

CFS Governance Council Meeting
August 13, 2009
10:00 – 11:30 AM
Westside A

In attendance: Michael Greeson, Tracy Ann Gilbert-Smith, Kimberly Crosland, Ray Miltenberger, Janis Prince Inniss, Aleatha Neal, Cindy Hipple, Janet Reyes, Don Policella, Robert Friedman

Absent: Kathleen Ferreira, Norin Dollard, Tim Weil

Call to order: Michael Greeson, Chair, called the meeting to order at 10:07 AM

Minutes Approval: June minutes were distributed for review. The minutes were approved.

Agenda Approved

Committee Reports

1. FMHI Faculty Council: Minutes from Norin were distributed. FMHI members are not happy with FMHI losing its unique identity since becoming part of BCS. Three members from Dean's Office attended, not all Departments were represented. Aleatha Neal expressed her confusion about BCS /FMHI structure. Janet Reyes explained that FMHI and BCS have different missions but are connected. Ray Miltenberger used the structure of Tampa as city of Florida, Hillsborough County, etc. to explain the structure of BCS & FMHI. Janet Reyes added that FMHI is a brand name known in the University and Community that needs to be maintained for funding purposes.
2. Faculty Committee: No update.
3. Institute Council: Tracy Ann Gilbert reported June 24th & July 28th meetings were held. Budget issues were discussed -No cuts planned, budget is stable for now, but we need to continue to be prudent and proactive. Another issue discussed was RFM (Research Financial Management) not effectively monitoring invoices; therefore there is a high amount of outstanding money from various departments not collected. Janet Reyes explained how the process is broken at the University level. RFM did not do Federal or State draw downs for 8 months due to automated process failure and no one noticed. She also suggested that those with research projects need to make sure the money is being drawn down. The 35 years anniversary celebration was also discussed. The Dean is soliciting ideas and has created a committee for this purpose. Also discussed, August 28th -Salad Bar fundraiser event with funds being used to support the October 23rd Faculty/ Staff Event) and the November 13th event where a film will be shown. It was mentioned that Andrea Johnson was hired as a part time marketing person, Erika Goodrich will be staying with the Dean's Office and that the Dean is looking for help with nominees and attendance for the FMHI Distinguished lecture Series. A new state

law regulating “double dipping” was mentioned. The new law requires that a retired employee wait six months before returning to any position at USF.

4. CFS Leadership Meeting: Michael Greeson attended. Some of issues discussed: 1) Draft of brain storm from Chairs meeting regarding FMHI role in BCS, 2) Budget and Travel-Importance and impact of new travel procedures. The team will be reviewing promotion documentation. The next meeting will be in about 2-3 weeks.
5. RO/RI Workgroup: Don Policella reported the Committee was not functioning right now, he suggested that it should be reactivated due to the new policies regarding “swiping” RO/RI residual funds. It was also suggested for all those potentially affected to make comments to the University & Constituents. This was discussed at the Faculty Council with the approach of studying the situation on a case-by-case basis. Janet Reyes mentioned that comments are due August 24, 2009. She explained that the residuals of funds should be sent back to sponsors not to University E&G. Michael Greeson suggested to bring up the issue to Mario Hernandez to discuss. Motion seconded by Don Policella.

Unfinished Business:

1. Governance Document: Tabled until next meeting, Cindy Hipple reported it is waiting for comments.
2. Assigned Faculty Duties: Bob Friedman reported they were finished and sent forward.

New Business:

1. Suggestions of activities to generate interest in CFSGC:
 - Janet Reyes refers to meetings with guest speakers as having been well attended in the past and seem to be of more interest.
 - Don Policella suggested inviting comments from people-Why they will attend and what topics would most interest them? Also, Don suggested that we remind people about the meetings at the Fall CFS Luncheon
 - Tracy Ann Gilbert suggested recognition of people – Making certificates of appreciation for faculty, A&P, staff, etc. to motivate attendance at Department Level. Don Policella seconded her idea. It was agreed to request 5 minutes at the CFS Fall Luncheon for this purpose. Tracy-Ann asked to send more ideas to bring departments together to her e-mail.
2. Inclusion of long-term OPS employee: Tabled until the next meeting.
3. Update of CFSGC Website: Updates have not been posted since December 2008. Web master position is currently vacant; Michael Greeson will research options for possible updates of website.

Reminders/Announcements

1. Next Meeting date: October 8, 2009; 10:00-11:30am (Westside A)

2. Notes/Snacks – DARES

Meeting adjourned at 11:12 am.