

Minutes

QCC GOVERNANCE

ENROLLMENT AND STUDENT SERVICES COMMITTEE

March 8, 2011

2:00 p.m.

Monk's Room

Committee:

Enrollment and Student Services Committee

Chair:

John Solaperto

Notetaker:

Name: Lori Gourouses

Extension: 4232

Attendees:

PRESENT:

Steve Sullivan

(Ex Officio, Non-Voting)

ABSENT:

Jane June

Jonathan Miller

(Ex Officio, Non-Voting)

Jamas Branchaud

John Solaperto

Chair

Nathalia Costa

Lori Gourouses

Eileen Potvin

Priscilla Underwood

Laurie Behrmann

Takenya Carpenter

Kelly Lamond

Observers:

(others in attendance)

Liz Woods, Dean of Students

Resource persons:

(presenters, etc.)

Special notes:

Next Meeting: April 19, 2011, at 2:00 p.m., Monk's Room

**ISSUES BOX or Items
for Future Agenda:**

1. Student Participation in Intercollegiate Athletics Policy
2. Student Action Policy

Topic 1**[Presenter 1]**

Discussion:

John Solaperto, Chair, called the meeting to order at 2:10 p.m., and welcomed Liz Woods, Dean of Students.

Approval of Minutes from Meeting held on February 15, 2011

1. John Solaperto made a motion to accept the Minutes as written.

Conclusions: The Minutes of the Enrollment and Student Services Committee Meeting held on Tuesday, February 15, 2011, were unanimously approved.

Action items:

Person responsible:

Deadline:

Topic 2**[Presenter 2]**Discussion: **Smoking Policy “Sanctions” Recommendations**

- On behalf of the Student Senate, Kelly Lamond expressed appreciation for being included in the process of establishing Smoking Policy Sanctions for students. The Policy was discussed at the last Student Senate Meeting, and the students recommended the following Sanctions:
 1. **First Offense – Written Warning**
 2. **Second Offense – Participation in a Smoking Cessation Course**
 - Community Service**
 - Paying a Fine**
 3. **Third Offense – Refer to the Student Code of Conduct**

Conclusions: Priscilla Underwood made a motion to accept the Smoking Policy “Sanctions” Recommendations presented by Kelly Lamond and the Student Senate. Laurie Behrmann seconded the motion.

Action items:

Person responsible:

Deadline:

**Discussion: Smoking Policy “Responsibilities” Recommendations
Suggestions for Responsibilities (Section 6.0) of the Smoking Policy**

The “Responsibilities” Recommendations were generated from research by a Committee Member and the discussions of the Enrollment and Student Services Committee. The following Responsibilities are drawn from the Smoking Policies of other Massachusetts Community Colleges and conform to guidelines set by the American College Health Association (ACHA):

- 1. Add as additional “Responsibilities” of Marketing – Establish the date the campus will become smoke free and publicize that date widely, and repeatedly, as far in advance as possible.**
- 2. Update all Student Orientation and Recruitment materials to inform students and potential students that Quinsigamond Community College is a “Smoke-Free” campus.**
- 3. Offer support to smokers in the form of Smoking Cessation Counseling and Workshops.**
- 4. Provide an environment that encourages people to explore health-related behaviors.**
- 5. ID a transition period and involve Student Senate appointed “Smoking Cessation Ambassadors” and “Selected Staff” to assist.**
- 6. Advocate for inclusion of tobacco use cessation products, medications and services in Student Health Plans – ACHA Guidelines.**
- 7. Add “Enforcement with a Positive Approach” to bullet one of 6. 0.**
- 8. Quinsigamond Community College will be responsible in providing information regarding prevention and cessation.**

Discussion: Request for Information from Student Senate on Parking

Copies of “Thoughts on a QCC Parking Policy,” dated February 15, 2011, by Linda Grochowalski were distributed to Members of the Enrollment and Student Services Committee. The All College Council was asked to offer information regarding Quinsigamond Community College’s policies for issuing Faculty/Staff parking permits to students with disabilities.

Conclusions: Once the Smoking Policy has been approved, the Marketing Department will be responsible for informing the College Community and establishing a date to enforce the Policy.

Action items:	Person responsible:	Deadline:
The meeting was adjourned at 3:10 p.m.		