

GOVERNANCE STEERING COMMITTEE
TUESDAY, OCTOBER 9, 2018
MONKS ROOM at 3:00 P.M.
Meeting Summary

<u>PRESENT</u>	<u>GOVERNANCE STEERING COMMITTEE</u>	<u>REPRESENTING</u>
X	Selina Boria	Executive Assistant to the President (<i>ex officio, non-voting</i>)
	Selina Boria	Forum Moderator (<i>ex officio, non-voting</i>)
X	Margaret Wong	Parliamentarian
	Greg Mullaney	Learning Council Representative (Chair)
		Learning Council Representative
		<i>Learning Council Alternate</i>
X	Juliana Esposito	Operations Council Representative (Chair)
		Operations Council Representative
		<i>Operations Council Alternate</i>
X	Byron Thomas	Diversity Council Representative (Chair)
X	Terri Rodriguez	Diversity Council Representative
		<i>Diversity Council Alternate</i>
	Kristen Proctor	Student Services Council Representative (Chair)
	Laurie Behrmann	Student Services Council Representative
X	Kirsten Patey	<i>Student Services Council Alternate</i>
X	Judy Colson	Faculty Senate Representative (President)
X	Tiger Swan	Faculty Senate Representative
		<i>Faculty Senate Alternate</i>
	Stephanie Teixeira	Student Senate Representative (President)
X	Jorgo Gushi	Student Senate Representative

Agenda Items:

1. **Introductions** – members present introduced themselves and the Council they represent. New student representative Jorgo Gushi shared he has recently come to Worcester from Albania and is studying Engineering.
2. *Upon a motion duly made, the minutes of the GSC meeting of April 10, 2018 were approved.*
3. **Updates from the Chairs**
 - a. **Learning Council** – no representative present
 - b. **Diversity Council** – Byron updated the group on recent meeting. They are looking at the objective and mission of the council. Set goals such as looking at recruitment and retention of faculty of color, gender inclusive bathrooms, and establish objectives for the year.
 - c. **Operations Council:** Juliana Esposito discussed that the **Vehicle Use Policy** was completed and put into new template with some changes. Ready for review by the GSC at the next meeting and will go to the Forum for a college-wide vote. The committee also discussed the possible creation of a **Recycling Policy** on

campus. Currently one does not exist for the campus and Selina will see if a system-wide policy exists (follow-up: no system-wide policy, but state regulations and laws can be found at <https://www.mass.gov/service-details/waste-recycling-laws-rules>)

- d. **Student Services Council:** The Council is working on the **Student Drug & Alcohol Policy** and there was conversation around vaping in the Policy, which is not currently mentioned. Our current policy was updated in 2013, but did not include any e-cigs. Margaret Wong did some research into the other community college policies and 12 of the 15 colleges do ban electronic cigarettes. She also shared a 2013 memo from Legal Counsel, Ken Tashjy noting it is the discretion of each campus to regulate the use of Electronic Cigarettes. All agree it is time to look at the policy and add electronic cigarettes. Also suggested to look at smoking in personal vehicles on campus. The review of the smoking policy was assigned to the Operations Council.
- e. **Faculty Senate** – Judy noted the Senate has a new Executive Committee and have met once so far. She noted they will be looking at advising policies and goals, and establish if they still fit the mission of the college.
- f. **Student Senate** – Jorgo shared they have a full senate with 6 executive committee members and 8 members. Stephanie Teixeira is the new Student Senate President. They will be voting on the VP, Secretary, Parliamentarian and Public Relations positions. Council representatives will be assigned soon.

4. Old Business:

- a. **Policy on Student Expression** – Current and updated version is on the website. (system-wide)
- b. **Student Alcohol and Drug Policy (SSC)** – This policy continues to be under review by the Student Services Council.

5. New Business:

- a. Policies for Review:
 - i. **Policy on Reclassification ('93)** – all agreed, Ok to remove from Policy list (Not a policy but was an old memo about Non-Unit Professionals)
 - ii. **Student Grievance Policy ('02)** – there are recommendations coming from VP Ortiz for this policy. Policy needs to be reviewed and reformatted. Assigned to the Student Services Council.
 - iii. **Student Discipline Policy ('99)** – a link was added to the Policies menu to direct you to the Student Handbook and the Discipline Procedures/Policy. Additionally, Student Services Council will review and reformat if needed.
 - iv. **Graduation Requirements, Clarification of ('97)** – All in agreement this was an old memo from Sandra Kurtinitis and Ok to remove from website.

Current grading policy is in the Student Handbook and link created on policies menu to the handbook.

- v. **New Grading Policy** ('97, '04)- A note was added to the Policies menu to 'See Student Handbook-College Procedures-Grading Policy'. Old memo from 1997 removed (no longer relevant).
 - vi. **Communication Policy** ('87) – this policy will be addressed by the Faculty Senate (it addressed the expectation that students who earn an AD will be able to speak, listen, write and communicate in English).
 - vii. **Social Media Policy** ('15) – Josh Martin requested this policy be reviewed, as it may need updating to keep up with our changing times. Policy will be forwarded to Juliana Esposito for the Operations Council to review. Josh will be invited to the Council meeting for discussion as needed.
 - viii. **IT Acceptable Use Policy** ('08) – Josh Martin requested this policy be reviewed as well, as it needs updating. The Operations Council will work to update the policy with Josh Martin's support.
6. **Next Forum:** November 6, 2018, 2pm, HLC109AB
 7. **Next Meeting:** November 13, 2018, 3pm, Monks Room