

**Administrative Council Meeting Minutes**  
**Wednesday, November 30, 2016**  
**Kennedy 280B**  
**9:30 - 11:00AM**

**Attendees:** Jamie Costello, Maureen Keefe, Kathy Keenan, Velda McRae-Yates, Patrick O'Connor, Paul Paturzo, Alicia Perry, Bob Perry, Ernie Plowman, Susana Segat, Dan Serig, Mercedes Sherrod-Evans, Anne Marie Stein, Kurt Steinberg, Ken Strickland and Chris Wright

Diversity Chart

Please give Mercedes any updates on your areas of work. The chart needs to be updated and we need to know where project stand.

The next Diversity Council meeting is Wednesday, December 7<sup>th</sup> 1:30-3pm T552.

Please let Susana know if you have heard any chatter from the students in terms of the ACU demands. We need to have more concrete programming, before the students came back in January. We should think about implicit bias training.

Inclement Weather Notification Policy (Kurt Steinberg)

By 4am, Kurt, Howie LaRosee and Chief Dwayne Farley have to come up with a plan for closing the college based on weather. By 5:30am, Deputy Chief David McDade must make the final decision, then the message goes out to the community for Day classes.

Ken and Anne Marie and Claudia LeClair work with Kurt to find out if evening classes and events were cancelled.

Nicky Enriquez will put out the social media alerts.

We do not do delayed openings. The priority is always to at least allow studios to be open if it is safely possible.

Aerial Lift Safety Program (Kurt Steinberg)

The Aerial Lift Safety Program is a training program to teach proper aerial lift operation and safety procedures, based on the lift operation licensing system. Students have begun training with Dan Clayman. In the future, students will be able to be trained. Jamieson Wicks is the instructor. Gallery assistants and students can sign up for training. This eliminates the need to hire contractors to install work.

## Updates

We are 101% ahead in regular applications at this point. The common app is making us much more visible to prospective students.

Next week one of the NEASC evaluators will be on campus to sketch out how the April visit will look. There will be a meeting in DMC 205 on Wednesday, December 7<sup>th</sup> at 10:40am for this group to meet with the evaluator.

David will be doing the next FOF presentation for the Foundation Board Meeting on December 5<sup>th</sup>. There will be a community presentation on December 6<sup>th</sup> 1-2pm and December 7<sup>th</sup> 2-5 pm. There will also be a white paper published before Opening Day in January.

On December 7<sup>th</sup>, Mark Lipman (Alumni) is coming to display a civil rights film 'Arc of Justice' at 6:30, followed by a panel discussion.