

**COLLEGE-WIDE COUNCIL
MEETING SUMMARY**

Date, Time, Place:	Friday, October 6, 2023, 9:00 a.m. to 10:00 a.m., ZOOM Conference					
Attendance:	√	Seth Bacon	√	George Bedell*	√	Laura Dyson
√ Attended	√	Hannah Cooksey-Tate	√	Jesse Gonzalez	√	Dr. Stephanie McCaslin
Conveners	√	Craig Patenaude	√	Daphne Powell	√	Elizabeth Settle
	√	Donna Sperry		Kelly Winters		
Item/Topic	Discussion/Reports					Assignments/Actions
Approval of September 8, 2023, Minutes	The minutes for the College-Wide Council meeting held on September 8, 2023, were reviewed and approved by the council members in attendance.					The approved minutes will be posted to the College-Wide Council 2023-24 TEAMS site by the close of business today.
Approval of Agenda	The agenda for today’s meeting was reviewed and approved by the council members in attendance.					
New Business: Council Updates on Paid Parental Leave and Community Service Leave	<p>Equity & Inclusion Council – Daphne Powell and Beth Settle The council members reviewed and discussed the Community Service Leave policy. Hannah Cooksey-Tate was also in attendance when the council met on September 21st. Below are their suggestions and comments:</p> <ul style="list-style-type: none"> Familial relationships be clarified. For example, instead of “parents”, it should be “parents/guardians”. Also “child” is used, but there may be an adult child with developmental disabilities, as well as aged parents. 					This discussion will be continued at the November CWC meeting.

	<ul style="list-style-type: none"> • Since most other benefits at the college begin immediately when the employee is hired, this policy should follow suit and not have them wait a year. • Eligibility should be clearer so someone can easily determine if they are eligible. • The approval of the leave process should start with an HR representative before the employee’s supervisor so that eligibility is clear (especially with leave that involves religious/political service). <p>Talent Development – Laura Dyson and Jesse Gonzalez The council members did a preliminary review and discussion of both policies. Their suggestions and comments will be presented at the next CWC meeting.</p> <p>Note: Councils should think about how they want the CWC to weigh in on policy suggestions and recommendations. If it’s just an overview of ideas, then that does not need to be in writing. If it’s wording, the council co-chairs should send that out to the CWC members ahead of time (preferably a week).</p>	
New Business: Updates and Discussion of Governance Website	Link to the College-Wide Council website: https://www.csmd.edu/about/governance/college-wide-council/index.html	Craig, George, Sarah, and Donna will meet to discuss the initial update and timeline.

	<p>Note that this site is open to the public, not just CSM’s intranet site.</p> <p>Sarah Merranko (past Faculty Senate president and co-convener of the CWC) will do the initial update, then Donna Sperry will take over from there.</p> <p>It was suggested that the agenda and minutes be organized similarly to the CSM Board of Trustees' website...</p> <p>https://www.csmd.edu/about/leadership/board-of-trustees.html</p> <p>...with by-year tabs at the top and dated so the desired agenda and minutes can be easily found by the user.</p>	
<p>New Business: Council Memberships – Contingencies to Fill Vacancies</p> <p>George Bedell and Craig Patenaude</p>	<p>George and Craig led the discussion on whether elections of current council vacancies (members and co-chairs) should be held (1) soon before changes are in place or (2) later once the feedback is collected and the council changes are complete. The current by-laws state that elections should have already happened. However, the downside is that it may limit changes if the vacancies are filled.</p> <p>Jesse and Laura (from the Talent Development Council) stated they have quite a few vacancies which makes it difficult to have discussions and get to quorum. Currently, they have four members out of what should be eight, excluding the chairs.</p>	

	<p>Dr. McCaslin (from the Instructional & Student Affairs Council) asked the chairs of all the committees that report to ISAC (i.e., Curriculum and Instruction Committee, Academic Standards and Procedures, etc.) to be members of ISAC. Also, they would like us to hold general elections in January so that vacancies can be properly filled and the members and the chairs who have served several years past their initial term can rotate off.</p>	
<p>Old Business: Updates Regarding Survey from Task Force</p>	<p>George reviewed a draft of the governance survey in SurveyMonkey. The survey was approved unanimously by the members in attendance.</p> <p>Dr. Wilson suggested that the CWC should survey the college community later in the year (maybe late fall or winter).</p>	
<p>Adjournment</p>	<p>10:14 a.m.</p>	
<p>NEXT MEETING:</p>	<p>College-Wide Council Friday, November 3, 2023 9:00 a.m. to 10:00 a.m. ZOOM Conference</p>	