Members in Attendance:
   Sarah Bloom (Chair), Andrew Samaha, Tracey-Ann Gilbert Smith, Ron Menard, Rene Anderson, Lise Fox

Apologies:
   Liz Perkins, Jolenea Ferro, Karen Childs

Call to Order: Sarah Call to order: 2:07

Minutes Approval: Move to approve last meetings’ minutes
   a. It was noted that the minutes from last meeting were incomplete
   b. Rene: seconded

Discussion Items
1. Brief Committee Reports
   a. CFS Leadership Meeting has been schedule for January 5th, so there will be an update at our next meeting
   b. Partnering CFS and Rehabilitation and Mental Health Counseling
      i. Faculty voted unanimously
2. Last time we met, we agreed that programs and certificates all created their own admissions committees. That recommendation was shared with those programs.
3. Pre-proposal for PhD in Behavioral and Community Sciences
   a. The group is going forward with their proposal
4. Governance Council has no procedures for election of CBCS representative
   a. The document currently says that one of the representatives may attend and participate in the council. Historically, both members have attended. Historically, they have also represented both Tenure-line and non-tenure line groups of faculty.
   b. We might codify this practice in the governance document
   c. Options:
      i. They both get votes
      ii. They only both get votes if there isn’t enough for a quorum
      iii. They both get votes, and we add a 15th member so we still have an odd number of votes
      iv. Only the primary gets to vote, both we alternate from we pool we decide the primary is (either tenure-line or research)
      v. Alternatively, we start behaving according to the document and possibly assign one to be primary, and the other person to be a backup if the primary cannot attend.
   d. ToDo:
i. Let’s send out an email of these options and discuss at the next meeting.

ii. Invite an email-based discussion, including whether to hold it for a March meeting, or discuss it online

5. The CFS Tenure and Promotion Committee (Lise),
   a. Urgency surrounds defining the tenure-track path. The group is developing criteria that link to a process that is happening at the college level. The College needs to get wrapped up early winter so it can be approved by the Provost.
   b. Once the group solidifies what merits for Research Professor line, we will probably just be pulling out the research, i.e., people in research will probably just focus on research.
   c. The group has had 2 meetings so far. The immediate goal is to just develop some language that is responsive to some changes that happened in the faculty senate. A goal in the next meeting is to land on some draft language. In January, the group hopes to have a full draft document to present to the faculty, have an open meeting, and ask for edits.
   d. An additional meeting will happen at the very end of January and present the final language to tenure-earning faculty and conduct a vote then.

6. Concerns and suggestions from the Orbitz for Business Travel Group
   a. Another meeting with additional constituents will occur
   b. There needs to be a clear process for getting an exception

7. Identification of dates for next two meetings
   a. Monday, March 16th
   b. Monday, June 8th

**Adjournment:** Motion to adjourn by Ron, seconded by Lise.