

CFS Governance Council Meeting Minutes

8/28/2017

Introductions

In attendance: Sonya Jones, Debra Mowery, David Chiriboga, Brenda Clark, Sarah Balmer, Aleatha Neal, Christina Dillahunt-Aspillaga and Tracy-Ann Gilbert-Smith.

Old Business

Minutes Approval

Minutes were accepted by motions from Aleatha Neal and Sarah Balmer.

Update on Maintenance Issues

Bathroom issues such as daily cleaning and general maintenance of bathroom/replenishing toilet paper/paper towel still remain a cause for concern. Faculty/staff have been following the protocol of submitting online work orders, however there is no way to know when these requests have been completed. The committee is suggesting that an electronic confirmation would help in this regard.

Governance Document

The revised CFS Governance Document was approved.

New Business

Update on budget: Per Lynn C.

“we are just beginning our forecasts for the year and will be discussing Salary Savings with the Leadership Team at next Leadership meeting (August 29). We have also spent a good bit of time in bringing the new RightPath folks on board and getting their budget squared away from the Provost’s Office.”

Department and Faculty Credit for Courses (co-instructor) in another department (SCH and FAIR issues – access to Banner)

Debra been sending reminders to instructor and co-instructor and to the ABA, Rehab & Counselling and CABH administrators responsible for their areas.

New Division – Rightpath

The current CFS administrative team has been managing the Rightpath administration. Elizabeth Ingram is their only administrative person. The CFSGC Council would like a description from Mario regarding Rightpath. The information provided by Mario will help the council with the edits that will be needed as Rightpath is incorporated into the governance document. The Rightpath faculty and staff will be eligible for next year’s CFSGC.

Other New Business

CBCS Research Council

The CBCS Research Council. After review of the six nominees, the faculty subcommittee voted for Marilyn Stern as regular member of the CBCS Research Council, and for Mathew Foster as alternate.

Compensation/Plagiarism

David to bring to CFS leadership team meeting issues related to faculty/staff compensation. Student plagiarism was discussed because it is becoming an area of concern. As a department, should CFS have some kind of online plagiarism lecture available, and possibly a requirement for all online programs. Steve Roggenbaum and Jolene Ferro may have materials that could be used.

Health & Wellness

The council discussed a health and wellness campaign that would entail a mobile fitness app. Brenda Clark will follow up on this suggestion with Nancy Wisgerhof – CBCS HR Director regarding ideas for a faculty and staff health promotion campaign.

Building Maintenance

There are still issues with cleaning bathrooms and general building maintenance that need to be addressed. David to follow up with Mario.

Next Meeting: Monday, December 4, 2017 at 1pm (MHC 2502E)