

## Student Services Council Minutes

October 20, 2015

2:00pm – 107A

**Members Present:** Laurie Behrmann, Jane Shea, Ricky Frazier, Elaine Gilgis, Marie Scichilone & Selina Boria

This meeting commenced at 2:10pm.

1. As of today, we have had 1 student assigned to our Council – Nicholas Loconto. We will wait for clarification from Jonathan as to whether Nicholas is the Student Senate President or a student member.
2. The members present clarified that the council agreed, at the last meeting, that Robyn Butterfield would be the Chair of the Council and Robyn and Laurie Behrmann would be the Governance Steering Committee representatives with a student as an alternate. The minutes from the September 22, 2015 meeting were distributed and approved.
3. **New Business:**
  - a. **Medical Marijuana Policy** – the council reviewed a draft policy shared at the Governance Steering Committee. The council will discuss the idea of incorporating clarification of medical marijuana use into our current drug/alcohol policy or discuss if there is a need for a stand-alone policy. Either way, it is not allowed on campus.
  - b. **Attendance** - Selina shared the discussion from the Governance Steering Committee about addressing attendance and missed meetings. Currently our Board policy states if a Board member misses 4 consecutive meetings, they are removed from the board. The Steering Committee will discuss establishing a policy at the Forum for all councils to implement.
  - c. **Blackboard use to store all SSC documents** – Selina shared feedback from the GSC about using a shared site for councils to access information. The idea of setting it up in Blackboard was discussed, for ease of access for staff/faculty and students. It was reported that Robyn is following up with Pat Schmohl, Dean of Distance Learning and Professional Development. An update will be given at next meeting.
  - d. **Filling Adjunct Faculty member slot** – Due to conflicts with Marie Scichilone’s work schedule, she may not be able to serve on the council. She is more than willing to continue on the council, but understands if there is another faculty member who is willing and able to serve. Betsy Zuegg and Judy Colson are seeking potential candidates.
4. **Prioritization of items for the year ahead** – Laurie Behrmann shared a ‘Systematic Plan for Policy Review’ which was created in 2007 for councils to use to organize policy review by month. Laurie will make copies and have it available at the next meeting for discussion about using the model this year. We will have a list of all policies at the next meeting (which are available on the Governance website) and discuss how we want to move forward.

**The meeting adjourned at 2:35pm.**

**Minutes are respectfully submitted by Selina Boria**