

Meeting Minutes
Governance Steering Council (GSC)
April 17, 2014

Present: Sydney Comitz, Dan Gerlowski, Catherine Johnson, Giordana Segneri
Absent: Magui Cardona, Michael Carrington

1. Approval of Minutes

The minutes of both the Feb. 20 and March 13 meetings were approved as amended via email.

2. Approval of Agenda

There was no written agenda to approve.

3. Updates from the constituent bodies:

Student Government Association:

- SGA lost its adviser several months ago and wrote an appeal for a replacement adviser, as SGA fulfills critical functions during the summer months and requires an adviser to do so. Their appeal for a hiring exception was approved, and the position can be filled as of July 1.
- SGA resolutions should go directly to GSC, per the Plan of Organization, for forwarding to the University administration and should not go through any other administration; SGA needs to rewrite its constitution, scheduled for this summer, to reflect this.
- SGA will be holding a mandatory training for its new leadership. There is likely high continuity of leadership for next year.

UB Staff Senate:

- Mary Maher, at the invitation of the Senate, presented about the new PMP tool at the Senate's last meeting. There are still some outstanding questions, and the Staff Senate CUSS Representatives have been tasked with exploring answers to these questions at the USM level.
- Elections have been completed, and six new Senators have been elected to serve two-year terms (one will finish a current Senator's two-year term by serving a one-year term). Executive board elections are under way and will close Monday.

University Faculty Senate:

- The University Faculty Senate's Academic Policy Committee has approved an academic calendar and its affiliated add/drop dates for students (USM provided options from which to choose); the critical aspect is developing a schedule that allows students to attend a course at least once prior to making an add/drop decision.
- UFS has approved, on principal, the design of the new foundational math and writing programs and has provided the OK to move forward with a beta version.
- UFS was approached by its CUSF representative about a CUSF proposal to change the USM tuition remission policy. NOTE: This issue was discussed with the president and provost at the GSC's April 16 meeting, and the president has requested further clarification from Mary Maher. In addition, UBSS has asked its CUSS representatives to clarify the CUSS stance on the proposed changes.

- USM has reported that UB's four-year graduation rate is 8 percent and its six-year graduation rate is in the mid-30 percent range; this report has been forwarded to faculty.
 - UFS is anticipating a report from the President's Committee on Student Success. Dan, as UFS president, will be attending a full-day workshop about student success later in the month. UFS is forwarding a set of questions about measuring student success to the administration.
 - E-Learning Center staff have been tasked with writing a report on practices/pedagogies related to e-learning. UFS has convened a blue ribbon commission to read the report. The hot-button issue will be class size, as it's related to interactivity between faculty and students.
 - UFS likely to approve the capstone requirement of the new gen-ed requirements.
 - UFS executive board will most likely stay in the same positions for next year; the executive board will be officially elected at the Senate's May meeting, which is prior to the GSC meeting in May.
4. Work-Life Committee Concern
GSC should discuss asking the committee to broaden the scope of issues it discusses to be as inclusive as possible for all members, including faculty and students. A request to explore the Live Where You Work program had been forwarded to the committee and never received a response.
5. Committee Follow-Up
Dan will reach out to the committee chairs to remind them to submit a written report on the year's activities and accomplishments by the May 15 GSC meeting.
6. Hand-Off Meeting: May 15
Topics include:
- Committees and communication with them. New members should be made aware of the operational processes put in place in recent years.
 - Defining the communication process with administration
 - Retreat?
 - Meeting with the new president in July
 - Developing an annual calendar for important initiatives

Minutes respectfully submitted by Giordana Segneri