

# CFS Governance Council

June 19, 2014

2:15 PM

Westside D

## Minutes

**Members In Attendance:** Jolenea Ferro, Donna Burton, Sarah Bloom, Elizabeth Perkins, Andrew Samaha, Tracy-Ann Gilbert-Smith

**Call to order:** The meeting was called to order by Sarah Bloom at 2:20PM

**Minutes Approval:** Jolenea Ferro made the motion to approve the minutes of March 27, 2014. Seconded by Donna Burton, and passed unanimously.

### Committee Reports/Updates

**1. CFS Leadership meeting :**

- Sarah Bloom reported there was no update from the CFS leadership committee.

**2. Faculty Meeting update:**

- Tenure and Promotion: There was a discussion of tenure and promotion standards and guidelines. It was decided that a committee would be formed to work on guidelines. So far, the following faculty committee members have volunteered to work on documents: Andrew Samaha, Jolenea Ferro, Lise Fox, and Karen Childs. In order to reflect the diversity of the department, Sarah Bloom will also send an email requesting volunteers from the other programs in the department.

**3. Admissions Committees Amendment to CFS Governance Document (Bruce Levin):**

- This document was tabled from the March meeting. However, it cannot be address today because Bruce Levin indicated he needs more time to work on the document.
- Donna Burton will work with him and send it out in an email before the next meeting so people will have a chance to study it beforehand.
- It was noted that one issue was that student affairs had been included as part of the admissions committee in the document that was submitted.

#### **4. Other CFS Governance documents update (Sarah Bloom)**

##### **a. Emeritus Policy**

- CFS leadership team has identified a need for an Emeritus policy, especially regarding space, email use, parking etc.
- It was decided to form a committee to develop a document and that document must align with university policy. The first order of business for this committee will be to see what policies other departments in the college have and review them along with any university-wide policy.
- Liz Perkins and Tracy-Ann Gilbert-Smith volunteered for the committee.
- Sarah Bloom will also send out a general request to see who else will join the committee. The committee will look for volunteers from the entire department. The draft will be reviewed by this committee and the CFS leadership team and will then be sent to the department for input. This general review will also include current emeritus professors.

##### **b. Areas of uncertainty identified in the Governance Policy**

- Sarah Bloom will address a couple of “grey” areas she’s identified in the governance documents. She will make changes and bring them to our council for review at the next meeting. These issues include: a) College governance representation and election and b) service of those representatives on the CFS Governance committee.

#### **5. Dates for 2014-2015 meetings**

- a. Two dates were set, Monday, September 15 and December 8. The Faculty Committee will begin at 1:00 pm and the CFS Governance Committee at 2:00 pm. Sarah will check on possible spaces.
- b. Spring meetings will be scheduled at a later time so all members can participate. Sarah will send out a Doodle after faculty get their spring teaching schedules.

#### **6. New Business:** There was no new business

The meeting was adjourned at 2:54