

CFS Governance Council Meeting
October 1, 2008
10:00 -11:30 AM
MHC 1329

Attending Members: Rene Anderson, Shirley Baer, Norín Dollard, Sandra Dwinell, Kathleen Ferreira, Robert Friedman, Heather George, Michael Greeson, Ruby Joseph, Ray Miltenberger, Don Policella, Janis Prince Inniss

Absent Members: Sharon Denninger

Guest: Carly Henry, Carol MacKinnon-Lewis, Tracy-Ann Gilbert-Smith

Call to order: The meeting of the CFS Governance Council was called to order by Kathleen Ferreira, Chair.

Review of minutes: The August 6th meeting minutes were distributed for review. The minutes were approved as amended.

Agenda Review: The following agenda items were revised: added CFS Impact to New Business.

Committee Reports:

Institute Council –Don explained that the committee met on Tuesday, Sept 23. The committee discussed cross-cutting research initiatives and Roger Peters talked about USF Research Week (November 3-7). There is a College of Behavioral & Community Sciences poster session planned for Tuesday the 4th at the Research Park Atrium. Roger Peters is coordinating an FMHI poster and panel presentation for that week, as well. Don discussed compact planning and advised the council to look at it ASAP. Rick Jones also touched on the issue of upcoming IT centralization.

FMHI Faculty Council: Norín advised that there was nothing new to report on since there has been no meeting since the last report. The committee had been meeting twice a month but recently dropped down to once a month.

Faculty Committee: Heather noted that the committee met last week and discussed various classifications for positions across the departments. The goal of this project is to provide guidance across the board on assigned faculty duties. This group plans to have the proposal completed by November 1st. Kathleen said that she felt like it will be in draft form by that time but that to have the completed product by that time is not realistic. The draft is currently being created by email. The preface will include a statement of principles.

CFS Leadership Team Meeting: The copy of the Proposed Timeline for Faculty Evaluation was circulated. Cindy Stark and Catherine Batsche will train individuals on the electronic system that will keep track of assigned duties, percentages, etc. With this FAIR system, the faculty themselves will input information into the system. A handout explaining the winter break schedule was circulated.

CFSGC Award: Mario asked that the council consider whether they want to give an award at the fall luncheon. After much deliberation, it was agreed that the council would not present an award this year.

RO/RI Workgroup: Don stated that the workgroup began meeting to discuss RO/RI information. Glenda did prep work (which was distributed in a handout to committee members) indicating E&G funds, two RO accounts and Carryforward funds. She has also volunteered to work with individuals in each division to gather information to help us understand the use and activities of these funds.

Unfinished business:

Establishing role within CFS/FMHI/USF:

Sandra noted that they are very close to having a condensed version of what goals are, based on a summary that highlighted the council's responses. These same questions will be sent out to the CFS department within the next couple of weeks for feedback.

New Business:

Speaker

It was noted that this was the first meeting in a while without a speaker. The group agreed that the next meeting should include Council representatives from the other FMHI Departments. Discussion will include issues that face FMHI as an entity. The future of FMHI and its position within the new College of Behavioral and Community Sciences was discussed at length. Bob agreed to write a position statement. He will send it out to the committee members within the next week.

CFS Info Packet

Sandra provided a sample of the CFS Information Packet. It is being designed for use as a marketing piece both here at university and externally to explain what we are and what we do. Packets have been circulated to the Division Directors & Center P.I.'s with a request for updates by Friday, October 3. Following this, the packet will be revised and the information will be used to update website.

Meeting date/time

Kathleen asked if anyone on the committee had any suggestions for changing date/time of the meetings. All agree to keep the current meeting schedule as it works for the majority of council member's schedules (as reflected by attendance).

Reminders/Announcements – The next meeting will be held on November 5th. TREaD is responsible for the meeting's notes and snacks.

The meeting adjourned at 11:30.