

Minutes - CSCC Meeting  
December 11, 2024 1:30 PM - 2:50 PM  
Virtual

Present: Rahshida Atkins (Faculty), Marissa Bellino (Co-Chair, Faculty), Michelle Bunagan (Co-Chair, Faculty), Jonathan Davis (Faculty), Lea DeMarinis (HR designee), Jordan Draper (Student Affairs designee), Katherine Kahn (Staff), Avani Rana (Staff), Kate Zydor (Undergraduate Student)

Excused: Patricia Becker, Sidaneo Gayle (Graduate Student), Sidonie Lyons (Undergraduate Student), Sophia Selitto (Undergraduate Student), Carl White (Undergraduate Student)

1. Approved the minutes from the [November 13, 2024 meeting](#)
2. Safety of Minors on Campus Policy has been sent out - Thank you all for your prompt response to voting.
3. Student Travel Policy
  - a. Documents:
    - i. [Memo from Steering](#)
    - ii. [NEW Updated Charge](#) & [OLD Charge](#)
    - iii. [NEW Proposed Policy per Academic Affairs](#) & [OLD Original Policy](#)
    - iv. [Feedback from Stakeholders](#) (Outside the policy)
  - b. Discussed where International Travel should go in this policy. Discussed that the policy should apply to students completing international travel, but that additional guidelines specific to this type of travel can be provided by the Center for Global Engagement.
  - c. Discussed and revised the definition of roles (Appropriate Administrator, Designated College Administrator, Designated Official, Primary Event Contact, and Requester) and whether all were necessary for the policy. Decided to delete Designated College Administrator and indicate that the responsibilities of this role would be fulfilled by the Appropriate Administrator or Designated Official, and only in the event neither of these could serve as a contact to those traveling, would someone else be identified for this role. Groups reviewed all references to the roles in the policy document.
  - d. Discussed any final edits to the policy. Voted to send final recommendation back to Tier II Stakeholders for review. Co-Chairs to create google form to collect feedback.

**Next Meeting:** January 22, 2025 at 1:30PM