

Meeting Minutes  
Governance Steering Council  
July 17, 2013

Present: Giordana Segneri, Margarita Cardona, Catherine Johnson  
Not Present: Sydney Comitz, Michael Carrington, Dan Gerlowski

- 1. Approval of Minutes**

Approval of the July 3, 2013 minutes was postponed to the July 31 meeting.
- 2. Development and Approval of Agenda**

The agenda was developed and approved by members present at the meeting.
- 3. Enrollment Study Group Report**

It is necessary to clarify the role of shared governance generally and the GSC specifically in responding to the report of the Enrollment Study Group. It may be worthwhile to have people who are interested carefully read and summarize portions of the report and pull out recommendations. Magui agreed to share the summary PowerPoint of the report made available from Enrollment Management.
- 4. Strategic Plan**

The University strategic plan has incorporated recommendations from the enrollment study group report. There was a brief discussion about whether GSC should ask for an updated copy of the strategic plan or contact the executive committee to learn more about when, specifically, they would like feedback from shared governance on the plan. It would be helpful for the GSC if we could see where recommendations from the Enrollment Study Group report are reflected.
- 5. Approval of Bylaws**

GSC will hold a vote to approve the bylaws in draft form at the July 31 meeting. If they are approved, Giordana will post a clean version of the document on the GSC website as draft. At that time, each senate will be responsible for soliciting feedback from its membership by September 25. GSC will discuss that feedback at the September 26 meeting, implement any necessary changes and hold a formal vote for approval on October 10.
- 6. Clarifying Committee Definitions and Charges**

The GSC recognizes the need for a document to clarify the charges and definitions surrounding university-wide committees that report to the GSC. This could take the form of a "living" document that is not an amendment to the Plan of Organization, but will elaborate and clarify what is included there. This document could include clarified charges for committees, the definition and responsibilities of "ex officio" members, the relationship between committees and their GSC liaison, the reporting structure between the committees and GSC.
- 7. Report from the Commencement Group**

The Dean of Students met with members of the GSC to gather feedback from GSC about how governance can be best involved in the selection of student speakers during commencement. It was agreed during that meeting that the best course of action is to create a committee of one faculty member from each school or college and one representative from the student government association to review applications. Dan Gerlowski agreed to convene this group

in his role as University Faculty Senate president. The selection of the guest speaker and the other work of the commencement implementation committee will remain the same (with no need for input from shared governance).

**8. Updates from Constituent Bodies**

There were no updates from the University Faculty Senate.

There were not any students present to provide updates from the Student Government Association.

The University of Baltimore Staff Senate has been following up on the work generated during their June 21 annual retreat. While sharing the products of that retreat it became clear that it is necessary for UBSS to develop a process for formal communications from the Senate. UBSS developed that plan and it was approved by senators on July 17 and will be shared with their larger membership. The survey to determine the priorities for the Senate during the upcoming year will also be approved by senators before distribution to the larger membership.