

Community College *of* Philadelphia

MEETING MINUTES
Institution-Wide Committee
Monday May 23, 2011
2:30 p.m.

Isadore A. Shrager Boardroom
Community College of Philadelphia
1700 Spring Garden Street
Philadelphia, PA 19130

Committee Delegates Present

John Braxton, Judith Gay, Tom Hawk, Pascal Scoles, Sharon Thompson, Earl Weeks, Louise Whitaker

Committee Alternates Present

Bea Jones (voting), James Osborne (voting)

Guests Present

Arnold DiBlasi

I. Call to Order

The meeting was called to order by Pascal Scoles.

II. Approval of Minutes

The IWC accepted the minutes of January 24, 2011 with one abstention.

III. Old Business

None

IV. New Business

- (a) **College Policies and Procedures Memorandum No. 8: Academic Standards and Progress** (Information Item)

Discussion: Bea Jones discussed changes to College Policies and Procedures Memorandum No. 8. The changes are on page 5 and 6 and were prompted by new regulations for financial aid. There was a question about why the changes are being presented as an information item as opposed to an action item. The changes relate to federal requirements and clarify information for students who receive federal student aid. It was agreed that anyone may suggest changes to the wording. There were no suggestions.

(b) **Revision of the Acceptable Use Policy (College Policies and Procedures Memorandum No. 307)**

Discussion: Arnold DiBlasi presented proposed changes to the policy. The recommendations were prompted by Jill Weitz's concern that the College policy does not adequately address social networking. The discussion of the recommended changes centered largely on the need to clarify terms. After discussion, members of the IWC:

- Requested clarification of who is included in the policy. The policy refers to employees – is that the only group affected by the policy?
- Asked whether a policy is needed for all members of the College community (e.g., students, student clubs, Board members, Advisory Committee members).
- Asked for clarification of whether there needs to be a statement about enforcement of the policy and whether that should be on the web page.
- Suggested that the term “interactive systems” be revisited because that is an historical term that does not fit the current environment.
- Asked whether there should be a separate policy just for social networking.

Action Item: Recommend the Technology Coordinating Committee respond to the questions/suggestions from the members of the IWC, speaking with Jill Weitz as necessary for clarification (Osborne/Thompson).

Vote: Nine (9) in favor. Motion approved.

V. Adjournment

The meeting was adjourned at 3:25 p.m.