

NASSAU COMMUNITY COLLEGE  
Garden City, New York 11530

**Board of Trustees Policy & Planning Committee Meeting Minutes**

November 10, 2020

The meeting of the Policy & Planning Committee of the Board of Trustees was held via Zoom. The meeting was called to order by Chair Weiss at 6:26 p.m.

Committee Members Present: Kathy Weiss, Chair  
John DeGrace  
Emily Rivas

Committee Members Absent: Donna Tuman, Jorge Gardyn (ex-officio)

Also in Attendance: John Durso, Linda Green, Wanda Jackson,  
Ed Powers, George Siberón  
President Williams, Donna Haugen, Alla Brodsky

1. Chair Weiss requested a motion to approve the minutes of October 13, 2020. Trustee DeGrace moved the motion. Trustee Rivas seconded the motion. Motion carried 3-0.
2. Discussion: Policy 5100: Confidentiality of Student Records

Chair Weiss read the following resolution:

**RESOLVED**, that the Board of Trustees Policy & Planning Committee herewith affirmatively recommends and refers **Policy 5100: Confidentiality of Student Records** to the Full Board for a first reading and discussion at its next scheduled Board meeting, and that the same be subsequently incorporated into the policy manual of the Board of Trustees of Nassau Community College after the second reading by the Board of Trustees and the passing of the policy by the Board of Trustees.

Chair Weiss asked Ms. Brodsky to explain the purpose of the policy to the committee.

The FERPA policy just puts into policy format the process we already had about safeguarding the confidentiality of students records. The entire process is already posted on our website and is distributed to students on an annual basis, and has been for many years. The only change here that is of note is the definition of directory information. The directory information is a listing of pertinent information about the students that the College is permitted to release without obtaining students' written consent. We have added student email addresses to that listing, which is something that is very common at other colleges. However, we do have language in this policy that still leaves it up to the College's discretion to decide if we do receive a request whether or not to release any item of directory information. Traditionally, the College has been very conservative, and we never release listing of students' directory information to commercial organizations that are looking to fundraise or advertise their products. The change was made to allow us to release information to organizations such as NCC Alumni Association or other organizations where we feel it is a benefit to students. We've also updated the forms by which students can opt out having any of their information be designated as directory. We also update forms by which students can designate certain

people, such as a parent, who would have automatic access to review their educational records, and those forms and their purpose are explained in the policy.

Chair Weiss asked if there were any questions, there being none, Chair Weiss requested a motion to recommend Policy 5100 to the full Board. Trustee Rivas made the motion; seconded by Trustee DeGrace. Motion carried 3-0.

Chair Weiss made a motion under Article VIII section C(6) of the Rules of Procedure to allow for the consideration of an item that does not appear on the Calendar. Trustee Green seconded the motion. Motion carried 3-0.

### 3. Discussion: Revisions to Policy 7350 Demonstrations on College Property

Chair Weiss reported that since the October Policy & Planning Committee, Dr. Williams and his team held Listening sessions related to Policy 7350 and subsequent to comments received during the two public forums held with faculty and one public forum held with students the policy has been modified. She asked Ms. Brodsky to explain the changes.

Ms. Brodsky reported that it was very helpful to receive feedback from faculty and staff. Some of these revisions in our mind were implied in the policy but it turned out that they were not very obvious to those reading the policy, so we made the revisions in order to make a few things very explicit.

Language was added to point out that the purpose of the policy is not to suppress speech or dissent in any way. Language was also added to clarify that decisions on all proposed demonstrations will not be made based on any individual or group's ideology or perspective, and that all such decisions will be both viewpoint-neutral as well as content-neutral. The purpose of the policy is to make sure College operations continue on in a peaceful matter. To that end we also made clear that all decisions on a proposed event or demonstration will both be "content-neutral and viewpoint neutral".

- Reference was made to Policy 7100 ("Use of College Facilities") to point out that while individuals not affiliated with the College may not hold a demonstration on campus unless they are affiliated with a College group/individual, they may request to use or rent College facilities in accordance with the College's Facilities Policy.
- Two additional locations were added to the list of potential demonstration sites, the Quad and the area in front of the Physical Education Building, and allowance was made to allow event organizers to request to hold an event in another place on campus.
- The timeline for submitting a request to hold a Demonstration was shortened from 1 week, to "48 hours or as soon as practical". This change was made to address the comments received from College employees that the one-week notice requirement is unreasonable.
- Language was added to clarify that all decisions on a proposed demonstration/event will be communicated by Administration to the requestor(s) in writing. If an event is not approved, the reason for this will be provided as well, to allow organizers to modify the event in such a way that it may be approved by the College.

- New Section IV was added to the policy to list prohibited conduct during demonstrations (i.e., destruction of property, entering private offices/spaces, carrying weapons, etc.) This section was modeled on [SUNY Policy For the Maintenance of Public Order](#). That policy is not binding on Community Colleges; however, it serves as guidance for which behavior could lead to a demonstration being dispersed, and may subject the violators to discipline.

Trustee Jackson commented that she listened in on the first session and appreciated the spirited discussion and emotional responses to being able to have the right to protest.

Dr. Williams complemented Trustee Jackson's remarks by stating that this updated version is a collaborative effort and a true testament to outreach to the college community – listening to people's thoughts and concerns – in order to form a policy that is appropriate for our College. In noting that this policy has gained the attention of an external organization, he emphasized that we are adhering to [Policy 1300](#) on Policy Development and following the appropriate process guided by shared governance to take into consideration feedback from internal constituents and the Board to make adjustments that will move the College forward. He thanked all who have participated in the process.

Chair Weiss asked if there were any questions or comments, there being none, the committee agreed to proceed as scheduled with the updated version of Policy 7350 for a First Reading.

Chair Weiss asked if there were any other items for the Committee to consider. There being none, the meeting adjourned at 6:40 p.m.

Respectfully submitted,

*Donna M. Haugen*

Donna M. Haugen  
General Counsel