

**Ongoing and New Business 11:30 – 12:00 (Closed Door)**

1. Attendance (1 min)
  - a. Roll call: Jane Byrnes, Drew Cavin, Katharina Groves, Courtney Greis, Jeremiah Houck, Michael McNamee, Mattie Ross, Kimber Peterson, Megan Rhodes, Gina Spiers, Patti Spoelman, Katherine Menendez, April Scriven, Laurie Laker. Not present: Courtney Greis, Michael McNamee
2. Approve last meeting's minutes (1 min)
3. Feedback from individual departments (4 min)
4. DEAB Closed Door discussion (5 min)
5. SC Handbook discussion (5 min)
6. Nominations for next year's SC – members and co-chairs (5 min)
7. Lunch w/Staff Council for block 6 – who and what topic? (2 min)
8. New items/Add to next meeting's agenda (5 min)
9. Treasurer's Report - Katharina (2 min)

**OPEN DOOR (12:00 – 12:55)-p0****Special Reports**

1. President's report (Kim Waldron)
  - a. Board meeting update: We will be receiving an email from Suzy Burghardt (board chair). Presidential succession is the main topic.
    - 1) The search will start immediately, with the idea that we will name someone before this time next year. (to begin summer 2021)
    - 2) Search committee has been put together – Jeff Keller has been named chair. There will be nine trustees on the committee, plus four members of faculty, two members of staff and two students. Search will start next month (3/25) with a series of open forums to get feedback from the CC community about what we want, what challenges will the new president face, and what is special about CC that should draw people here. Shelly Storebeck's firm is heading the search.
    - 3) Board has appointed Alan Townsend to be interim, beginning August 1. He does not want to be a candidate.
    - 4) The Board is worried about continuity; that is part of the reasoning for having Alan be interim. They recognize that this is a difficult and angsty time for the college, but they believe we will be an attractive draw for exceptional candidates. Alan will temporarily move over to Jill's office space.
  - b. The Board also passed the budget for next year. They accepted Jill's recommendation for the budget for FY 20/21, which was the same as the compensation committee's recommendation to her: 4.5% increase in comprehensive fee for students, which adds substantially to the available financial aid budget. 2.9% staff and faculty increase.
  - c. The Board approved tenure and promotion for six faculty members, and awarded Emeriti status to four other.

- d. Lastly, the Board elected four new trustees – Eric Duran '91, Freida Ekotto '86 (the 1<sup>st</sup> African woman to graduate from CC), Jane Franke '84 and France Winddance Twine D.H.L. '19, and they elected congresswoman Dianna DeGette '79 as honorary trustee, as well as choosing our Commencement speaker and honorary degree recipients, which will be announced after spring break
  - e. While on campus, the Board got to meet with the FAC advisory board, and the parent's council as well.
2. HR report (No report)
  3. ASAC report (Shannon Amundson)
    - a. Regarding streamlining requests for IT support: If there is new software to be purchased that requires IT support, it needs to go through this committee. They will first look at questions like, "Do we already have something on campus that might work?" "Can we streamline timing?" They are working with new data lake, and have a good cross-representation of divisions on campus. They are currently working on coming up with an application landscape to see what applications we have currently
  4. PreEmpt Committee (Maggie Santos and John Lauer)
    - b. Maggie heard there was interest in CPTEDs (Crime Prevention through Environmental Design), and so brought a sample sheet of what they do. They go to different offices and look at design issues and at whatever your individual issues might be (lighting, cameras, access, ingress/egress, etc.....). Campus Safety is available to do that in any space.
    - c. Self-defense classes are available, and they can bring them to you.
    - d. We have 70 safety liaisons serving in buildings across campus. Two trainings per year are required to make someone in the space responsible for the general safety of the building.
    - e. Campus Safety sent out a test text alert and got 550 some responses – they feel that's a good sign that they are reaching people.
    - f. Facilities has ongoing 1<sup>st</sup> aid training (next one in March during spring break on March 11. Email Maggie and she will get you signed up).
    - g. Kimber asked if we actively recruit for safety liaisons. Maggie replied that when they do things like coming to talk to Staff Council today, they ask for volunteers.
      - 1) PreEmpt is a volunteer group. It had been as big as 30 (which was too big), and as small as 5 (which was too small). They decided they needed a full time person to be the director of emergency management – that's Maggie.
      - 2) Safety liaisons are not accountable – the key is information flow. Having a liaison increases information flow, and leaves fewer gaps. Knowing your area and being confident in making decisions is key.
    - h. Megan asked where the college is, currently, with corona virus. Maggie replied:
      - 1) that we don't quarantine, but if the CDC tells us too, we comply.
      - 2) PreEmpt are an information resource for those making decisions about international travel, academically.
      - 3) If a student or someone were self-quarantining, good for the committee to know so they can provide support.
      - 4) Decisions will not made by PreEmpt, but may be informed by PreEmpt.
    - i. Kimber asked if we support students for counseling outside of CC.
      - 1) John replied, "It depends". Those referrals are made by counseling center.
      - 2) They are hoping to bring in a counselor that speaks Mandarin, for support of students with trauma around coronavirus.

- 3) If student feels needs aren't being met on campus, they can come to PreEmpt – there is also, potentially, financial help for these students.
5. Other Committee Briefs (committees for which we nominate staff)
- a. Children's Center head (Danielle Martinez)
    - 1) There are 60 children on the waiting list now. The Center is down about 5 staff. Their enrollment is up (above 70%, to mid-80%, for the first time in years). Ideally, community families are used for "filler", with spots primarily taken by staff, faculty and alumni)
    - 2) They have created new flyers to be passed out for the children's center, about what makes them stand out.
    - 3) Regarding fundraising efforts, they made almost \$800 on scholastic book fair and received feedback to do it once/year
    - 4) There is a monthly newsletter now going out to current families. There's been an improvement to communication across all classrooms.
    - 5) Danielle has been scheduling more temp employees that are teacher qualified so their staff can better participate in the campus community. Employees that attend training/conferences bring back that info and present to the rest.
    - 6) Regarding racism, inclusion, etc. – they are looking at how they celebrate holidays, digging into unconscious biases, etc. They held a great round table at their department meeting – they plan to continue this line of conversation.
    - 7) Regarding teacher appreciation, although there is no teacher appreciation allotted in their budget right now, they try to recognize the staff as early educators and appreciate them for their efforts, and would like to hot fun, team building events.
    - 8) They will be updating the parent/staff handbook for when the academic year ends.
    - 9) Jeremiah asked when parties should be scheduled, for them to best attend. Danielle replied that, from 7:45am – 5:30pm people with the right qualifications have to be there.
    - 10) Kimber asks, "How then can we (CC) help show appreciation?" Danielle is working towards figuring this out. She was new in August. She is looking for input from her staff, as well. So.....stay tuned..... she will come back to share this info once she has it. She wants to advocate heavily for her staff. Katharina asked – what if we had an outdoor event over by the center, in the athletic fields? Danielle answered that older kids can do that, but younger ones, it's harder. Babies, forget about it.
    - 11) Regarding the 60 child waitlist, Megan asks if the list is tiered. The answer is yes. Faculty and staff are category A. The spot is determined by when your child goes to kindergarten (so there is room to move up through classrooms). Alumni children and grandchildren are category B. Category C families have no CC affiliation. New baby siblings move to the top of the list, regardless of category. 16 babies, 20 toddlers and 38 preschoolers are their current limits.

**Website Updates - for Laurie (1 min)****Action Items - Gina (1 min)**

1. Don't forget (all) to seek nominations for FAC, Academic Admins, Student Life, Residential Life and Campus Activities and ITAL staff council positions.