

# CFS Governance Council Minutes

October 11, 2012

1:30 PM

MHC 2301

<b>ATTENDING MEMBERS</b>	Nancy Burrus, Donna Burton, Kim Crosland, Dawn Khalil, Marty Kledzik, Tom Massey, Storie Miller, Dina Martinez, Ray Miltenberger, Liz Perkins, Cindy Shockley, Tim Weil
<b>ABSENT MEMBERS</b>	None
<b>VISITING PRESENTERS</b>	
<b>OBSERVERS</b>	
<b>REVIEW OF PREVIOUS MINUTES</b>	The July 24, 2012 minutes were approved. There were changes to include Tim Weil as being absent at that meeting, as well as listed as a returning member.

Agenda: (attached)

## CFS GOVERNANCE LEADERSHIP ROLES

<b>DISCUSSION</b>	CFS governance leadership roles and amendments to CFS governance document
<p>Marty Kledzik and Liz Perkins discussed the request for a change in the CFS Leadership roles to require that the council chair hold a faculty position. Additional amendments to the bylaws were discussed and will be sent to CFS group to vote for or against. Proposed amendments to bylaws are:</p> <p><u>Page 8 - 4<sup>th</sup> paragraph, 2<sup>nd</sup> sentence.</u></p> <p>Current - Either the CFS Governance Council Chair or Vice Chair will hold a faculty position.</p> <p><b>Proposed - The CFS Governance Council Chair will hold a faculty position, and the vice chair will hold a staff position.</b></p> <p><u>Page 10 - final sentence on page.</u></p> <p>Current- As noted under Membership, one of these positions should be held by a faculty member to ensure communication of and attention to issues specific to Faculty lines (e.g., assigned faculty duties, tenure and promotion, faculty evaluations).</p> <p><b>Proposed- As noted under Membership, the CFS Governance Council Chair should be a faculty member to ensure communication of and attention to issues specific to Faculty lines (e.g., assigned faculty duties, tenure and promotion, faculty evaluations).</b></p> <p><u>Page 20 - first sentence.</u></p> <p>Current- This governance document will be reviewed by the CFS Governance Council, in</p>	

collaboration with the Department Chair and Leadership Team, in January of each year to determine if there is need for any revisions.

**Proposed - This governance document will be reviewed on an as-needed basis but at a minimum of yearly, in January, by the CFS Governance Council, in collaboration with the Department Chair and Leadership Team to determine if there is need for any revisions.**

Marty Kledzik and Liz Perkins agreed to switch leadership positions. Liz will now serve as Chair and Marty will serve as co-chair. A unanimous vote by the council approved the leadership change.

<b>MOTIONS</b>	After discussion regarding the bylaws language, a motion was made by Tom Massey to approve the proposed changes on Page 8 and Ray Miltenberger seconded the motion. Tom Massey made a motion to approve the proposed changes on Page 20 and Tim Weil seconded the motion. Both motions were approved.
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Prepare a survey for CFS to vote on approval of the bylaw changes.	Nancy Burrus and Storie Miller	10/26/2012

## **FACULTY/STAFF COMMITTEES**

LIZ PERKINS

<b>DISCUSSION</b>	Implementing CFS governance council faculty/staff committees
Liz Perkins discussed the need for faculty and staff sub-committees to meet before each CFS Governance Council meeting.	
<b>MOTIONS</b>	This item was already in the CFS Governance Council document so no motions were necessary.

<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
It will be determined each time before the main Governance Council meeting if there are issues that need to be discussed in faculty or staff sub committees. If so, meetings will take place in advance and items will be shared at the main Governance Council meeting.	Liz Perkins (Faculty) Marty Kledzik (Staff)	

**REPORT FROM THE CFS LEADERSHIP**

KIM CROSLAND

<b>DISCUSSION</b>	During the last CFS Leadership Team meeting, Dean Serovich attended. Each of the team members provided brief overviews of activities and successes of the areas they oversee.

**REPORT FROM THE CBCS FACULTY COUNCIL**RAY MILTENBERGER  
AND TOM MASSEY

<b>DISCUSSION</b>	Dean Serovich provided information given at the Spring Assembly. In addition, and also briefly discussed the university plan to follow operating procedures similar to Ohio State University. Two areas for potential impact are the need for increased funds from external grants and charging for office space/facilities. These changes will not take effect for a few years.
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**STAFF MEMBER REPLACEMENT**

LIZ PERKINS

<b>DISCUSSION</b>	Due to the resignation of Julie Franklin, another staff person is needed on the council. The governance document states the council can select another representative. Liz Perkins shared with the council that Marilyn Cureton had indicated that she would be willing to replace Julie.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Marilyn Cureton will be asked to join.	Liz Perkins	

**OTHER BUSINESS**

STORIE MILLER

<b>DISCUSSION</b>	Storie Miller suggested that a flyer or email be distributed to remind faculty and staff who the representatives on the council are and that they are available to discuss any issues or concerns someone may want addressed at the meetings.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
The information will be shared via an email notice and in the upcoming department newsletter.	Dawn Khalil/Storie Miller	

<b>NEXT MEETING DATE</b>	December 13, 1:30 MHC 2310
<b>ADJOURNED TIME</b>	3:00 PM