



MINUTES

Cuesta College Management Senate
September 20, 2017 / 9:30-10:30 a.m. / 5401

Committee Description: Cuesta College Management Senate (CCMS) was established to provide the managers, supervisors and confidential employees with formal representation in recommending positions, policies, regulations and procedures that benefit the Senate and/or the College. Policy recommendations may be developed collectively by the Senate or by individual employee classification groups within the Senate, as deemed appropriate. (Amended 8/3/00). CCMS also provides the president/superintendent with recommendations and views on matters affecting the conduct and welfare of the college and to promote communication and mutual understanding among the students, faculty, classified staff, Board of Trustees, administration, and other interested person(s) concerning the welfare of the college. (ACCJC standard IV.A.3)

Committee Members:

X	Adrienne Smith	X	Jason Hopkins		Mia Ruiz	X	Siboney Guardado
	Brian McAlister	X	Jesse Dabill	X	Mimi Feliciano-Hix	X	Stephanie Frederico
	Bryan Millard		John Cascamo	X	Monica Banta	X	Teri-Lyn Leonard
X	Catherine Riedstra	X	Katie Mervin	X	Patrick Scott		Terry Reece
	Chris Green	X	Karen Tacket	X	Que Dang	X	Tim Bowker
X	Cindy Dilbeck	X	Kayli Chapman	X	Rick Camarillo	X	Todd Frederick
	Darrell Anderson	X	Keith Stearns		Robert Mariucci	X	Trudy Bell
X	Erin Lastreto	X	Kristin Pimentel		Ron Veneble		Ursula Bishop (excused)
	Gaye Steil		Lisa Purcell (excused)	X	Ryan Cartnal	X	Guests: Tanya Downing and Cherie Moore from Cuesta Wellness Committee; Ashley Allen and Jenelle Merzon from SLO Tobacco Control Board
X	Gayla Jurevich	X	Madeline Medeiros-Taylor		Sabrina Robertson		
	Hank Agostini	X	Marcia Scott		Scott DeMello		
	Janeal Blue	X	Maria Escobedo	X	Shanna Ahrens		
X	Janet Shephard		Matthew Green	X	Shannon Hill		
	Jason Curtis		Merlynn Foppiano		Sharaya Olmeda		

Committee Initiatives 2017-2018:

ACCJC Standard(s)	In Progress	Completed	Committee Initiative
N/A	X		Salary Survey/Benefits plan timeline and moving forward
N/A	X		Provide professional development opportunities

AGENDA ITEM	WHO	TIME	INTENT	NOTES
Welcome new CCMS Members!	Pat Scott	5 min.	-	Siboney Guardado - Associate Director of Student Success Centers Adrienne Smith – Interim Director of Outreach, Orientation and Success Activities Cindy Dilbeck – Exec. Assistant to the President Katie Mervin –Children’s Center Interim Director
1. Approval of the Agenda	Pat Scott	2 min	Action	Shannon moved to approve the agenda with the removal of Janeal Blue and addition of Pat Scott as needed due to Janeal’s absence from the meeting. Stephanie seconded the motion and all approved.
2. Approval of Minutes	Janeal Blue	2 min	Action	Stephanie moved to approve minutes from April 2017 and August 2017. Karen seconded the motion and all approved.
3. New Business				
Tobacco-Free Campus Initiative	Tanya Downing	10 min	Discussion and Action	Tanya introduced the guests and provided an overview of the Truth Initiative grant the college received to work toward a policy making campuses tobacco-free. A draft policy was explained and discussed. Tim expressed support and was concerned about the smoking area near the children’s center. Ryan asked if there was data on loss of student enrollment for colleges that have such a policy. Tanya reported that Truth Initiative data shows that colleges have not lost enrollment and the majority of students and Americans support tobacco-free campuses. Mimi asked if chewing tobacco would be included and Tanya responded that it would include all tobacco products, even vaping. Cherie noted that 1000 college campuses in the US are tobacco-free including all CSU and UC. Kayli asked about

AGENDA ITEM	WHO	TIME	INTENT	NOTES
				<p>enforcement and Jason Hopkins noted that additional policies would be needed to ensure the policy is enforced properly. Trudy asked if it would affect faculty/staff and Tanya stated that the policy would apply to everyone on campus, including visitors and events hosted by other organizations at Cuesta. Todd stated that enforcement would be the ultimate responsibility of the President/Superintendent and proposed changes to the policy. (Documents posted to SharePoint.) A new policy would need to be reviewed by legal counsel. Todd will work with Tanya on the necessary revisions and the process. Shanna asked if the tobacco ban would include personal vehicles and Tanya said that the policy would make the entire campus tobacco-free, including all parking lots. Madeline asked about where the closest location would be that would allow smoking considering the geography of the campus. Tobacco Control staff agreed with this challenge and reminded everyone that SLO County is tobacco-free. Kayli asked how students who smoke could be supported. Tobacco Control offered to bring free cessation resources to Cuesta campuses including nicotine-replacement therapy and cessation classes. Catherine expressed concerns about the impact of a tobacco-free policy on Student Services efforts to encourage students to say on campus. She also felt that it contradicts the “come as you are” image. Ryan noted that the smoking areas are some of the most active areas on campus and that veterans may be</p>

AGENDA ITEM	WHO	TIME	INTENT	NOTES
				disproportionately affected. Tanya stated that she has visited with student veterans and they have been very enthusiastic about a policy change. Because of the work that needs to be done to the draft policy, Pat asked for a motion to move forward with the steps needed to consider an endorsement of the new policy pending further discussion in November 2017. Shannon made the motion and Todd seconded - Ayes 27 and Nays 2. Members who would like to share other thoughts/concerns should email Tanya directly.
4. Old Business				
CCMS Salary Survey Update – 17/18	Pat Scott	5 min	Discussion	There have been no further meetings with Dr. Stork on this issue. Agenda item deferred until November 2017.
Professional Development Update	Karen Tacket	5 min	Discussion	October 18, 2017 - “Recharge the Batteries” – a motivational workshop 8:00 a.m. – 8:30 a.m. – breakfast 8:30 a.m. – 12:00 noon - training
4. Committee Representative Reports <ul style="list-style-type: none"> • BOT (T. Frederick) • Benefits (T. Leonard, S. Federico, J. Blue) • District Calendar (K. Pimentel) • College Council (S. Hill) • Enrollment Management (K. Pimentel) • Technology (T. Reece, K. Stearns) • Planning & Budget (R. Venable, K. Stearns, T. Frederick) • Strategic Planning (Q. Dang, J. Shephard) 		20 min	Discussion	BOT – Todd reported that some board members are concerned about the disparity in activities between North and South County. To address the concerns, a countywide survey will be conducted with results expected by the November meeting. Benefits – Monica reported that retirement workshops, open enrollment workshops and flu shot clinics will take place over the next few months. Contact HR for details. Calendar – No report. College Council – Shannon reported that consolidation of several college committees is being explored based on suggestions from the task

AGENDA ITEM	WHO	TIME	INTENT	NOTES
				<p>force reviewing the college committee structure. Check out SharePoint for details.</p> <p>Enrollment Management – Kristin reported that recent text and email campaigns to increase enrollment have been successful. Guided Pathways may present new opportunities to reach out to potential students. Data has been requested on drop status to understand patterns and possibly intervene.</p> <p>Technology – Keith reported that the combination of tech and web committees is under review based on action by College Council. The new technology plan is coming soon and the MyCuesta replacement project is underway.</p> <p>Planning/Budget – Todd reported that the state budget was reviewed and the resource allocation process is being assessed.</p> <p>Strategic Planning – Que and Kayli reported that the new 2017-2020 plan is finalized and posted on the website. Launch events are scheduled for 9/22/17 and 10/27/17. These events are important to engaging everyone in the new objectives and activities. Please plan to attend and encourage faculty and staff to participate.</p>

Next Meeting – Wednesday, November 15, 2017 (Meeting scheduled for December 20, 2017 is cancelled.)