

COLLEGE COUNCIL MEETING MINUTES

SEPTEMBER 11, 2014

OFFICE OF COLLEGE SERVICES BOARD ROOM

ATTENDANCE

PRESENT

Maryann Anderson
Mary Frances Archey
Joyce Breckenridge
John Dziak
Carl Francolino
Rita Gallegos
Donna Imhoff
Evelyn Kitchens-Stephens
Kelli Maxwell
Gretchen Mullin-Sawicki
Audrey Rosenthal
Vicki Rostis
Barbara Thompson
Marianne Trale
Stephen Wells

ABSENT

Elizabeth Claytor
Charles Martoni

GUESTS

Yvonne Burns
Diane Jacobs
Sumana Misra-Zets
Clyde Pickett
Jason Price

Maryann Anderson, College Council Chair, called the meeting to order at 2:33 p.m.

**AGENDA ITEM I: APPROVAL OF THE MINUTES OF THE AUGUST 28, 2014
MEETING OF COLLEGE COUNCIL**

Vicki Rostis moved to approve the minutes of the August 28, 2014 meeting of College Council. Marianne Trale seconded the motion and the minutes were approved as amended.

AGENDA ITEM II: SUBCOMMITTEE REPORTS

A. ACADEMIC PLANNING

Steve Wells reported that the Subcommittee members are assuming that the hiring process will go forth as usual; therefore, they are working on hiring forms and will be forwarding the forms to the campuses shortly.

There are many program reviews that are scheduled for this academic year. The program review process will be discussed with those disciplines that completed their program review during the last academic year. There will be discussions regarding the outcomes of their recommendations. This will hopefully open up conversations regarding the program review process. For the first meeting, there will be discussions regarding the trades and their program review responses. Other disciplines will follow.

B. ACADEMIC STANDARDS AND STUDENT AFFAIRS

Proposal: Civil Rights Complaint Procedure

Sumana Misera-Zets presented the Civil Rights Complaint proposal which was originally expected to be presented to College Council in May. The presentation of the proposal was delayed so that the College Community would have additional time to review it.

Ms Misera-Zets explained that because we receive federal funds, we must be in compliance with federal and civil rights regulations. The regulations are contained in Title VI which prohibits discrimination on the basis of race; Title VII which prohibits discrimination in employment; Title IX which prohibits discrimination in education on the basis of sex and the Age Discrimination Act which prohibits discrimination on the basis of age.

In 2011 the Office of Civil Rights expanded Title IX regulations dramatically. The College had to look at our policies and procedures regarding Title IX which protect faculty as well as students. We must be in compliance by October.

Anyone making a complaint does not have to initially make the complaint in writing or initiate the complaint procedure. Any College employee hearing a report of sexual discrimination is obligated to report it immediately.

There is ambiguity if Counselors are obligated to report an offense. When students meet with Counselors they have an expectation of confidentiality. If a student does not give a Counselor permission to report an incident, then there is a conflict between the expectation of confidentiality and the College requirement of reporting offenses immediately. There needs to be further clarification with Counselors. Serious needs of students are referred to outside agencies because Counselors do not do intense counseling; however, it is the perception and expectation of confidentiality by students that is the issue.

It was suggested that Ms Misera-Zets set up meetings on all of the campuses to explain this proposal. Donna Imhoff commented that the document was important to read. It

provides dignity and respect, and it is the law. John Dziak mentioned that the AFT attorney reviewed the document and found it to be well thought out and thorough.

The following corrections were made to the proposal:

Page 3, under Definitions, "Protective Class" will be defined.

Page 5, third paragraph, the second and third sentence shall be changed to read "...the Civil Rights compliance officer can prepare a statement of allegations, which is approved by the complainant. A Civil Rights Complaint form is required for written statements."

Page 5, under the three bullet points, each time "misconduct" appears, the word "alleged" shall appear before it.

Page 6, in the section, "Mandatory Employee Reporting Responsibility," remove the following sentence, "The only employee exempt from mandatory reporting are those who have the privilege of confidentiality recognized under applicable law."

Page 10, second line, enter "the" before the word "College."

Page 10, Withholding Diploma, enter "The" before the word "College."

Page 10, under "Organizational Sanctions," change "University" to "College."

Page 10, under "Other Actions," insert "the" before the word "College."

Page 10, renumber item "7" to number "6."

Page 10, renumber item "8" to number "7."

Page 12, under "Notification of Changes," second bullet point, insert a period at the end.

Page 12, under "Notification of Changes," third bullet point, correct the spelling of "advisor" three times. Also add a period at the end of the first and second sentences.

Page 13, add a period at the end of the sentence that starts, "A Respondent's prior conduct..."

Page 14, under "Appeals Process," add a period at the end of the final bullet point.

Page 14, the last sentence, change "if" to "is."

Steve Wells moved to accept the amended proposal. Gretchen Mullin-Sawicki seconded the motion and the motion passed unanimously as amended.

Evelyn Kitchens-Stephens mentioned that there will be proposals on late registration and changes to the drop and add policy.

C. ASSESSMENT AND RESEARCH

Carl Francolino reported that the Subcommittee met last week. There was an update on IT at the College by Ibrahim Garbioglu and what happened this summer with IT.

D. CURRICULUM

Rita Gallegos reported that there will be three proposals on cybersecurity by Ping Wang which will be presented.

AGENDA ITEM III: UNFINISHED BUSINESS

There was no unfinished business.

AGENDA ITEM IV: NEW BUSINESS

College Council Photograph

The College Council photograph for the College Council website was taken.

There being no further business, the meeting ended at 4:08 PM.

Respectfully submitted,
Barbara Thompson
College Council Secretary