Minutes

Present: Tabatha Beck (President, Graduate Student Council); Steve Blankenship (President, Staff Senate); Gina Boobar (President’s Office); Amy Hasson (Chief of Staff, President’s Office); Katherine Mooney (President, SGA); Elizabeth Ragan (President, Faculty Senate); Tim Robinson (Adjunct Faculty Caucus)

Meeting Schedule
- The bylaws do not stipulate how often the Coordinating Committee is required to meet. After discussion, the Committee agreed that the bylaws should not designate when, or how often, the Committee must meet. This way, the schedule can be flexible and the Committee can decide when it’s necessary to meet.
- The Committee agreed to meet twice a semester. Gina will schedule one additional meeting for the fall semester and then two meetings for the spring semester.

Election of Officers
- The bylaws require that the officers of the Consortium include a Chair, Vice Chair and Secretary. After discussion, the Committee agreed that only a Chair is required; a Vice Chair and Secretary are not necessary. The bylaws will be revised to reflect this change.
- Elizabeth Ragan was elected Chair.

Review Bylaws
- The bylaws were reviewed section by section; changes were suggested, discussed and approved.
- The principal change in the bylaws is the addition of two governance bodies – Adjunct Faculty Caucus and Graduate Student Council.
- Amy Hasson will produce a revised draft of the bylaws, which shows the edits/changes, and send to Coordinating Committee members for their review. Each member will review and send any corrections back to her. Once a final draft is available, then each person will forward the proposed bylaw revisions to their own governance body for review and approval.
- Amy recommended that the Coordinating Committee make it an order of business, either annually or each semester, to review the bylaws.

Consortium Committees
Each Committee member was tasked with finding out who in their governance body is on each committee and if the committee is active.
- Traffic, Safety, Buildings and Grounds Committee
  - Not currently meeting.
• Amy explained that there is a Safety Task Force, chaired by Dane Foust, which meets on a regular basis and is made up of faculty, staff and students. This task force could be made part of the Consortium.

  o Cultural Affairs Committee
    • Active. Overseen by June Krell-Salgado, Director of Cultural Affairs.

  o Facilities Management Committee
    • Not currently meeting; however, Eric Berkheimer, Associate Vice President of Facilities & Capital Management, has been tasked with restarting it.

  o Cultural Diversity Committee
    • Not currently meeting.
    • Amy said that she will reconstitute this committee in the coming year.

  o Fiscal Advisory Committee
    • Active.

  o Government Relations Committee
    • Robby Sheehan, Director of Government and Community Relations, is working on scheduling a meeting of this committee.

  o Wellness Committee
    • Not currently meeting.
    • Amy explained that there is a campus Wellness Committee that meets on a regular basis. She suggested that the two committees be merged.

  o Information Technology Committee
    • Steve said that this is not currently an active committee; however, Simeon Ananou (Chief Information Officer) is interested in restarting it.

After review of the committees, it was agreed to change the “Traffic, Safety, Buildings and Grounds Committee” to “Traffic and Safety Committee,” and move the buildings and grounds segments to the Facilities Management Committee. The bylaws will be revised to reflect these changes.

Website Updates
Amy proposed that the President’s Office work with the SU Webmaster to update the general Campus Governance website, and each governance body can keep their own web page updated. The Committee agreed.

Adjourned 3:15 p.m.

Recorder: Gina Boobar