

POLICY ADVISORY COUNCIL
Meeting Minutes

March 7, 2024 – 2:00 p.m.
Meeting via Webex

Present: Suzanne Wetzel (Interim Chair), Denise Avrutik, Kate Brunetto, Gemma Figaro, Ellianne Gallardo (left meeting at 3:00 p.m.), Nishika Gupta, Lawrence Joel, Katherine McGivern, Tracy Miceli, Jaime Pardo (joined at 2:40 p.m.), Catherine Park, John Scardina

Excused: Marie Jardine

Absent: Laura Manis, Jeffry Hering, Jackie Ottey, Nat Saviet

The meeting was called to order at 2:00 p.m. A quorum was present.

1. New Member Introductions

There were no new members present at the meeting to introduce.

2. Approval of the Minutes - December 7, 2023

The Council unanimously approved the minutes as written.

3. Policy Review

- a. Financial Disclosure Statement – The Council reviewed the final draft of the Financial Disclosure Statement Policy. It was explained that the draft has been reviewed by legal counsel and that is required by New Jersey law that individuals holding an identified position file a Financial Disclosure Statement Form with the Local Finance Board.

Attached to these minutes is a marked-up version of the draft including the suggestions and recommendations of the PAC.

The Council unanimously recommended that the Financial Disclosure Statement Policy inclusive of the suggested changes be returned to the originator for their consideration.

- b. Weapons on Campus – The Council reviewed the draft of the Weapons on Campus Policy. Attached to these minutes is a marked-up version of the draft including the suggestions and recommendation of the PAC.

The Council unanimously recommended that the Weapons on Camps Policy inclusive of the suggested changes be returned to the originator for their consideration.

- c. Code of Ethics for the Board of Trustees – The Council reviewed the draft of the Code of Ethics for the Board of Trustees Policy. Attached to these minutes is a marked-up version of the draft including the suggestions and recommendation of the PAC.

The Council unanimously recommended that the Code of Ethics for the Board of Trustees Policy inclusive of the suggested changes be returned to the originator for their consideration.

4. Policy Updates

S. Wetzel reported that the following policies have been updated on the College website:

- a. Involuntary Leave of Absence (STU 010-001.2015)
- b. Formal Student Complaints (STU 009-002.2023)
- c. Board of Trustees Bylaws

5. Committee Member Resignation - Gary Porter

The Council was informed of the resignation of Gary Porter from the PAC. S. Wetzel will contact the Division of Mathematics, Science, and Technology to request a recommendation to replace Dr. Porter on the PAC.

6. Open – K. Brunetto asked about the process to review and update the Admissions Policy. S. Wetzel will send her a copy of the current policy and information on the review process.

7. Next Meeting

The next meeting of the Policy Advisory Council will be scheduled in April.

The meeting adjourned at 3:14 p.m.

Respectfully submitted,

Suzanne Wetzel (Interim Chair)