

Minutes

QCC GOVERNANCE

ENROLLMENT AND STUDENT SERVICES COMMITTEE
April 21, 2009
2:00 p.m.
Monk's Room

Committee: Enrollment and Student Services Committee
Chair: John Solaperto
Note taker: Name: Lori Gourouses Extension: 4232

Attendees:	<input type="checkbox"/> PRESENT:	<input type="checkbox"/> ABSENT:	<input type="checkbox"/>
	<input type="checkbox"/> Steve Sullivan (Ex Officio, Non-Voting)	<input type="checkbox"/> Meagen Mulherin (Ex Officio, Non-Voting)	<input type="checkbox"/>
<input type="checkbox"/> John Solaperto Chair	<input type="checkbox"/> Laurie Behrmann	<input type="checkbox"/>	
<input type="checkbox"/> Lori Gourouses	<input type="checkbox"/> Priscilla Underwood	<input type="checkbox"/>	
<input type="checkbox"/> Jane June	<input type="checkbox"/> Michael Harper	<input type="checkbox"/>	
<input type="checkbox"/> Eileen Potvin	<input type="checkbox"/> Ryan Joslin	<input type="checkbox"/>	
<input type="checkbox"/> Alex Jaramillo	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Steve Tribastone	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Observers:
(others in attendance) N/A

Resource persons:
(presenters, etc.) N/A

Special notes: Next Meeting: May 19, 2009, at 2:00 p.m., in the Monk's Room

ISSUES BOX or Items for Future Agenda: Discussion of the Smoking Policy will be an Agenda Item for the meeting scheduled for Tuesday, May 19, 2009.

Topic 1		[Presenter 1]
Discussion: John Solaperto, Chair, called the meeting to order at 2:06 p.m.		
John Solaperto made a motion to accept the Minutes from the Enrollment and Student Services Committee Meeting held on Tuesday, April 21, 2009. Steven Tribastone seconded the motion.		
Conclusions: The Minutes of the Enrollment and Student Services Committee Meeting held on Tuesday, April 21, 2009, were approved.		
Action items:	Person responsible:	Deadline:
Topic 2		[Presenter 2]
Discussion: Lori Gourouses distributed copies of the booklet, "Student Records and the Family Educational Rights and Privacy Act (FERPA) of 1974," compiled by Kenneth A. Tashjy, General Counsel, Massachusetts Community Colleges.		
Steve Sullivan discussed the ownership of College Policies with Susan Laprade and distributed copies of a Governance Calendar, 2009 – 2010, for the Enrollment and Student Services Committee's Tentative Schedule of Policy Review. All College Policies will be formatted by Susan Laprade, and the Committee will decide whether or not the Policy will be reaffirmed, revised, or retired, and then forwarded to the All College Council and All College Forum for approval. The Student Code of Conduct, issued in April 2008, and published in the Student Handbook, will supersede those Policies published in the Student Handbook and will be so noted.		
Steve Sullivan distributed copies of the Smoking Policy approved by the Quinsigamond Community College Board of Trustees, dated March 29, 2006. John Solaperto made a motion to table the Smoking Policy to the May Meeting. Lori Gourouses seconded the motion.		
Conclusions: Discussion of the Smoking Policy will be an Agenda Item for the meeting scheduled for Tuesday, May 19, 2009.		
Action items: Review Smoking Policy	Person responsible:	Deadline:
	ESS Committee	
Topic 3		[Presenter 3]
Discussion: Steve Sullivan announced that, after discussing with Susan Laprade, a decision was made to identify the Chair of the Enrollment and Student Services Committee in May, in order to work with the Chair during the Summer, and begin the first meeting of the Committee in the month of September.		
Conclusions: The Chair of the Enrollment and Student Services Committee will be elected at the meeting scheduled for May 19, 2009.		
Action items: Election of Chair for 2009 - 2010	Person responsible:	Deadline:
	ESS Committee	
The meeting was adjourned at 3:05 p.m.		