College Advisory Council Meeting Minutes
November 14, 2017
3:30 – 5:00 PM
ICC 1404

Present:
GSE Reps -Amy Kline, Michele Ryan (SAT)
CP Reps - Pam Wheeler-Civita**,** Evi Rivera-Williams (SAT)**,** David Mortimer
S&O Reps - Kelly Lorenz**,** Angela Persaud
IPR Reps - Sylivia Fan (Hsiao-Yi Fan)**,** Alexander Iwachiw
DERO Rep – Charles Babian
BSEC Rep -
Ex-Officio Reps: Akilah Rosado

Absent:
Katherine Baldwin
Shael Polakow-Suransky (per request of the CAC)
Robin Hummel

Call to order at 3:35 PM

- Administrative (30 minutes)
    a. Approve October Minutes – suggestions to add that the name Social/Political Advisory Committee could jeopardize the College's tax status as a 501C3.
    b. Identify Secretary for December Meeting: David Mortimer (Dec. 12)
    c. 2017-2018 Meeting Matrix
    d. Proposed All College Dates: 2/27/18 & 5/8/18 (2 Spring Meetings); Cabinet will join in December.
    e. December All-College Agenda
        - "For the Children" presentation by Children's Programs and IPR
        - SFC Presentation by Evi and David
        - FC Presentation by Pam
        - IPR Sylvie for Head start and Alexander for Liberty Leads
        - Summer Camp
        - After School
- Review Charter (15 minutes)
  Are we working towards accomplishing these goals & responsibilities? How are we holding ourselves accountable as leaders in the organization? After reviewing the charter we reflected on the following goals/ action items that we need to work on:

1. Matters we haven't or are not meeting
    - Having SPS at every monthly meeting
    - Formal updates of our divisions
    - Diving into divisions and leadership to find these issues
    - Follow-up on issues
    - Community on awareness of who CAC is
    - Marketing/branding CAC
    - CAC not being used as feedback/recommendations from SPS/cabinet
    - Not doing the work outside of 90 minutes

2. What we need to move into
    - How to restructure/use our time differently
    - Timely/Acted on versus planning
    - Reviewing our reporting protocol
    - Pre-year planning
    - Revise charter to reflect realities of our time together
    - List of boiler plate items that prohibit us from using our time efficiently; Dave volunteered to provide this list.
    - How we decide All-College agendas; Charles volunteered
      December meeting to divide into small groups w/discussion questions.

- Communications & Event Committee Discussion/Planning (45 minutes)
    1. Developing Events Committee
        - Identify actionable next steps
    2. Developing Communications Systems, Structures & Protocols
        - Identify actionable next steps
        - Kelly to create proposal about communications
    3. December CAC Meeting with Cabinet
    4. Additional Items: Robin and Michele volunteered to screen "I'm Not a Racist…Am I?" film before rolling out to the community.

Adjourn 5:00 PM