**Student Services Council**

**Tuesday, March 23, 2021**

**Zoom**

Meeting called by Kristie Proctor, Chairperson

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**Meeting Notes**

_In attendance:_ Kristie Proctor, Lu Costa, Jenna Glazer, Liza Smith, Jason Kurland, Anita Griffin, Shauna Connelly, Mary Rodziewicz, Laurie Behrmann, Caitlin Laurie

1. **Call to Order and Introductions**
   a. Meeting called to order by Kristie at 2:04pm

2. **Review the minutes from 2-16-21 and edit/approve**
   a. The group reviewed the notes from the last meeting. Mary moved to approve the notes as submitted. Lu seconded. All were in favor and the notes were accepted.

3. **Governance Steering Committee meeting update and review the documents:**
   a. **IT Acceptable Use Policy**
      The group reviewed the policy, which has already been placed in the correct format and revised by Operations. Jason discussed the harassment policy in the Student Conduct handbook. In the handbook, Appendix B covers IT acceptable use. He suggested that it should also be in this policy. It is covered in this policy under Appendix C. Kristie discussed the issue of recorded meetings being shared and violations of students’ confidentiality. The group discussed. This may be covered in Appendix D. Mary asked about a recorded meeting where a professor had embarrassed a student and if it could be deleted. Kristie will try to gather more information.

   b. **Social Media Policy**
      The group reviewed the policy, which was last updated in 2015. It is already in the new format and has been revised by Operations. A member shared experiences IC having to approve things and the time that it takes to get approval is unreasonable. There is too much red tape. It is unclear. Kristie discussed re-wording or striking numbers 17 & 18 under section 5. The group discussed and agreed to remove both. The group discussed number 19 in section 5. Communication with students is very important and timely. Going through IC for every social media post is just not feasible. The group discussed sending this back to Operations to be completely revised. There is too much control written into this policy. The policy as written is already outdated and does not address today’s social media. This process hinders communication. The policy also needs to address all of the social media types, not just Facebook. Kristie will give this feedback to the Operations Council.

   c. **Telework Policy – continued to next meeting**

4. Meeting adjourned at 3pm.

5. Next meeting is April 20th at 2 pm.