

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

Members In Attendance: Michael Greeson, Kimberly Crosland, Kathleen Ferreira, Ray Miltenberger, Janis Prince Inniss, Aleatha Neal, Cindy Hipple, Don Policella, Robert Friedman, Tim Weil, Norin Dollard, Tracy-Ann Gilbert-Smith

Members Absent: Janet Reyes

A. Call to order:

Michael Greeson, Chair, called the meeting to order at 10:09 AM

B. Minutes Approval:

October minutes were distributed for review. The minutes were approved.

C. Review and Approval of Agenda Items.

D. Committee Reports

1. Faculty Council: Tim Weil reported that the Faculty Council met and reviewed the BCS Governance document and processes as they are now written. Faculty Council will meet after the BCS Governance Document is approved by the Dean and Provost. No estimate of the time line is available. It was agreed that should the steps related to the ratification and approval of the new BCS governance be completed in the coming weeks/months as planned, and then the Faculty Council will dissolve itself.

2. FMHI Institute Council

The FMHI Institute Council, in the new BCS structure, will no longer exist. The FMHI Executive Committee will be formed soon and should be functioning by Spring 2010. The purpose of the new FMHI Executive Committee is to address issues that are specific to the mission and uniqueness of FMHI. The group will be action oriented. This group would not be involved with governance, as that will be under the umbrella of the BCS Governance Council. The FMHI Executive Committee will have appointments and elections by methods approved by the governance council in Spring 2010 and the representation would include the Executive Director, the Associate Dean for Research, the three Department Chairs and 3 nominated/elected faculty members (one from each Department) and 3 nominated/elected at-large representatives. Mario Hernandez will likely be the information source from this group to the CFS Governance Council. The need for the flow of communication between the new FMHI Executive Committee and the Departments Governance Councils (i.e. MHL &

CFS) was explicitly expressed, and it was recommended by Council members that a CFS member of the new Executive Committee be invited to report to the CFSGC on activities of the Committee. The upcoming selection of Associate Dean of Research will be very important, as this person will play an important role in this Committee.

3. CFS Leadership Meeting. The group has not met since its last meeting. Issues that were raised at the last meeting included:
 - a. Assigned Faculty Duties being directly tied to promotion opportunities.
 - b. Fixed price contracts that need to be followed more closely. CFS will set up a system so that all projects will be monitored, invoiced and close outs completed in a timely manner.
 - c. It was noted that Bill Herstek has been identified to oversee the IRB and Human Subjects certification for CFS to ensure timely re-certification and compliance. This issue may be tied to increased quality assurance as there is currently no CFS-wide system in place for oversight.
 - d. Post Doctoral appointments were discussed.
 - e. Norin asked if there will be a CFS Leadership meeting scheduled soon. She would like to know if discussion will include the role of faculty and staff in the area of budget cuts, etc., as we approach a new fiscal year.
4. RO/RI: F&A rebate formula has been changed from 30% to 20% with the division formula resulting in each (Dean's Office, Department, and Division) receiving 6.6%.

E. CFS Governance Document (Kathleen Ferreira)

This document is being reviewed and modified. A vote will be required if any substantive changes are recommended. Norin suggested and the rest of the Council agreed that any changes to the document wait until early, 2010, after the approval of the BCS Faculty Governance Document, as this may have an impact on items within the document. It was also noted that the elections of the Chair and Vice Chair be changed to state that one of these positions be held by a faculty member. This seems to be a necessary change, because faculty members receive certain email notifications that other job classes do not receive. As such, a disconnect is created, and actionable items that are specific to faculty and need quick dissemination and feedback may not be addressed in a timely manner. It was agreed by all that the CFS Governance Document be modified accordingly. Kathleen noted that this is a substantive change that should probably be put to a vote.

F. New Business

1. Update on the BCS Faculty Governance

The BCS Governance Document has been ratified. Ray reviewed the email sent by Terry Chisolm that described changes that were made to the document during the ratification meeting. This included a modification that notes that the Chair and Vice Chair are not required to be tenured faculty and there will be two

representatives for each department. In addition, each department will have equal representation during voting and as representatives of the Curriculum Committee.

Norin suggested that there be an FMHI caucus, and a Council member asked about the recommendation that there be an FMHI at large member of the BCS Governance Committee. Ray noted that the ratification meeting was collaborative and well done, and he did not feel the necessity to have a larger number of representatives for FMHI faculty or to press these issues further with the ratification committee. Ray stressed the fact that all of these changes are still subject to approval by the Provost.

2. Update on CFSGC website

Jason Zipperer is the new CFS IT employee who has been making updates to this website in a timely and efficient manner. One more OPS employee will be added to assist CFS and the Dean's Office.

3. USF Refill for Good Program

The use of reverse osmosis machine for water purification was discussed for FMHI. At the committee's request, Tracy-Ann will follow up on the details and costs. Bill Herstek will be contacted about current practice at FMHI regarding filter changes in the water fountains.

G. Reminders/Announcements

1. Next meeting date: February 11, 2010

2. Notes/Snacks and meeting schedule

February	Policy
April	TREaD
June	Admin
August	DARES
October	State & Local
December	Policy

H. Adjournment

Meeting was adjourned at 10:55AM