

# POLICY ADVISORY COUNCIL

## Meeting Minutes

December 7, 2023 – 3:30 p.m.  
Meeting via Webex

Present: Suzanne Wetzel (Interim Chair), Denise Avrutik, Kate Brunetto, Gemma Figaro, Ellianne Gallardo, Nishika Gupta, Lawrence Joel, Tracy Miceli, Jackie Ottey, Jaime Pardo, Catherine Park, John Scardina

Excused: Laura Manis, Katherine McGivern, Nat Saviet

Absent: Jeffry Hering, Marie Jardine, Gary Porter

Guest: A.J. Trump

The meeting was called to order at 3:34 p.m. A quorum was present.

1. New Member Introductions  
SGA Officer Catherine Park introduced herself to the Council. She serves as the SGA Chief Justice.
2. Approval of the Minutes – October 19, 2023  
The Council was informed of one correction to the October 19 minutes – moving Marie Jardine from “Absent” to “Excused” in the attendance listing. *The Council unanimously approved the minutes as corrected.*
3. Policy Review
  - a. Gender Inclusive Restrooms – The Council reviewed the final draft of the Gender Inclusive Restrooms Policy. Suggestions made at the last PAC meeting have been incorporated and the proposed policy was reviewed at the November 14, 2023, All College Forum meeting.

While the intent of the policy is to speak specifically to restrooms, J. Scardina pointed out that language still exists in the proposed policy that references showers, locker-rooms and changing rooms - IV. (4), (6), and (10). It was recommended that this language be removed. The Council also suggested that the use of “facilities” in both the definitions and policy language should be removed. Other suggestions included some grammatical corrections, adding links to the “Related Information” section and correcting the link on the website reference. Dr. Trump will make the suggested changes.

While K. McGivern was unable to attend the meeting, she submitted comments to the Interim Chair indicating that she had reviewed the policy and supports moving it forward.

*The Council unanimously recommended that the Gender Inclusive Restrooms Policy inclusive of the suggested and accepted changes be forwarded to the President.*

#### 4. Policy Updates

- a. Fit for Duty – The proposed Fit for Duty Policy was pulled from the agenda per the request of the originator. L. Joel suggested that the proposed policy be discussed with union representatives before moving forward to the Council. D. Avrutik stated that the proposed policy as written may be in violation of HIPAA and should be reviewed to ensure that the policy is compliant with HIPAA and federal and state laws. E. Gallardo explained that the proposed policy had been reviewed by legal counsel and suggested that she and Denise meet to review her concerns and suggestions.
- b. Hybrid Work Policy – The proposed Hybrid Work Policy has been returned to the originator for further review.
- c. Financial Disclosure Statement  
S. Wetzel and E. Gallardo will be meeting in January to work on editing the policy that was presented in October.

#### 5. Open

C. Park asked how the timeline will work for the Gender Inclusive Restrooms Policy now that it has been reviewed and approved by the Council. S. Wetzel explained that the originator will make the approved edits to the policy and the Council's recommendation for Board consideration will be sent to the President. The next steps in the process include the President's review, Board Committee review, and if approved, a recommendation to the Board for approval.

#### 6. Next Meeting

The next meeting of the Council will be in scheduled in late January.

The meeting adjourned at 3:51 p.m.

Respectfully submitted,

Suzanne Wetzel (Interim Chair)