

STUDENT CONDUCT COMMITTEE MINUTES

May 16, 2019 * 3:00 p.m. – 4:30 p.m. * E-205

Attendance: ● Joseph Alonzo ● Rudy Carrion ● Troy Cota (ASG student rep) ● Cale Crammer ● Doug Deaver ● Marilyn Flores ● Ana Garcia ● Angela Guevara ● Jessica Huston (SE&S student rep) ● Lorrie Jordan ● Marianne Laney ● Linda Martin ● Danielle Martino ● Nidzara Pecenkovic ● Syed Rizvi ● Liz Thomas (absent) ● Christine Umali Kopp (absent)

OLD BUSINESS	DISCUSSION	ACTION/TASKS/FOLLOW-UP
Review & Approval of Prior Minutes April 18, 2019 (edits as needed)	<p>Corrections to Minutes:</p> <ul style="list-style-type: none"> ● Correction to the spelling of Cale Crammer’s name ● Change discussion to read “<i>Group discussion ensued by all regarding the pros and cons of adding Security to the committee membership</i>” ● Change “consult” to “guest” in the follow up statement “<i>...invite Security to attend meetings should we need to consult them on any issues, not as a member, just as a guest....</i>” ● A form was shared to show the existing tracking process ● Surveys will be used as a tool for reviewing student conduct processes as a means to gather information ● Meeting adjourned at 4:37 p.m. 	<p>ACTION: Cale Crammer moved to approve the minutes as corrected. Danny Martino seconded and the April 18, 2019 minutes were approved by the committee.</p> <p>Abstentions -3-</p>
ANNOUNCEMENTS / INFORMATION ITEMS		
<ul style="list-style-type: none"> ● Student Conduct Signage (Cale Crammer) 	<ul style="list-style-type: none"> ● Cale Crammer presented the “Code of Conduct Signage Statement” signage, to be posted in classrooms, as approved by Academic Senate on April 2, 2019. The original motivation to create the signage was to show support within the campus community and give faculty something to reference that would support their position and actions in the classroom. Board Policy 5500 is referenced on the signage and the language follows legal standards. <p>DISCUSSION:</p> <ul style="list-style-type: none"> ○ Some members expressed concerns for faculty who do not want the signs posted in their classrooms. The majority of the committee agreed that faculty should have the choice to post or not post the signage; but noted the challenges for shared classrooms, especially for those who have had experiences in the classroom. ○ Student members asked, “How do you define obscene?” and felt students would not know what they can or cannot say, or know what the boundaries are. ○ It was suggested, to add a statement to the syllabus in which the faculty member could provide examples of what is acceptable and what is not. ○ Uniform posting conveys this is our campus culture. ○ If the sign reflects the district’s policies, then why shouldn’t it be posted? ○ Add faculty and staff to the sentence “...a safe environment where students, faculty and staff can learn...” ○ Add the statement: “Discussion is encouraged, however civility is expected with the exercise of free speech.” 	<p>RECOMMENDATIONS:</p> <ul style="list-style-type: none"> ● Obtain additional feedback from students, via surveys or focus groups, about the language and their feelings about posting in the classroom. ● Volunteer option for faculty to post in syllabus in addition to posting in the classroom. <p>ACTION: Danny Martino moved for Marilyn Flores and Syed Rizvi to present the committee’s concerns and recommendations to College Council for further discussion. Cale</p>

		Crammer seconded and the motion passed.
<ul style="list-style-type: none"> Website Maintenance 	<ul style="list-style-type: none"> Doug Deaver put a call out for a volunteer to work with ITS to create the Student Conduct Committee website and post agendas and minutes. Marilyn Flores recommended to wait until the new web designer is hired in summer before submitting the request for the website. 	Cale Crammer volunteered to maintain the website.
NEW BUSINESS		
I. Review Maxient from start to finish & discuss provide input for changes and the understand the process flow	<p>I. Syed Rizvi presented the Maxient form to the committee and reviewed the fields and drop-down options. Reports are routed based on the nature of the report. Sexual misconduct for SCC goes to the District Title IX officer. Syed mentioned the separation of duties by regulations for Title IX and shared the District hired a new Title IX officer. Discussion followed.</p> <p><u>DISCUSSION/COMMENTS:</u></p> <ul style="list-style-type: none"> What happens if the wrong nature of report is selected and goes to the wrong area? Add a confidential disclosure statement prior to adding additional parties to be include in the report. Separate “Concerning/Threatening” behavior into two categories. Add a level of degree to describe the behavior (1-10). Add “what outcome are you seeking?” Provide viable options. But, what happens in a faculty’s outcome is not met? Important to note that only the Associate Dean has all of the information and the report is not a two-dimensional form. Lorrie Jordan noted the importance to include as much information as known on the narrative section. Could a report or log be created for lower level incidents for information only cases? Create an automated tracking mechanism to log into to and see where the case is in the process. There is talk, at the district level, about reducing the drop down list for incident locations due to the query complications. It was suggested to add a field to enter the specific location. The location tells Security which cameras to check. 	<ul style="list-style-type: none"> Syed Rizvi will create a chart showing the routing process for Maxient reports and include back-ups. Need to explore the legalities on routing confidential information.
II. Flex presentations for committees feedback needed	<p>II. Syed Rizvi announced the fall FLEX activity is approved for only 90-minutes and requested all committee members to attend. It was suggested to create a video tutorial on YouTube or training webinar that faculty and staff could do on the computer.</p> <p>Additional input is needed from faculty and Academic Senate on the following:</p> <ul style="list-style-type: none"> How do you prefer the information to be disseminated? What days work best for a 4-6 hour training? What topics do you want to learn more about? 	<ul style="list-style-type: none"> Marilyn Flores will request input from Academic Deans and Cale Crammer will follow up with Academic Senate.
III. Next year annual report discussion	III. The committee must meet for one-year before an annual report can be completed. Further discussion to follow on what should be included in the report.	
IV. Title IX concerns	IV. Doug Deaver asked the committee to brainstorm individually about their Title IX concerns and be prepared to discuss at the next meeting.	<ul style="list-style-type: none"> Request Lorrie Jordan, Security and District Title IX Officer to

		conduct a presentation during a future meeting.
V. Adjournment	V. The meeting adjourned at 4:47 p.m.	
FUTURE AGENDA ITEMS		
<ul style="list-style-type: none"> • Title IX Concerns (Discussion) • Discuss procedures of notifying staff when a student has been deemed a possible threat and has been suspended. 		

Santiago Canyon College Mission Statement - Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging. (12/4/17)

SCC Student Conduct Mission Statement- The Student Discipline Committee exists to provide recommendations relevant to student conduct. Its purpose is to improve the academic experience for all members of the campus community by supporting decisions around disciplinary action that help foster a safe and effective learning environment at SCC. This committee helps facilitate an equitable and inclusive process as it relates to student discipline issues and concerns.

Approved on 09.19.19