CEER Minutes - DRAFT
May 16, 2014
10:30-12:00
HR Conference

Attendees: Shairon Zingsheim, Rob Smedfjeld, Michele McDowell, Barbara Duggal, Mark Lieu, Carmen Madden, Kathleen Johnson, Leta Stagnaro, Ron Travenick

Absentees: Bob Bradshaw

1. Approval of April Minutes (4/4/14) - discussed, amended and approved

2. 2014-15 Meeting Dates:
   - 9/12/14 10:30-12:00, 7102
   - 10/17/14 10:30-12:00, 7102
   - 11/14/14 10:30-12:00, 7102
   - 12/12/14 10:30-12:00, 7102
   - January Flex Week, if needed
   - 2/20/15 10:30-12:00, CDC
   - 3/13/15 10:30-12:00, CDC
   - 4/14/15 10:30-12:00, CDC
   - 5/8/15 10:30-12:00, CDC

3. Student Conduct Review & Discussion
   - California Community College codes are clearly largely based on CCLC models
   - Rob provided reasons for using the Suffolk County, NY, Community College document as a model; general support for the tone and approach; procedures, however, are a bit complicated
   - Rob was also in favor of highlighting the specific actions and consequences – perhaps on website, faculty handbook
   - Prepare draft of Code first and then run it by the lawyer at the end
   - A general need to market the Code to students and the College community once it is finalized; training for faculty, both full- and part-time
   - A form needed; Cabrillo form has been very helpful to the faculty at Cabrillo
   - Ron has a reported flow chart out the student discipline process (separate from a complaint process)
   - Some concerns about the overall length of the document
   - Perhaps should think of how to organize the Code of Conduct – begin with a broad overview that one can dig into more deeply as needed (e.g. the specific actions and consequences, details about the process, forms)
   - Rob suggests drafting the document over the summer in consultation with members of CEER, and then bring the document to CEER in September
   - General consensus to have a simplified BP (there will be a Code of Conduct), an overview AP that references the full Code of Conduct
   - How to connect faculty and staff to ideas for dealing with issues that don’t rise to the level of the Code of Conduct (e.g. “I have a student who…”)

Action Items:
   - Rob will work on “document” over the summer (perhaps a website) that will address the needs of the college as a whole regarding student conduct, including forms, flow charts, processes –
combining existing Ohlone procedures, the Suffolk County CC document, and the Cabrillo form. Rob will work with members of CEER on the draft over the summer.