

Minutes of the College Council Meeting  
September 22, 2016

## Minutes of the College Council Meeting

Thursday, September 22, 2016

12:30pm/C-325

### **College Personnel in Attendance:**

Dr. Yun Kim  
Dr. Tobyn De Marco  
Dr. Alan Kaufman  
Professor Joan Cohen  
Ms. Kim Ritchie  
Ms. Jaymee Griffin  
Ms. Catherine Krostek  
Mr. David Delizio  
Ms. Angelica Flores  
Ms. Rachel Lerner Colucci

### **AGENDA**

#### **The agenda was presented:**

1. Call to Order
2. Review and Approval of Minutes from July 28, 2016 meeting
3. College Council Constitution
4. Dear Colleague Letter of December 31, 2015
5. College Council Web Site
6. Reports:
  - a. Faculty Senate
  - b. Student Government
  - c. Staff Senate
7. New Business
8. Next Meeting Date: Thursday, October 27, 2016
9. Adjournment

#### **Proceedings:**

Two handouts were given to each attendee before the start of the meeting: a copy of the current College Council Constitution and a copy of the Dear Colleague Letter; drafted by Dr. De Marco.

Meeting called to order at 12:34pm by Dr. Yun Kim.

1. Dr. Yun Kim welcomed everyone. Introduced herself and mentioned she would be co-chairing the College Council along with Dr. Tobyn De Marco. Each member then introduced themselves.

2. A brief discussion to clarify the number of members from the Faculty Senate, the Staff Senate and the Student Government Association (SGA) was concluded...five members from each of the three governing bodies will serve on the College Council. Any changes to the list of members must be sent to the co-chairs for update.
3. The following concern was brought up by Catherine Krostek: regarding her understanding that at the previous College Council meeting she had been given the additional duty of updating the College Council webpages. This assignment needs further discussion.
4. Dr. Alan Kaufman brought up a past topic regarding students parking in the West Hall parking lot. This lot is reserved for faculty and staff. Although there are two signs posted that state “No Student Parking,” students ignore the signs and continue to park in the West Hall lot without repercussions. The College Council passed a motion last year to explore this issue. At that time, Dr. Tobyn De Marco reached out to William Corcoran, the Vice President of Facilities, Planning, Operations and Public Safety, regarding this matter. Due to the high-cost and lack of manpower no solution was agreed upon. Dr. Tobyn De Marco asked the members to forward him specific suggestions to help remedy this ongoing problem. Dr. Kim and Dr. De Marco will revisit this issue. Jaymee Griffin suggested the signage in the West Hall lot be upgraded and made more visible. David Delizio suggested mentioning the parking lot situation at new student orientations.
5. Minutes from the College Council meeting of July 28, 2016 were approved by Jaymee Griffin and second by Alan Kaufman.
6. Dr. Tobyn De Marco mentioned the handout of the current College Council Constitution and the urgency of the College Council to review and revise the constitution. The members were asked to read and review the current copy and to send Dr. De Marco suggestions for changes and updates. Dr. De Marco proceeded to read aloud the Preamble, Article I, Sections 1 and 2, Article II, Sections 1, 2, 3 and 4. Suggestions and changes were noted after each section was read. The motion to eliminate standing sub-committees was passed, giving the College Council the ability to create ad hoc committees as needed. A review of the remaining parts of the College Council Constitution will continue at the next meeting.
7. Dr. Tobyn De Marco briefly mentioned the second handout – the Dear Colleague Letter. Dr. De Marco asked the members to read and review the letter, and send him suggestions for changes and updates. (A copy of the letter is attached to this document.)
8. The remaining agenda items will be carried over to the next College Council meeting.
9. Meeting adjourned at 1:38pm.

Minutes respectfully submitted by Ruth Ann Heck