

**QCC Governance Meeting
Committee: Learning Council
Regular Monthly Meeting Minutes
October 14, 2014 at 2:00pm in 107A**

Members Present:

Nancy Schoenfeld (for Pat Toney), Jane June, Linda LeFave, Michelle Savrann, Meredith Weston, Kathy Rentsch, Dadbeh Bigonahy, Carol Murphy, Charu Trivedi, Jim Brown, Valarie Clemente-Crain, Kristy Glover, Brenda Safford, Jen Arner Welsh, Leslie Bolinger Horton, Tetteh Abbeyquaye, Jessica Crowley, Philomena D'Alessandro, Dilip Patel, Maureen Woolhouse, Renee Gould, Lisa Palmer, Arpi Payaslian, Tara Fitzgerald-Jenkins, Daniel de la Torre, Karen Grant, Mary Newman, Byron Thomas, Steve Rayshick, John Stazinski, Susan Mellace, Deborah Coleman

Members Absent: Meg Yoder, Clarence Ates, Laraine Sommella, Kathie Manning, Andrea MacRitchie, Colleen Doherty, Michelle Tufau-Afriyie,

Guest Attendees: Jane Shea

Guest Speakers:

The regular monthly meeting of the Learning Council was called to order by the chair, Philomena D'Alessandro, at 2:00pm on Tuesday, October 14, 2014, in room 107A. Leslie Bolinger Horton, note-taker, was present.

Subcommittee Report

Jane June reported the following recommendations from the subcommittee reviewing the Course/Program Approval Procedure:

1. that the Course/Program Approval Procedure remain the same
2. that resources be provided to faculty prior to the preparation and submission of curriculum documents
3. that the system be automated by developing a web-based application that integrates the deans' database with CX to populate appropriate fields and allow for the ability to search for curriculum changes
4. that the catalog deadline date be reevaluated and that an addendum to the catalog be published

Philomena D'Alessandro thanked the subcommittee for their final report. She suggested adding the catalog deadline information to the Course/Program Approval Procedure and updating the phrase "Academic Divisions" to "Academic Schools." She also invited Learning Council members to send any other amendment suggestions to her by November 11.

Upcoming Meeting

Philomena announced that the next meeting of the Learning Council will be on Tuesday, November 25 at 2:00 in room 109 HLC.

Philomena declared the meeting adjourned at 2:25 p.m.

s/ Leslie Bolinger Horton

Note-taker

Date Approved: 10/16/14

Approved