums have you attended?” Suggestions were to have the faculty complete the survey @ Opening Day as well as the part-time faculty and student meeting forums. In addition offering a raffle or prizes to those who complete the survey to enhance participation was positively received.

## **3. Other Business**

Peg McGrath has agreed to take minutes for the remainder of this academic year. There will be no January 2010 meeting.

## **4. Adjournment**

Adjournment @ 2:55 pm  
Respectfully submitted, Peg McGrath