



Student Life Committee

Minutes | March 7, 2019

1. Welcome: Attendance & Quorum

Member Role	18-19 Member	Present - P; Absent - A; Vacant - V
Dean of Student Services	Elizabeth Miller	P
VP of Student Services	Dilcie Perez	A
Coord. of Student Conduct	vacant	V
Student Activities Coordinator	Amna Jara	P
ACCME rep 1	Russ May	A
ACCME rep 2	Debra Ward	A
Faculty rep 1 (instructional)	Sheila Hill	A
Faculty rep 2 (student services)	Nellie Hernandez-Garcia	P
CSEA rep 1	Nikki Jones	P
CSEA rep 2	Vince Vizcarra	P
ASCC Director of Student Services	Kathy Azzam	P
ASCC student representative	Corina Rosas	P
Ex-Officio		
Bookstore Manager	Brianne Freeman	P
Associate Dean of Student Health	Hillary Mennella	A
Dean of DSPS, or designee	David Rodarte	A
Chief of Campus Police	Tom Gallivan	P
Facilities representative	Carlos Serna	P
Quorum: Fall - 6; Spring - 9	ATTENDANCE	10

Others present: Maria Isai, Shannon Kaveney, and Dave Ward

2. Approval of Minutes

Committee approved minutes from 2/28/19

3. Approval of Agenda

Committee approves agenda for 3/7/19

4. Proposed Revisions to AP 5530 Student Rights & Grievances

- The committee reviewed the drafted recommendations for the Student Grade Grievance sections of AP 5530.
- Administration requested that the committee review Step IV President/Superintendent Action in the grade grievance procedure.
 - A recommendation was made to change step IV from President/ Superintendent Action to Board of Trustees Action. The President/Superintendent is involved in the final review of the grievance with the Board of Trustees, so this eliminates a duplicative step.
 - Individual Action
 - Management Action
 - Administrative Action
 - ~~President/Superintendent~~ Board of Trustees Action
- Additional recommendations regarding AP 5530 Student Rights and Grievances:
 - To consider adding clarification to the 'statement of determination' language to include 'with reasoning', so that it is clear a reason is provided when a grade grievance is approved or denied.
 - Remove the Student Grade Grievance section from AP 5530 Student Rights and Grievances, and create a new Administrative Policy & number specific for Student Grade Grievances.
- Committee decisions will be shared with Faculty Senate, and additional feedback requested.

5. Commencement Planning (EMP Goal A)

- Layout and Logistics
 - David Ward discussed the stage set-up and truss structure. Mr. Ward shared that the truss structure this year would be self-lifting and eliminate the need of a forklift rental.
 - Visually the same as before.
 - Need to check that the power is working in stadium southwest side
 - Current issues with forklift & stage set-up: the sheets of plywood used on field during set-up, will age over time. The plywood also leaves splinters on the field that maybe harmful to the people using the field and to the field itself.
 - Proposal: There is a plywood alternative product designed for field protection and stage production, and would benefit the field labor crews. Dave Ward will get the product information to us to review for future consideration.
 - Stage: cancel forklift if Facilities confirms power sources in stadium (southwest side)
 - Procession
 - Same layout for procession.
 - Procession will begin at 5:30 p.m. and ceremony 6 p.m.
 - Committee reviewed stadium layout, power sources, tent placements, procession staging area map (Field House Field layout).
 - Committee reviewed schedule for day.
 - It is requested that Campus Police turn the stadium power off when locking up the venue after the event.
 - It is requested that Pacific Coast Entertainment (A/V) remove their items off the stage first, so the stage crew can begin taking down the stage.
 - Program Booklet – Graphic designer was not present, Dean Miller will follow up with him.
 - Event Communication & Tickets
 - Information sent via email and posted on the commencement webpage and on flyers throughout campus.
 - Faculty RSVP email was sent by Dean Miller. Also included in the email was regalia rental information.
 - Tickets will be distributed at the Grad fair. More information on the webpage.
 - Commencement Speaker
 - Committee's recommendations were provided to Executive Council to review and consider.
 - Other
 - The Commencement budget will need to be reviewed to consider providing snacks to graduates in the gym prior to the ceremony.

6. Cerritos College Food Court & Vending Services (EMP Goal IF)

- Board of Trustees approved the new vendors proposed on March 6, 2019.
 - Vendors will enter a 5 year contract.

7. Announcements

- Falcon Games- March 11-13
- Bookstore closed during spring break
- Nutrition Recovery seminar tomorrow
- Breast Cancer Walk- March 14
- CCPD Campus Watch-, May 27, LC 155, 11:30- 12:30

Adjourned: 1:57 p.m.