

CFS Governance Council Meeting  
June 8<sup>th</sup>, 2015

Attending:

Sarah Bloom, Michelle Kobus, Ron Menard, Tracy-Ann Gilbert Smith, Aleatha Neal, David Chiriboga, Sonya Jones, Karen Childs, Brenda Clark, Debra Mowery, Norin Dollard, Steve Roggenbaum, Andrew Samaha

Missing:

Donna Burton, Elizabeth Perkins (excused)

1. Call to order
2. Minutes approval: David Chiriboga proposed to approve, Andrew Samaha seconded. Minutes of the March 2015 minutes were approved by unanimous vote
3. CFS Leadership meeting updates:
  - a. Some departments pay graduate students as research or teaching assistants, but sometimes they find additional employment at other universities teaching online classes.
  - b. Some of these latter students are slow to finish their programs and some may use USF-produced materials to teach those external classes. Both slow-to-finish students and those who use USF materials to teach at other institutions pose problems that need to be addressed
  - c. Units within the department should fill out expense reports so the department can better predict expenses
4. Election Update: The new roster includes David Chiriboga, Debra Mowery, Steve Roggenbaum, Brenda Clark, Michelle Kobus, Donna Burton, Aleatha Neil, Karen Childs, Norin Dollard, Tracy-Ann Gilbert-Smith, Sonya Jones, and Tracy-Ann Gilbert Smith, and Andrew Samaha. Lise Fox is the representative to the CBCS Faculty Council, and Jolenea Ferro has been nominated as Faculty Council alternate [After the meeting it was noticed that the roster includes 13 regular members
5. CBCS Faculty Council Election Update: We planned to have another election to elect our second faculty council member to CBCS. We are merging with Rehabilitation and Mental Health Counseling (RMHC). But they cannot serve. So Jolenea Ferro has been nominated and the voting has started and will be open until the 11<sup>th</sup>. Jolenea will serve as the alternate for Lise Fox and will become the 13<sup>th</sup> member when Lise cycles off.
6. Governance Document Voting Update: Three amendments will be voted on soon via survey monkey. The fourth one needs to be changed. It is the response to the changes made to the promotion and tenure guidelines. It brings the governance document in alignment with the new guidelines. There are apparent contradictions in the chart that describes what guidelines different people will use for Tenure and Promotion, in addition, we need to know the date that the guidelines go into effect.

7. Organizational Chart Update: this has been postponed until the CFS merges with Rehabilitation and Mental Health Counseling.
8. Election for Chair, Vice-Chair, and Secretary positions:
  - a. Chair - David Chiriboga self-nominated – unanimously approved
  - b. Vice Chair – Sonya Jones self-nominated – unanimously approved
  - c. Secretary – Tracy-Ann Gilbert Smith self-nominated – unanimously approved
9. Dates for upcoming meetings
  - a. September – 21<sup>st</sup> [Faculty sub from 1 to 2pm, Council from 2-3pm]
  - b. December – 7<sup>th</sup> [Faculty sub from 1 to 2pm, Council from 2-3pm]
10. New business –we discussed the organizational structure of CFS pre and post merger with RMHC
11. Adjournment