

QUEENSBOROUGH COMMUNITY COLLEGE
Publications Committee (2004-2005)

Date: February 1, 2005

Time: 10:00 AM

Site: M325

Persons in Attendance: Marge Reilly (Chair of committee), Eugene Harris (Secretary), Peijun (Jeffrey) Jia

Points Discussed:

- Compiled completed publications surveys we had mailed out across the college to persons in charge of publications.
- We prepared a 2nd mailing to those who had not responded, in order to have our responses complete.
- Marge would ask Susan Curtis how she would like the responses compiled (Excel File, or some other form).

NEXT MEETING: Our next meeting would be arranged after receiving responses from our second mailing.

Respectfully Submitted,
Eugene E. Harris