

Faculty Senate Meeting

Meeting minutes, January 23, 2014

2:00pm Room 107A

Meeting Agenda:

1. Call to Order
 - a. Meeting was called to order at 2:07pm.
2. New Business Items
 - a. Agenda accepted
 - b. Meeting minutes (11/26/13) unanimously approved.
3. Campus Safety Discussion
 - a. Invited guests: Liz Woods, Dean of Students and Kevin Butler, Asst. Dean of Students from the Office of Student Services and Kevin Ritacco, Chief of Police.
 - b. L. Woods gave a brief overview of the Student Code of Conduct and Disciplinary Process. Those present were given the opportunity to ask questions, which were then answered by K. Butler and/or L. Woods. Handouts, "Ten Steps to Promote Classroom Etiquette" and the "QCC Faculty and Staff 911 Guide," were distributed and the need for clear documentation of all incidents was stressed.
 - c. K. Ritacco described the function of and services provided by the QCC Campus Police to the College Community. He emphasized that no one should feel unsafe on QCC's campus, but that if a situation arises, causing concern for one's personal safety or the safety of others, the Campus Police should be contacted immediately at 508-854-4444.
 - d. Campus Safety will be the topic of the All College Forum on Tuesday, March 4.
4. President George Fitch reported on his meeting with President Carberry and VP Pat Toney to discuss new college retention effort. The college is in the process of forming 3 major teams: Retention, Graduation (certificate and degree completions) and Marketing/Outreach and Entry. College would like to have 2 faculty members on each of these teams and has asked the Faculty Senate's assistance in recommending at least 3 to 4 faculty for each team. After receiving the Faculty Senate's recommendations, the President's Executive Team will form the membership of the teams. Any faculty member interested in being part of one of these teams should contact George Fitch, and he will submit your name.

This initiative will be discussed further at the Academic Affairs meeting on January 30.
5. Save the Date! Faculty and **Professional Staff Conference** to be held **on May 15-16, 2014** at the **Red Jacket Resort** in South Yarmouth, MA. Video of 2013 Faculty and Professional Staff Conference to be shown at next month's meeting!
6. Meeting ended at 2:58pm.

Our next Faculty Senate meeting is scheduled for **Thursday, February 27 at 2:00pm.**