

CFS Governance Council Meeting

April 8, 2010

10:00 – 11:30 AM

Westside A

In attendance: Michael Greeson, Tracy-Ann Gilbert-Smith, Ray Miltenberger, Aleatha Neal, Cindy Hipple, Janet Reyes, Norin Dollard, Kathleen Ferreira.

Absent: Tim Weil, Kimberly Crosland, Don Policella

A. Call to order:

Michael Greeson, Chair, called the meeting to order at 10:05 AM

B. Minutes Approval:

February minutes were distributed for review and amended to include Dr. Richard Briscoe as a guest at the February meeting. The motion to accept the minutes was approved.

C. Review and Approval of Agenda Items:

Item # 1 under F. New Business should have read CFSGC Election of New Members. Correction was made and the agenda approved.

D. Committee Reports

1. FMHI Faculty Council: No report.
2. FMHI Executive Committee: This committee held its first meeting which served as an orientation to explain the mission, vision, and goal to its new members. The members were tasked with reviewing the research roadmap previously developed, in addition to the Department Chairs' original vision document. It was strongly emphasized that research will be a priority item. The members were also asked to develop short and long term goals, with the Chairs tasked to identify priority items. CFS is the only department with a staff, as a representative, and is the only department with 3 member representative. These members include Kimberly Crosland, Norin Dollard, and Janet Reyes in addition to the CFS Chair.
3. CFS Leadership Meeting: Meeting to be held Friday, April 9th. The CFS Leadership Meeting comprises the Division Directors, Senior Administrators and the CFSGC Chair. Michael will solicit the assistance of the Division Directors to encourage faculty and staff to participate in the CFSGC review and approval of the governance document as well as nominating persons for upcoming elections.

E. Unfinished Business:

1. CFSGC Governance Document: Michael's suggested changes to the email communication that was circulated to the CFSGC members were accepted. Those changes will also be reflected on the survey which was developed by Michael using Survey Monkey. All faculty and staff will receive the old and new CFSGC Governance Document for review and the voting will be open for 2 weeks. Majority vote on each item will determine whether or not each individual change is accepted, and the overall document will be considered ratified based on majority vote on each item. Michael will also use this opportunity to remind all faculty and staff of the upcoming election of members and the importance/derived benefits of participating in the CFSGC.

F. New Business:

1. CFSGC Election of New Members:

- Janet, Aleatha and Tracy-Ann (CFSGC Election Sub-Committee) will coordinate the election effort. This will entail amending last year's election email and voting procedure. Either Survey Monkey or Qualtrics will be used to develop the voting process. The election sub-committee will communicate via email with the CFSGC members and may convene a meeting in May to finalize the election process. Election of new members will occur prior to the June meeting, and officers will be appointed at the June meeting. There are 7 positions that will need to be filled.

2. BCS Faculty Governance:

- The CFS nominees are Mary Armstrong, Rose Iovannone, Lise Fox, and Karen Berkman. The voting process is currently open.
- To date, no feedback from the University Provost regarding the BCS Faculty Governance document.

3. Other Business:

- Janet informed the Council that the long-term OPS employee is now a full time staff.
- Michael reminded the Council that Kim Crosland is the Chair of the CFSGC Faculty Sub-Committee and all CFSGC faculty are automatic members of that sub-committee.

G. Reminders/Announcements

1. Next Meeting Date: June 10, 2010 10:00-11:30am (Westside A) (May meeting might need to be held related to elections)
2. Notes/Snacks – ADMIN

Meeting adjourned at 10:55 am.