

Meeting Minutes
Governance Steering Council (GSC)
October 24, 2013

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

Guests: Peter Toran

The GSC was called to order at 12:40pm.

1. Approval of Minutes: The minutes from the October 10, 2013 GSC meetings will be approved via email.
2. The agenda was approved.
3. By-Law Amendments
 - a. The By-Laws were approved and will be posted to the GSC website with a slight change in wording to Meetings, D, vi. The final language should read: "Each agenda will have an opportunity for new business at which point those attending GSC meetings who are not GSC members will have the ability to raise issues and concerns potentially resulting in agenda items for current or future meetings."
4. Updates from the constituent bodies:
 - a. Students:
 - i. The students are in the process of providing feedback on the strategic plan. It was recommended that they compare the plan to the goals/vision of the SGA.
 - ii. The SGA is exploring the possibility and feasibility of revising their constitution.
 - iii. The SGA will be conducting a survey during the block party on 10/31 regarding the use of campus technologies and email, child care and the campus shuttle.
 - iv. The SGA is in the midst of scheduling a luncheon with administration. It may be held the week after Thanksgiving
 - v. The SGA hopes to hold a town hall on December 6 to discuss public safety and, perhaps, the strategic plan.
 - vi. The SGA will be sending a holiday card to freshman students and an e-card to all other students. This will be used to help provide recognition for senators and encourage connection between the student body and the SGA.
 - b. Staff:
 - i. CUSS is requesting that UBSS identify an alternate, and the Staff Senate is using this as an opportunity to formalize a process for electing an alternate and to implement staggered terms for the two primary CUSS representatives. This will require an amendment to their by-laws.
 - ii. The UBSS Executive Board has drafted a resolution (to be voted on at the UBSS November meeting) that staff awards be recognized by the University at the same level and in the same venue as faculty awards are.

They also noted that in addition to announcing award winners at Convocation, it would be nice to hear why they received such awards.

- iii. The UBSS Executive Board has also drafted a resolution to create an ad hoc committee on Staff Awards and would like to see more staff nominated. This resolution, too, will be voted on at the November meeting.
- c. Faculty:
 - i. In the interest of time, the faculty offered no report.
5. Receipt of items (action items) from UFS, USS, and SGA for placement with University Committees
 - a. Students and faculty are still in the process of approving action items for the committees.
 - b. GSC agreed to forward action items as they come in.
 - c. Dan will forward action items from UBSS to the committees.
6. Consideration of University Committees responses to implementation clarification memo, suggestions for soliciting further responses.
 - a. Dan will communicate with committees asking for feedback on the questions that were forwarded earlier, the elected officers, and encourage committees to forward their summaries and minutes to GSC. He will ask for feedback by November 11.
7. Peter Toran: GSC's role in and goals of the strategic planning town hall
 - a. Peter Toran joined the GSC to discuss an appropriate format, time and organization for a town hall to discuss the strategic plan.
 - b. The Town Hall will take place on November 7 and will be co-sponsored by the UFS, UBSS and SGA.
 - c. Some suggestions shared during the meeting include: inviting comments from attendees before the town hall to help organize conversation and divide time equally, displaying all 6 "large" goals on the projector during the town hall, have GSC members "tee up" the discussion at the start of the town hall, provide drinks and cookies for the brown bag lunch, ask members of the strategic planning coordinating committee to take notes (possibly on large boards), send an e-vite and RSVP as soon as details are in order.
8. A successful motion to adjourn was adopted by the GSC at 2:00 p.m.

Respectfully submitted,
Catherine Johnson