

December 1, 2016, 3:00 p.m.
Academic Center, Room 303, KTD

Present: David Wain Coon, Becky Brown, Patricia Seery, Monica Rudolph, Amy Diaz,
Darlene Baten, Eric Sitzenstatter; Christina Leimer, Greg Nelson, Jonathan Eldridge,
Kathy Joyner

Absent: Paul Wilson, Jessica Sanchez, Keli Gaffney, Meg Pasquel, Lindsey Bacigalupi

Guests: Elle Dimopolous, Kristina Combs

1. **Agenda** – Dr. Coon added BP 5040 Student Records and Directory Information to the agenda. The agenda was approved by consensus.
2. **Minutes** - The minutes of the November 10, 2016 meeting were approved by consensus.
3. **President's Report**
Diversity and Inclusion Committee Update – Dr. Coon asked if there had been any input related to this proposed committee. There was general support, but not much discussion due to the short time between meetings. Dr. Coon hopes to have a decision in place by the first of the year.

EEO Model Plan – Kristina Combs updated council members on revisions made to the EEO plan. The plan has been revised to align with the measures identified as a result of a statewide review. Changes include the addition of a table of contents, more robust data that is tied to demographics, and inclusion of defined training for staff and the advisory board. Related administrative procedures will also need to be revised to align with these State requirements. Kristina asked that people contact her with any questions that may have about the plan.
4. **Board Policies and Procedures –**

The following BP/APs were approved to move forward:

BP 3900 Speech: Time, Place and Manner

BP 7400 Travel

The Academic Senate is still reviewing the modifications to AP 3900 Speech: Time, Place and Manner.

Dr. Coon asked senates to review proposed revisions to BP 5040 Student Records and Directory Information which are in direct response to concerns raised by our undocumented students that their anonymity be protected. These changes will be

presented to the Board for a first reading on December 6 and for a second read and approval in January. In response to questions from Trustees and CEOs on this issue, CCLC legal counsel has determined that removal of address and place of birth is allowable and that directory information is under local control of the District. To protect the interests of our students, these changes are recommended. There was discussion about potentially removing other information such as phone number, sanctuary colleges, releasing information to the military, and financial aid requirements. Dr. Coon noted that there will be more conversations on this topic.

5. **Board of Trustees Meeting** – Superintendent/President Coon reviewed the December 6, 2016 Board agenda noting that Trustees have been asked to review sections of the ISER and will then provide individual reports at the meeting. The Program Manager/Construction Manager process will be reviewed with Trustees and started again at the beginning of the year. As part of the organizational meeting Trustees will rotate officer positions, adopt the meeting schedule and determine who will sit on the Board standing committees. The College's financial audit for 2015/16 will also be presented.

6. **Constituent Reports**

Academic Senate – Becky Brown reported that the Senate discussed the inclusion and equity committee with unanimous support. There was a recommendation to include homeless students into the plan. The Senate also discussed the process for developing the academic calendar and how faculty and students can provide input into that process. They are working with Cari and Jon about how to deal with early class cancellations.

Classified Senate – Monica stated that the Classified Senate was also supportive of the new committee, but asked how members will be recruited to serve. They requested some guidance on how the committee would fit into the process.

Elle commented that Sadika had taken the lead in getting a food pantry set up in the Health Center. There will be a soft opening on December 7 and a fresh food pop-up on December 14. A disclosure form has been developed and vetted through Greg's office to address potential liability related to food allergies etc. Staff are encouraged to bring food for our students in need. A list of needed items will be circulated and there will be donation bins available at Convocation. Elle also reported that she and Paul are discussing ideas to support the Classified Senate with Dr. Coon.

ESCOM – Eric reported that ESCOM is holding a Winter Solstice Celebration.

ASCOM - Amy Diaz thanked Dr. Coon and Vice Presidents Eldridge and Nelson for their support of the peaceful protest on November 14, noting this was a good outlet for students who are feeling uncomfortable right now. An Escalation workshop was held on November 15 to inform students about healthy relationships. Students for Social

Justice received coverage in the Marin IJ regarding their recent protest. The Harvest Day lunch at IVC was well attended with food provided by Fresh and Natural. There was a workshop on anxiety and depression by Dr. Brian King which was attended by about 20 – 30 students. Another session will be held next year. Finals Give Away provided coffee, bagels, pencils and Scantrons for students as they ended the semester. Looking forward to the break.

7. Meeting Wrap-Up Items for follow-up or next agenda:

Next Meeting:

Food Pantry Update

AP 3900 Speech: Time, Place and Manner

BP 5040 Student Records and Directory Information

Training Topics (EEO, Others)

Summer Work Plan (March)

8. Next Meeting – The next will be scheduled after the Board adopts its meeting calendar.
9. Adjourn Meeting – Meeting was adjourned.

Approved: 2/16/2017