

QUEENSBOROUGH COMMUNITY COLLEGE
Publications Committee (2006-2007)

Date: February 15, 2007

Site: A503 & M201

Persons in Attendance: Eugene Harris (Chair), Arthur Corradetti, Helene Dunkelblau.

Points Discussed:

- Discussion of the final sections remaining for our update and revision of the Faculty Handbook
- The only section outstanding is on Faculty Responsibilities, and other Faculty Issues from Liza Larios.
- The Governance section by Phil Pecorino has been handed in.
- We distributed the near complete Handbook to the three committee members (Eugene Harris, Helene Dunkelblau, and Patricia Spradley) for final editing. This will be done in several weeks time, handed back to the chairman to consolidate all editing comments.
- At this time the section from Liza Larios will be edited, and inserted into the Handbook.
- We will then have the Handbook printed, and copies sent to all departments and primary administrative offices, as well as to all new faculty.
- We also started editing the new sections for the Guide to the Committee on Publications. Section 4: on Communications with College Committees related to the Standing Committee; Section 7: Procedures; and Section 10: Concerns and Cautions; Section 11: Final Remarks.
- After editing these sections we will give them to Dr. Phil Pecorino to insert into the Guide to the Committee on Publications.

Respectfully Submitted,
Eugene E. Harris