

QUEENSBOROUGH COMMUNITY COLLEGE
Publications Committee (2005-2006)

Date: November 8, 2005

Time: 3:00-4:00 PM

Site: Room M249

Persons in Attendance: Helene Dunkelblau; Laura Freedgood (Liaison); Eugene Harris (Chair); Lisa Mertz (Secretary)

The committee reviewed the minutes from Eugene Harris's meeting of 10/14/05 with Susan Curtis in which it was suggested that the committee follow up on listing and linking college publications on the website. Following this discussion, the committee considered ways to improve the college's website. It was suggested that the pull-down menus move too fast and that many dates are not current; more information about the departments and individual faculty would be useful. The committee discussed whether to survey the students and the faculty regarding their use of the website, and presented various ideas for a student survey.

The question was raised regarding the role of the publications committee. After discussion, it was decided that an important question for this committee, rather than how to improve the website, is which publications have been made available in digital form and are they being accessed by students and faculty?

Besides updating the list of publications that was given to Susan Curtis to post and link on the website, the committee decided to undertake a project to create a brochure listing publications in the college. This brochure listing will also indicate where the publications are available. The website listing could be updated with links to PDF versions of the publications.

The committee concluded with a decision not to survey the students but to undertake the project to catalogue all college publications. The next meeting is scheduled for December 6, 2005, at 3:00PM in room M249.

Respectfully submitted,
Lisa Mertz