

Minutes

QCC GOVERNANCE

ENROLLMENT AND STUDENT SERVICES COMMITTEE

October 20, 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:

PRESENT:

ABSENT:

Steve Sullivan
(Ex Officio, Non-Voting)

Meagen Mulherin
(Ex Officio, Non-Voting)

John Solaperto
Chair

Lori Gourouses

Jane June

Eileen Potvin

Priscilla Underwood

Laurie Behrmann

Jamas Branchard
Michael Harper
Steve Tribastone

**Observers:
(others in attendance)**

N/A

**Resource persons:
(presenters, etc.)**

N/A

Special notes:

Next Meeting: November 17, 2009, at 2:00 p.m., in the Monk's Room

John Solaperto, Chair, called the meeting to order at 2:00 p.m.

| | |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ISSUES BOX or Items for Future Agenda: | <p>Future Agenda Items will include the following Policies:</p> <ul style="list-style-type: none"> • The Alcohol & Drug Policy for Students • Participation in Extracurricular Activities Policy • Fundraising Policy • Absence of Students due to Religious Beliefs • Student Action Policy • Student Petition Process <ul style="list-style-type: none"> • Active Military Duty – Students • Children on Campus |
|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|----------------------|
| Topic 1 | | [Presenter 1] |
| <p>Discussion: John Solaperto, Chair, will serve as a member of the Governance Review Team, sponsored by the All College Council, and which will oversee QCC's Governance Review Process.</p> <p>The packet of information distributed to members included copies of the following:</p> <ul style="list-style-type: none"> • Chair's Report on the Governance Round Table • Chair's Report on the Governance Review Team • Procedure for Small Boards (From Robert's Rules of Order Newly Revised, by Sarah Corbin Robert, 1981) • Policy Template • Policy and Procedure Research & Writing Tips by Mr. Stephen Page for QCC • Tentative Schedule of Policy Review for 2009 - 2010 | | |
| <p>Conclusions: Policies will be reviewed at Enrollment and Student Services Committee Meetings scheduled for Academic Year 2009 – 2010.</p> | | |
| Action items: Policy Template will be prepared. | Person responsible: | Deadline: |
| | ESS Committee Members | |
| | | |
| Topic 2 | | [Presenter 2] |

Discussion: 1.0 – Purpose: Alcohol & Drug Policy for Students

This Policy provides guidelines for strictly prohibiting the consumption of alcohol by students on all College property, in College vehicles, and at all off-campus College-sponsored events. The existing Alcohol & Drug Policy for Students is no longer our Policy. Please refer to page 7, Student Code of Conduct, Disciplinary Process and Sanctions.

Steve Sullivan reported that changes have been made by Ken Tashjy to the Student Code of Conduct, which are minor and do not change the substance of the document, and that these changes will be reflected next year.

Conclusions: Alcohol & Drug Policy was reviewed through and including Item Number 4.0.

| | | |
|-------------------------------------------------|-----------------------|-----------|
| Action items: Policy Template will be prepared. | Person responsible: | Deadline: |
| | ESS Committee Members | |
| | | |

Topic 3

[Presenter 3]

Discussion: 2.0 – Revision History: Alcohol & Drug Policy for Students

The Alcohol & Drug Policy for Students was last revised in 1998. A Revision will again be made in Academic Year 2009 – 2010.

3.0 – Persons Affected:

All Quinsigamond Community College students and guests of those students.

4.0 – Policy:

Please refer to page 5, Student Code of Conduct, Disciplinary Offenses.

A student shall be subject to the Disciplinary Sanctions outlined in this Policy for acts including, but not limited to:

Item Number 12: Use, possession, or distribution of alcoholic beverages, or public intoxication, except as expressly permitted by law and/or College regulations.

Item Number 13: Use, possession, or distribution of illegal drugs, or other controlled substances.

Conclusions: Alcohol & Drug Policy will be reviewed from Item No. 5.0, through and including Item No. 8.0.

| | | |
|-------------------------------------------------|-----------------------|-----------|
| Action items: Policy Template will be prepared. | Person responsible: | Deadline: |
| | ESS Committee Members | |
| The meeting was adjourned at 3:00 p.m. | | |