



## **College Advisory Council Meeting Minutes**

**October 17, 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)

**S&O Reps** - Kelly Lorenz, Angela Persaud

**IPR Reps** - Alexander Iwachiw

**DERO Rep** – Charles Babian

**BSEC Rep** - Katherine Baldwin (Davia Brown-Franklyn subs in)

**Ex-Officio Reps:** Akilah Rosado, Shael Polakow-Suransky

### **Absent:**

Dave Mortimer (CP)

Sylvia Fan (Hsiao-Yi Fan) (IPR)

Robin Hummel (GSE)

Katherine Baldwin (BSEC)

Call to order at 3:35 PM

- **Administrative Stuff**
  - a. **Approved September Minutes** – attendance added, then unanimously approved
  - b. **Identify Secretary for November Meeting** – Angela (Nov. 14)
  - c. **2017-2018 Meeting Matrix:** 4 All College meetings added, 2 spring meetings to be set, 4 cabinet meetings, governance meeting to be held Feb 2.
  - d. **All-College Agenda – Oct 24**
    - CAC overview to be given
    - Introduction of CAC members
    - Shael to deliver 20 minute message/address
    - Facilities update
    - Davia goes over ice breaker activity for All College; attendees to be in groups of 5 or 6, and to be grouped by first letter of first name [A-E, F-J,

K-O, P-T, U-Z]. Each group is assigned a prompting question, which will be displayed on screen, and taking turns, each person will have a chance to answer and discuss the question.

Questions included: What is your favorite place in the world (even if you've never been there) and why? Describe a book you recently read.

Would you recommend it? Why or why not?

CAC gave more examples and recommendations.

Davia and Katherine to finalize questions for meeting.

e. Other: CAC reminded that website feedback meeting is on Oct 23, to RSVP, and to encourage constituents to attend.

- Discussions:

1. Events Committee: Gretchen's Email (summary attached)

Test Case: Response to Puerto Rico

- Akilah makes recommendation to change name of Social/Political Advisory Committee to Social and Policy Advisory Committee, to decrease chances of jeopardizing 501C3 status.
- Alex asked who would make revocation decision, and Akilah stated that Federal and State audits would do back-mapping of emails and other correspondence, that burden of proof would be on Bank Street, costing college money. Federal government could change the College's tax status, and demand difference in back taxes.
- Details of Gretchen's email read and gone over: increasing communications around all community events and committee work, can we create one place to capture and organize all of this information, and send it out to the entire community?
- Raised question: can CAC work within the community and structure available to us now?
- CAC would act as "clearing house": doing intake of information, coordinating push out to community.
- Questions raised: would be people be able to follow this push-out of info? What kind of timeline would be needed for submissions of information? Are all branches looking to collaborate on this kind of communication system? How could CAC be a part of structuring and mobilizing this kind of "clearing house" model? What would the shared work and goals be? What kind of checks would be put in place to keep information relevant? What criteria would information need to meet, in order to be part of send out to community?
- All in agreement that this feels like huge undertaking; CAC would build

and work towards monthly newsletter, and into position of acting clearing house.

- Akilah suggested bi-annual newsletter to begin; people want to know what's happening, even if they can't participate, we need to increase our presence and what our function is within community, as we are still new group.
- Kelly asks "what is our actionable piece?", and uses mobilization and volunteerism around Puerto Rico relief efforts, post hurricane, as an example.

## 2. Conversation with Shael

- How do we determine what's actionable?
- How we can be action-oriented?
- How do we bring our ideas to leadership in order to plant the seeds of College-wide collaboration?

Shael addressed the idea of being actionable. What is being actionable, and how do we talk to people, that changes how we do things, and what we do? He felt that a newsletter could be an actionable and strong start.

Akilah mentions that being actionable is about leadership. How do we practice leadership? Shael invests in people, holding ourselves accountable, revisit our charter (what was our original charge?), check in on and reflect on how our information is flowing, we are currently appear to be having a leadership gap, identify the work, where are we in it? How do we engage others? Are we serving our divisions?

Take aways:

- Is Word on the Street useful?
- Could CAC have column in Word on the Street?
- How could we use social media to get messages and information out to larger audience?
- Use monitor in lobby for community news.
- CAC to be part of creating a virtual bulletin board of events and info.
- Create Facebook page for CAC?
- Events calendar for community to be built into new website.
- Work we do/information needs to be easy to access.
- Creating graphic representation of existing projects and current work?
- Graphic of boroughs where Bank Street is doing work?
- Using Katie and Shara as professional communication resources

Adjourn 5:00 PM