

Meeting Minutes
Governance Steering Council
January 16, 2014

Present: Giordana Segneri, Margarita Cardona, Catherine Johnson, Michael Carrington, Dan Gerlowski

Not Present: Sydney Comitz

1. Approval of Minutes

The minutes from December 16, 2013 were approved.

2. Approval of Agenda

The agenda was approved by members present at the meeting with one addition regarding budget priorities.

3. Constituent Body Reports

a. Faculty

i. UFS discussed merit increases scheduled for April 1

1. New faculty (hired fall 2013) are not eligible
2. Average merit raise is 2.5%, ranges from 1-4% for individuals

ii. UFS is focusing efforts on student success

1. Assisting Laura Bryan in the redesign of developmental math and writing programs
 - a. Focus on research-based practices
 - b. Shift developmental work into for-credit courses
 - c. Redesign of freshman composition and new math options
2. DFW Report concerns
 - a. Faculty are concerned that the report could be used to target faculty and courses to grade easier, but Provost Wood has stated this is not the case
 - b. The report is not statistically valid

iii. Presidential Search Committee Update

1. The website has a job description or position announcement
2. Search firm has been selected

iv. Changes to curriculum approval process

1. The Provost committee and the UFS committee on curriculum will be joining to look at the proposed changes and provide defined steps
2. The changes are concurrent with new curriculum software implementation

v. Plagiarism tutorial updates

1. A faculty committee will upgrade the existing tutorial, which only includes a small portion of the Academic Integrity policy
2. Will include portions of IDIS, WRIT 100 and WRIT 300 courses

b. Staff

- i. HR made a presentation to UBSS about "The Work Number", an automated employment and income verification system
- ii. Presidential Search Committee Update

1. Advertisement in The Chronicle of Higher Education will be released on January 17, 2014 (tomorrow)
 2. Search committee is preparing a prospectus with the search firm
 3. Search firm to meet with constituencies to understand campus culture
- iii. Staff Recognition Committee (Ad-hoc committee of UBSS with 8 members)
 1. Board of Regents Staff Awards packets due Wednesday to HR and UBSS is hoping to submit one in each category
 2. Committee also looking at parity issues with faculty awards
 3. Hope to improve marketing of UB staff awards and outreach to supervisors
 4. Working on other kinds of staff recognition, besides financial awards
- c. Students
 - i. Off season meeting will be on January 22
 - ii. No additional updates
- 4.** Outcome of Staff Senate Resolution Forwarded to President
 - a. Response from Susan Schubert indicates this is an issue that should be forwarded to the new President, as Bogomolny will have no further role in Convocation
- 5.** Budget Priorities – requested by the UB Budget Committee
 - a. Staff Senate
 - i. UBSS held two working sessions and solicited feedback from constituents
 - ii. Came up with four priorities, but only three received the majority vote
 - b. Faculty Senate will submit budget priorities after the February 3rd meeting
 - c. Students have not met yet this year, but will discuss at the next meeting
- 6.** Confirmation of meeting schedule this semester (minutes) – Thursdays 12:30-2:30 p.m.
 - a. January 16 (Staff)
 - b. February 20 (Students)
 - c. March 13 (Faculty)
 - d. April 17 (Staff)
 - e. May 15 (Students)
- 7.** Consideration of discussion in staff senate regarding release of updates for Presidential Search
 - a. Concerns regarding the lack of communication of the search committee with the UB community were forwarded by Susan Schubert to the Search Committee Chair (Marie Van Dusen, BOR)
 - b. This is a closed search, but the sense of secrecy (caused by the lack of communication) may cause disenfranchisement and apathy
 - c. GSC will request bi-weekly updates from the Search Committee Chair
 - d. Search firm should request community feedback
 - e. Use the website as a tool of communication, but not rely entirely on the web
- 8.** Examination of action plans submitted
 - a. Only two University Committees responded to the request for action plans
 - i. Work life – UBSS needs to review
 - ii. Diversity
 - b. All four University Committee Chairs will be invited to the February meeting

9. New Business

- a. Next meeting with President and Provost is scheduled for February 4 at 4:00 p.m.
- b. Agenda Items
 - i. Budget Priorities
 - ii. Emergency Preparedness and the AC building evacuation on December 19