Agenda
Governance Council
October 12, 2011
305 Kildee Hall
9:00 am

1. Call to order, Introductions, and any announcements
2. Secretary Assignment
3. Changes to the Agenda
4. Approval of previous minutes of 9/12/2011
5. Comm. on Comm. (Ann Marie Vander Zanden)
6. Old business (Steve Freeman, Martha Selby)
   1) Review NTER changes needed
   2) Conflict of commitment/conflict of interest change
   3) Make the following changes brought forward from the College and Department Documents Review committee

   1) Move this item from current best practices (#12) to the Faculty Handbook.

   College governance documents should include these items required by the Resource Management Model:

   a) Each dean shall have a budget advisory council/committee with significant faculty membership, including at least one faculty senator. The governance document should describe the membership of the college's budget advisory committee.
   b) The dean will communicate to members of the college annually of college goals, priorities, planning, and budget.

   2) New item to be added to the Faculty Handbook (some of these concepts may currently exist but language should be added to college and departmental documents alerting the reader that these lower-level documents are not the final authority).

   Governance documents for various bodies of faculty have been developed by representative members of the faculty. Faculty members are affected by and should be familiar with the governance documents of the Faculty Senate, their college, and their department. The college document should comply with the university document (i.e., this Faculty Handbook), and the departmental document should comply with the college document. In cases where conflicts exist among department, college, and university documents, the higher-level governance document prevails. The rules and regulations of higher-level documents
are still in effect even if absent from the lower-level document, and language to that effect should be found in college and departmental documents.

3) New item to be added to the *Faculty Handbook* (many college and departmental governance documents do not mention appeal and grievance procedures). CDDR feels these procedures should specifically be outlined in college and departmental governance documents or mention made to a higher-level document about appeal and grievance procedures.

College and departmental governance documents will describe appeals and grievance procedures for faculty in their units. The document will specifically address the procedure and process for mediation of cases where a Position Responsibility Statement cannot be agreed upon. If a college or department follows higher-level grievance and appeals procedures instead of developing their own processes (e.g., a department following college procedures, or a college following university procedures) this needs to be explicitly stated in the governance document.

4) This new item is needed for clarification when preambles and appendices occur as part of governance documents.

Governance documents may contain both a preamble and appendices that provide context and additional information relevant to the document. A preamble, if included, is for information purposes only, and is not considered as a binding part of the governance document. Appendices may also be included with a governance document. The document needs to clearly state whether or not any appendices are considered a binding part of the governance document. This statement is usually given in the introductory sections of the governance document.

7. New Business
   1) Modifying Section 6.5 of the Faculty Handbook

   Within that section, it has been suggested that a modification be made for clarification. The clause is “being maintained on university mailing lists”

   For some the language "university mailing lists" is quite vague; what mailing lists are included? Examples may be Faculty Directory, electronic listings (email, department webpages and links to individual faculty members--all especially important since there has been much development since that section was written), in addition to existing campus mail and U.S. mail lists.

8. Next scheduled meeting is November 9, 2011
9. Good of the order
10. Adjourn