

Meeting Minutes  
Governance Steering Council  
October 17, 2012

**Present:** Mohammed (Shiraz) Ahmed, Margarita (Magui) Cardona, Dan Gerlowski, Giordana Segneri, Debra Stanley

**Absent:** Amirah Muhammad, Chris Spencer

Meeting began at about 12:40 p.m. in a room other than scheduled.

1. The previously seated members of the group welcomed the most recently seated members of the group and a short discussion was held bringing everyone up to date on activities of the GSC.
2. The group discussed the University President's request for a nomination of three names to allow for his selection of a liaison to the UB21 Steering Committee. The group decided to furnish three names to the Office of the President: Dan Gerlowski, Stephanie Gibson, and Debra Stanley.  
**Action Item: Gerlowski will follow up with email to University President's Office.**
3. The group discussed the potential role of the officers it was to elect, consulting the Plan of Organization for Shared Governance of the University of Baltimore. It was decided that elections would be done via email with the following nominations identified, for a vote, as Dan Gerlowski, Chair and Giordana Segneri, Vice Chair. Email will be distributed by Friday October 19, 2012 seeking votes by Monday October 22, 2012. An email exchange with all parties copied altered these nominations replacing Giordana Segneri with Margarita Cardona. **Action Item: Debra Stanley will send email with the ballot specified above recognizing the new nomination of Cardona and the removal from nomination of Segneri for all to respond to her.**
4. Further discussion of the Plan of Organization for Shared Governance of the University of Baltimore indicated that the GSC would consider drafting a set of By-Laws for its operation. Said consideration will be occur at the next meeting.
5. The issue of a reasonable web presence to facilitate the functioning of the GSC was discussed. It was decided to have a publicly facing set of pages located in the current university page for shared governance. It was also decided that we would seek a Sakai site (or something similar, as recommended ) where the GSC and the university community could consider draft documents, and other items that might not be placed in the public domain. Additionally Sakai would allow for the possibility of a community wide forum or discussion. Consultations with University Relations and with the E-Learning Center would begin along those lines. **Action Item: Dan Gerlowski will communicate with University Relations and Giordana Segneri will communicate with the E-Learning Center. Gerlowski and Segneri will coordinate their communications and report back to GSC at next meeting. Segneri will draft some brief descriptive text about GSC for the Shared Governance landing page, and Shiraz Ahmed will provide text about SGA for the same landing page. Segneri will also investigate updating the landing page as well as developing a "home" page for GSC, where provost's office**

**support can post minutes and agendas and where we'll include a link to our eventual Sakai site.**

6. Gerlowski explained what he had heard at prior GSC events and at the UFS regarding the University's strategic planning effort this year. The University president distributed a draft, planning document in hard copy to those GSC members previously seated. A copy of that draft planning document will be forwarded to the members most recently seated. **Action item: Gerlowski will distribute copies to those on GSC who don't have them.**
7. The representatives of the Staff Senate reported that they had been charged by the University President to provide their input to suggest ways to make the university a better place to work. The GSC discussed and concluded that such discussions were suited for the appropriate University Committee.
8. The group discussed the structure and potential staffing of the university standing committees: University Budget Committee (UBC), University Culture and Diversity Committee (UCDC), University Planning and Facilities Committee (Campus Environment) (UPFC), and the University Work Life Committee (UWLC). The discussion identified that likely candidates for these committees currently serve on other committees, including similarly tasked UB21 Committees. The decision was made to pursue staffing of the four committees recognizing that there are existing pools of human capital to draw from. Common membership would also work to avoid duplication and a lack of coordination across committees.  
**Action Item: The leaders of the constituent groups were asked to obtain nominations as quickly as feasible per the processes outline in the University Governance documents. Each is to report back by the next meeting. Each group is to nominate two individuals to each of the four committees.**
9. Problems with room scheduling have blocked future meetings from being held in the previously scheduled room, AC 252. **Action Item: Deb Stanley will forward a new room location to the GSC members by the end of the week.**