

CSCC Meeting Minutes
November 8, 2023 1:30 PM - 2:50 PM
Virtual

Present: Michelle Bunagan (Faculty), Melissa Andreas (Staff), Rashida Atkins (Faculty), Marissa Bellino (Faculty), Jordan Draper (Student Affairs Designee), Eric Laprade (Faculty), Nimra Naddem (Graduate Student), Nicholas Seretis (Undergraduate Student), Tina Tormey (Staff)

Excused: Patricia Becker (Staff), Katherine Kahn (Staff), Anup Kapur (Staff)

Absent: Aria Chalileh (Undergraduate Student), Leah Macaulay (Undergraduate Student)

1. Meeting called to order at 1:35 pm.
2. Approved [CSCC Meeting Minutes -Sept 13, 2023](#).
3. Reviewed [Athletics Advisory Meeting Minutes - Sept 20, 2023](#).
4. Discussed the 7-Step Governance Process and Testimony Tiers for Policy Review to clarify for new members.
5. Reviewed the Communication with the News Media policy as a whole committee.
 - a. Discussion included the following themes.
 - i. What makes something the “College’s official position?”
 - ii. For faculty/staff interacting with the media, suggesting consultation with CMBM is strongly recommended.
 - iii. Including student media in the definition of media.
 - iv. Making language consistent/inclusive to indicate that administrators, faculty, and staff can all respond to media as experts, not just faculty.
6. Reviewed the Student Travel policy as a whole committee.
 - a. Discussion included the following themes.
 - i. Enhancing clarity on who is the sponsoring unit responsible for collecting documentation for student travel for the different types of travel.
 1. Recommended a flow chart to visualize this process.
 - ii. Enhancing clarity on travel that does not follow the policy (e.g. student teaching).
 - iii. Enhancing clarity on timelines for preapproval of travel by different units.
 - iv. Linking to other relevant policies on faculty travel, student conduct, etc.
 - v. Contacting Dave Connor (Dir. of Student Life) for feedback regarding RSO and club sport student travel.
 - vi. Updating language.

Next Meeting: December 13, 2023 - 1:30PM - Zoom