

**COLLEGE-WIDE COUNCIL
MEETING SUMMARY**

Date, Time, Place:	Friday, November 4, 2022, 9:00 a.m. to 10:00 a.m., ZOOM Conference					
Attendance:	√	Seth Bacon	√	Elizabeth Settle	√	George Bedell*
√ Attended		Laura Dyson	√	Hannah Cooksey-Tate	√	Jesse Gonzalez
Conveners		Dr. Stephanie McCaslin	√	Dr. Larisa Pfeiffer	√	Daphne Powell
		Dr. Rodney Redmond*	√	Donna Sperry	√	Kelly Winters
Item/Topic	Discussion/Reports					Assignments/Actions
Approval of October 7, 2022 Minutes	The minutes for the College-Wide Council meeting held on October 7, 2022, were reviewed and approved.					The approved minutes will be posted to the College-Wide Council 2022-23 TEAMS site by the close of business.
Old Business: Faculty Campus Presence Policy George Bedell	<p>Proposed changes to the Faculty Campus Presence Policy discussed at the last meeting were presented to the Faculty Senate Executive Board (SEB). Two additional changes were proposed:</p> <ul style="list-style-type: none"> • “Request of intent” (first bullet in the updated policy) should align with the process in the Faculty Handbook. • Exceptions (third bullet in the updated policy) should be first handled within the department by the chair, then sent to the dean and provost for approval. <p>Seth Bacon motioned that the Faculty Campus Presence Policy with the additional changes listed above should be sent to Dr. Murphy for approval.</p>					

	<p>Hannah Cooksey-Tate seconded.</p> <p>IN FAVOR (AYE) – 6 AGAINST (NAY) – 0 ABSTAIN – 0</p> <p>The motion passed.</p>	<p>The Faculty Campus Presence Policy will be sent to Dr. Murphy for approval, then sent to the college community via email for a 30-day comment period.</p>
<p>Old Business: Policy Status</p> <p>Dr. Larisa Pfeiffer</p>	<p>The policy schedule is posted on the college’s public website:</p> <p>https://www.csmd.edu/about/governance/index.html</p> <p>Direct link to this year’s policy schedule:</p> <p>https://www.csmd.edu/about/governance/csm-governance-council-charges-and-policy-reviews-ay23.pdf</p> <p>There are two options for reviewing policies:</p> <ul style="list-style-type: none"> • Option 1: One of the four councils taking the lead on reviewing the policy. • Option 2: All councils review the policy from their point of view. <p>In each case, the policy would be discussed by the college-wide council members before moving forward.</p>	

	<p>The members decided that Option 2 was best to start with and see what happens. All four councils will review HR4045 (Employee Alcohol and Drug Testing Program).</p>	<p>Larisa will send the policy out to all councils for review.</p>
<p>New Business: Equity and Inclusion Council – New Membership</p> <p>Daphne Powell and Elizabeth Settle</p>	<p>The Equity and Inclusion Council needs two more members and has two candidates in mind:</p> <ul style="list-style-type: none"> • Melissa Fleming (DLF Staff and Adjunct) • Lisa Lynk Smith (Department Chair, HHS) <p>No objections were raised.</p>	<p>Larisa would discuss this with Dr. Murphy at their next meeting and update the council.</p>
<p>New Business: College-Wide Forum Agenda</p> <p>Dr. Larisa Pfeiffer</p>	<p>For November 18, 2022:</p> <ul style="list-style-type: none"> • Talent Development Council updates • Middle States self-study update • Employee Assistance Program <p>The Data Summit and the incoming president, Dr. Yolanda Wilson were also suggested as possible topics.</p> <p>There have also been requests from members of the college community that the agenda for the forums be sent out ahead of time. Larisa discussed this with Dr. Murphy who thought it best not to post the agendas ahead of time since it often leads to low turnout.</p>	

<p>Council Updates</p>	<p>Talent Development – Jesse Gonzalez Two workgroups have been formed to work on their charges for this year.</p> <p>Beverly Russell had to step down from the council due to other commitments, so they need someone from the Student Equity and Success (SES) department. They also want to fill an additional vacancy with someone from Human Resources (HR). However, since HR is currently understaffed, they need some time to organize their department workload before assigning someone to the council.</p> <p>College Planning – Seth Bacon Their membership is almost complete. They would like to include a student member, as well as someone from HR.</p> <p>The current Budget Enhancement Request process requires a quick turnaround for reviews and recommendations. They would like more time for follow-up and collaboration with the College Technology Council. George asked the council to come up with some recommendations, as specific as possible, then bring those back to the council for discussion and further recommendations to Dr. Murphy.</p> <p>Equity & Inclusion – Daphne Powell Daphne Powell and Beth Settle have been elected as co-chairs of this council. The two remaining membership openings are in the process of being filled (see “New Business” above). They would also like to recruit a student member, perhaps from the Men of Excellence program.</p>	
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	<p>Instruction & Student Affairs – Kelly Winters They recommend adding the Employee Assistance Program to the agenda for the next College-Wide Forum.</p>	
Other Business	<p>How to Address Constituent Concerns Jesse Gonzalez asked how constituent concerns should be addressed when they are brought to the attention of a council. A process is provided in the CSM Governance Handbook (link below) but lacks detail.</p> <p>https://www.csmd.edu/about/governance/csm-governance-handbook-3.23.20221.pdf</p> <p>George suggested clarifying the process should be discussed at a future CWC meeting.</p>	
Adjournment	10:13 a.m.	
NEXT MEETING:	<p>College-Wide Council Co-Chairs Friday, December 2, 2022 9:00 a.m. to 10:00 a.m. ZOOM Conference</p>	