

Minutes of the College Council Meeting

Thursday, April 28, 2016

12:30 P.M. Room – A-318

ATTENDEES

College Personnel in Attendance:

Mr. Jim Miller
Mr. Victor Anaya
Dr. Tobyn De Marco
Dr. Alan Kaufman
Ms. Joan Cohen
Dr. Dawn Kozlowski
Mr. Michael DiBartolomeo
Ms. Kim Ritchie
Ms. Catherine Krostek
Ms. Laura Zottarelli
Ms. Michelle Correa

AGENDA

The Agenda was introduced by Mr. Victor Anaya:

1. Call to Order
2. Review and Approval of Minutes
3. Dear Colleague Letter
4. Review of IT Master Plan
5. Discuss Charge/Mission
6. Discuss Bylaws
7. Reports from Faculty Senate, Student Government, Staff Senate, Subcommittees
8. New Business
9. Adjournment

Proceedings:

Meeting called to order at 12:41 pm by Mr. Victor Anaya.

1. Attendance was called by Mr. Victor Anaya.
2. Meeting Minutes were approved with the following addition: New officers to the Faculty Senate and Staff Senate should join the College Council. Former officers can remain on the College Council if they choose to.
3. Dear Colleague Letter

- a. The committee did not meet.
4. IT Master Plan
 - a. The committee drafted suggested revisions for IT to make. They will be presented to Stephen Valkenburg and then the President.
 - b. From this point forward, the College Council will review when a revised change is submitted.
 5. Charge of College Council
 - a. The charge, Mission and Constitution of the College Council was discussed.
 - b. A suggestion was made to use the Faculty Senate's Constitution as a template for the College Council Constitution.
 - c. Dr. Tobyn DeMarco is the chair of the Constitution Committee and will meet after the Spring semester ends to begin working on this.
 6. Faculty Senate Update
 - a. The Faculty Senate met with Aisha Hill from Financial Aid. They talked about the audit and questions were brought up about why people pay the full tuition amount to audit classes. A lot of time was spent discussion Financial Aid issues.
 - b. Approved curriculum.
 - c. The Faculty Senate luncheon and election of officers will take place on May 17.
 7. Student Government Association (SGA) Update
 - a. The SGA voted and passed three proposals. The Ad Hoc committee created a proposal to purchase 3 TVs for the clubs to use and be maintained by student life and IT/Media. All clubs will be able to use for the promotion of their clubs. This will reduce the use of printed flyers.
 - b. The environmental committee asked to have a questionnaire pop up on the portal regarding recycling cans.
 - c. Received Pay 2 Print statistics from Dr. Kim and now understand Pay 2 Print usage.
 - d. Diversity Day was a success.
 - e. Elections will be held next week. Encourage your students to vote. The results will be given on Friday and the SGA will have a completely new board.
 - f. The SGA talked with The Torch about how they are involved with the College Council.
 8. Staff Senate Update
 - a. Elections are coming up in May.
 - b. The Staff Senate annual picnic will be held July 21.
 9. Committee Updates
 - a. Constitution & Bylaws – Will convene in May.
 - b. Policies – Have not met.
 - c. Communications – A decision was made to update the results from the Communications Task Force. They will focus on the student communication part and the web portal that was created for Stars in Facebook. The committee will get together

with the students to talk about what was developed. The communication is lacking because students do not read their email. How can we communicate better?

- d. Strategic Planning – Looked at the Strategic plan and 5 year plan and tried to find the College Council in it. Let's try to have a member of the College Council be in each working group of the strategic plan, so we can be involved and updated on it. It would be best if there is a representative from each governing body in each of the work groups. Will determine who will be best.
- e. Budget – Did not meet.
- f. Social/Cultural – Did not meet.

10. Old Business

- a. Last month we talked about West Hall parking and there is no improvement. Cars without parking passes are taking up the staff/faculty parking spots.

11. New Business

- a. Confirmed meeting dates.
- b. Wished the current SGA chairs and Mr. Michael DiBartolomeo the best of luck in their future endeavors. Today is their last meeting.
- c. The issue of the ineligibility of a student to run for the position of “Alumni Representative” was discussed. Michael DiBartolomeo will send the council members a copy of the Board of Trustees document dealing with this issue.

12. The next meeting is scheduled for July 28, 2016 in A-318.

Meeting Adjourned at 1:13 p.m.

Minutes submitted by College Council Secretary, Kim Ritchie