

## Student Services Council Meeting

Monday, March 9, 2015

2:15 p.m. – 4:15 p.m.

Room 5-339

### Minutes

#### Attendees:

Jennifer Hughes	x	Michael Mitchell		Laura Skaff	
Sylvia Aguirre-Alberto	x	Eileen O'Brien	x	Niruba Srinivasan	
Sharon Bartels	x	Charles Phan	x	Dennis Tordesillas	x
Karen Chadwick	x	Louise Piper	x	Brian Tupper	
Gloria D'Ambra		Marsha Ramezane	x	Ruth Turner	x
Catherine Firpo		Danni Redding-Lapuz		Makiko Ueda	x
Alex Guiriba		Krystal Romero	x	Carol Ullrich	
Fauzi Hamadeh		Michele Rudovsky		Henry Villareal	x
Claudia Menjivar	x	Aaron Schaefer		Taniela Mapa	

**Guests:** Vice-chancellor of Human Resources Eugene Whitlock

The meeting was rescheduled to a Monday and was called to order at 2:25 p.m.

#### Title IX Training

Vice-chancellor Whitlock made a presentation about Title IX, Clery Act and Campus SaVE Act.

Title IX, which is a law that prohibits discrimination on the basis of sex in any federally funded education program or activity.

The Jeanne Clery Act requires colleges and public/private universities which participate in federal student aid programs to disclose campus safety information, and imposes certain basic requirements for handling incidents of sexual violence and emergency situations.

The Campus SaVE Act amends the Clery Act and is a law that increases transparency on campus about incidents of sexual violence, guarantees victims enhanced rights, sets standards for disciplinary proceedings, and requires campus-wide prevention education programs.

- The Office of Civil Rights requires all schools to train its employees about sexual harassment, violence and discrimination policies.
- Alcohol and drugs can become contributing factors to sexual violence and exponentially increase the risk of attack.

## **Title IX Training (continued)**

- All district employees are responsible for reporting incidents of alleged sexual harassment, violence and discrimination to the college Title IX coordinator, Public Safety office or Human Resources regardless of where the incident took place. Confidentiality shall be maintained and the school is required to protect the complainant.
- The school must take immediate and appropriate steps to investigate or determine what happened.
- Any district employee who receives a report from a victim shall: 1) believe the complainant, 2) make assurances that the college does not condone such behavior, and 3) offer safety, medical and counseling services.
- Should any district employee receive a report from an assailant shall: 1) listen, 2) advise the assailant to stay away from the victim, and 3) report the incident to the college Title IX coordinator, Public Safety office or Human Resources regardless of where the incident took place.

## **Program Review**

All reports are due on March 30. David Laderman will be conducting two program reviews sessions:

- Friday March 6, 2015 from 12pm - 1pm at 36-200
- Thursday March 19, 2015 from 2pm - 4pm 18-108

## **Class Schedule**

Cabinet and IPC have decided not to publish the enrollment information section of the class schedule because class offerings change frequently and printed material are sometimes outdated by the time the schedule is published. Beginning Fall 2015, the schedule will only include the community sections such as the Student and Faculty Spotlights, and other marketing sections. The decision is not entirely a financial decision but rather aims to provide students the most current information, as much as possible, using online technology. Eric Raznick will explore on creating a program and link to WebSCHEDULE for all open classes. The college will experiment in providing a print-out of class listings in most-needed locations.

*Update: Decision reversed end of March 2015*

## **Program Updates**

**Handout:** See attached document

# College of San Mateo

Career Services Center's

# “Get Linked” Spring Job Fair

**TUESDAY, APRIL 7, 2015**

**9:30 AM—1:00 PM**

**College Center Building 10  
Bayview Dining Room (Cafeteria) 2nd Floor**

**Meet with dozens of companies looking for enthusiastic, dependable employees for part-time and full-time positions! Bring your resumé, dress professionally, and practice speaking with an employer. For *help with your resumé and to prepare for the fair, please contact Eileen O'Brien in the Career Center at [obrien@smccd.edu](mailto:obrien@smccd.edu).***

***FREE PIZZA!***

***Pick up a yellow Job Fair PASSPORT at the Fair. Talk with 3 employers, collect 3 stickers, and get a free piece of pizza! (while supplies last, in the Terrace Grill by the Bayview Dining Room)***

***Sponsored by:  
The Career Center  
Building 10, Room 340  
(inside Counseling)  
650-574-6400 for appointments***

