

CSCC Meeting Minutes  
March 27th, 2024 1:30 PM - 2:50 PM  
Virtual

**Committee Members**

Katherine Kahn (Co-Chair, Staff), Michelle Bunagan (Co-Chair, Faculty), Melissa Andreas (Staff), Rahshida Atkins (Faculty), Patricia Becker (Faculty, excused), Marissa Bellino (Faculty, excused), Aria Chalileh (Undergraduate Student, absent), Brooke Russo (Undergraduate Student), Jordan Draper (Student Affairs designee), Anup Kapur (Staff), Eric Laprade (Faculty, excused), Nimra Naddem (Graduate Student, absent) Nicholas Seretis (Undergraduate Student, excused), Tina Tormey (Staff, excused)

1. Meeting called to order at 1:34PM.
2. Approved the minutes from the [March 13th CSCC Meeting](#).
3. General Updates:
  - a. The Chair of the Athletics Advisory Council (AAC) has been invited to CSCC's April 10th meeting to provide an update on AAC's work.
  - b. Student Travel Policy Updates:
    - i. Email vote was 10/14 to approve by the Friday, 3/15 deadline.
    - ii. Final recommendation for the updated policy and memorandum to Steering was sent 3/15.
    - iii. Steering has returned the policy to us with the following message, "There were concerns about the ambiguity of the required documentation in section IIIa. Members are concerned that the required documentation is left to the discretion of individual units and would like to see a more streamlined process. We wondered if CSCC had asked General Counsel and Campus Police about what documentation is actually needed since most information can be found elsewhere (like in student PAWS accounts). In the meantime, Suzanne had a meeting with Mike Canavan and asked him about it. He said that if we have specific changes that we want to make, we can highlight those and ask his office if they are okay. His office doesn't make suggestions as to how they can be different."
    - iv. Katie and Michelle to meet with Brittany Aydelotte and Kay Potucek from Steering regarding ideas to streamline the policy.
4. CSCC reviewed the Emeritus Staff Policy as a whole committee.
  - a. Feedback Updates:
    - i. Reached out to General Counsel and Chief of Staff–President's Office as stakeholders for general feedback. No update.
    - ii. CSCC reviewed the revised policy as a whole committee and incorporated changes to address prior feedback.

- iii. Co-chairs to draft memo to Steering and prepare final clean and redlined policy copies for CSCC approval via email vote by Friday, 3/28. These documents to be sent to Steering by the deadline of Monday, 4/1.
- 5. CSCC reviewed the Interim Flag Policy as a whole committee.
  - a. Feedback Updates
    - i. Reached out to General Counsel as stakeholders. No update.
    - ii. CSCC reviewed the revised policy as a whole committee and incorporated changes to address feedback from Dave Connor and Sharon Blanton regarding eligibility and where organizational flags can fly.
      - 1. Co-chair Kahn to draft a google form for flag flying requests to be submitted as a recommendation to Steering.
    - iii. Co-chairs to draft memo to Steering and prepare final clean and redlined policy copies for CSCC approval via email vote by Friday, 3/28. These documents to be sent to Steering by the deadline of Monday, 4/1.
- 6. Next Meeting: April 10, 2024 - 1:30pm - Zoom