## College Planning Council Minutes November 16, 2022, 3 p.m. / E-112 https://ccconfer.zoom.us/j/87885035575

- 4. BP 4042, Open Educational Resources and Low-Cost Textbooks
  Through action of the CPC, this item was tabled to the next CPC meeting.
- 5. Operational Memorandum (OM): Milestones and Memoriam
  - Dr. Hough presented an overview of a draft Milestones and Memoriam operational memorandum. After presenting the proposed document, he opened the floor for discussion and input.

## Suggestions

- Birth or adoption of a child
- Death of a parent/guardian
- Dean of a retired employee, consider how long since retired
- Bectronic birthday card as opposed to a written card
- An opt-out option; make part of the new employee onboarding