



Pitzer College Staff Council
1050 North Mills Avenue
Claremont, CA 91711

Staff Council Meeting

March 1, 2021

via Zoom

Attendees: Carlos Alvarez (Chair), Laurie Babcock, Melissa Burrows (Communications Chair), Chris Castaneda, Kirsten Carrier (Vice-Chair), Sara Clark (Treasurer), Jackie Contreras (Staff Advocacy Secretary), ~~Viridiana Garcia~~, Maggie Hernandez, Dan Hirsch, Duanduan Hsieh, Kathy Kile, Brandon Kyle, Kamalei Lee, ~~Jessica Levy~~, ~~Anh Mejia~~, Todd Sasaki

Guests: Deanna Cabellero (Human Resources), Marie Pinedo (Human Resources), Sandy Vasquez (Office of Student Affairs)

- I. Introduction of Marie Pinedo, *Director of Human Resources*
- II. Committee Updates
 - a. Campus Aesthetics Committee (CAC) | Working on updating policies, procedures, and committee make-up
 - b. Teaching and Learning Committee (TLC) | Potential changes/merging of TLC and Campus Life Committee (CLC)
- III. College Council Planning
 - a. Currently this week's meeting and May meeting scheduled; Potential addition of another College Council in April to address the Code of Student Conduct revisions; Also opens up discussion of the test blind policy.
 - i. Any questions, feel free to reach out to Duanduan Hsieh in the Office of Admissions.
 - b. Changes to faculty handbook regarding content of Staff Council section; Carlos will send it out again to everyone for approval.
- IV. All-Staff Meeting
 - a. Going to invite members of Cabinet; Not sure if all cabinet members are going to speak, but would like the majority to give some forward-thinking announcements.
 - b. Will ask staff to send questions in advance to the Staff Council suggestion box ahead of time in order to better facilitate them during the meeting.
 - c. Exec Board to come up with potential talking points
 - d. Thinking about scheduling
- V. Presentation of Student Code of Conduct Changes
 - a. Student Code of Conduct review team put together in Fall 2017; Extended team, adding student members to enhance student voice; Also members of faculty, Judicial Council and staff members
 - b. Looked at demand letters and student voice documents from as far back as 2015; Reached out to former Judicial Council chairs and Identity Board leadership; Looked at historical student conduct data analysis; Reviewed private/public, 5C and 7C policies and procedures to inform the work
 - c. Aimed to build student success; Positively redirect behaviors and engage them in ways that are restorative and educational

- d. Enhanced organization of document for better access/readability; Provides quick resources to those who might need support in a given area/not buried in the text
 - e. Administrative review process revisions include:
 - i. Student Conduct Review Board > Prev. "Judicial Council"
 - ii. Student right to an advisor of their choice
 - iii. New medical amnesty policy
 - iv. Removed "special powers" references
 - v. Focus on investigation and resolution options
 - vi. Composition of the Student Conduct Review Board; Inclusive representation; Considers members of TCCS
 - vii. Student Conduct Review Board hearing procedure changes:
 - 1. Prohibits harassment/retaliation of *any* participants
 - 2. Written statements from character witnesses (prev. live character witnesses)
 - 3. Digital recordings are maintained confidentially, but this fact was previously not included in the code
 - 4. Prohibition of recording (audio or visual) of hearing
 - viii. Appeals procedures revised to align with resolutions
 - f. Changes to sanctioning, including:
 - i. Inclusion of student groups and clubs/orgs to provide more transparency/accountability
 - ii. Clarification of disciplinary sanctions vs. educational sanctions
 - iii. Supports educational student development
 - iv. *Educational Sanctions* | Expanded to include those focusing on student growth, development, restoration in community and success (i.e. Alcohol/Drug Sanctioning/Assessment, Counseling, Academic Coaching, Mentoring, Special Projects)
 - v. *Additional Student Group or Clubs/Organizations Sanctions* (i.e. Educational workshops, social function restrictions, etc.)
 - g. Revision of policies/community standards, including:
 - i. Definition of Terms – More student-focused, Dean of Students can appoint designee, Definition for administrative review hearing officers
 - ii. Violations of Law – Clarifies right of Pitzer to impose sanctions on state/federal law violations that impact health/safety of the community
 - iii. Includes off-campus conduct; Aligns with Clery compliance
 - iv. Student Standards of Conduct restructured so more easily accessible
 - h. Language and terminology changes
 - i. Questions
 - i. What will this process look like should a hearing need to be remote/online (i.e. during a pandemic)?
 - 1. Have had hearings during remote learning/work; Will continue to be flexible based on student/community needs
- VI. Staff is now eligible to receive the COVID-19 vaccination; More information to come from the COVID Task Force