

Governance Council
January 29, 2019
Minutes

1. Call to Order. 2:10pm. Present: Dean, Marks, Marcus, Peck, Cascardi.
2. Appointment of Minute Taker. LaShauna Dean.
3. Approval of the Minutes from [November 27, 2018](#). Motion to approve: Peck, second: Cascardi. Minutes were approved.
4. Update on proposed Senate [Bylaws Amendment Procedures](#) (Priority Charge 1). Was submitted to Executive Committee but no update has been made.
5. Continue process to review alignment of By-Laws & Council Charges (Priority Charge 2).
 1. Need to consider a template to make the review more structured.
 2. Under folder: "Council Alignment Review".
 3. Cascardi suggested creating a table with the charges in one column, charges met/not met, comment section.
 4. Problems noted is that the bylaws don't march the council charges in some cases. Could be that overtime the charges have changed but the by-laws have not been updated.
 5. At this point, each member will make their own notes and then we will decide how best to prevent it possibly in a table format.
6. Status of Council documents/manuals requests (Priority Charge 3). New OneDrive folder for "Senate Council Documents". All documentation now available.
 1. Peck is working on creating a list of councils that do not have manuals/documents.
7. Discuss Senate "loop" policies and procedures (Priority Charge 5).
 1. Need to possibly consider a process for documenting the procession of items sent through the Senate loop. What happens after the senate makes a recommendation, is the standing question.
 2. There may be something in place. Marks will reach out to May C. To see if there is a document in place. Question is: is there a timeline for the steps in the flowchart? Are current procedures following this flowchart?
 3. What are the documents that the Ex. Council wants us to look at? What type of actions should we be exploring?
8. Cascardi provided an update on the Administrator Assessment Council. The executive Committee would comment on all of the questions posed by Cascardi. There are problems with updating the survey which causes delays in getting the surveys out.
9. Consider staggering the administration and survey development as it is unrealistic to do both in one year.
10. Establish next meeting date (Feb). Next Meeting date: Feb. 26, 2019 at 2pm. Library References Conference Room.
9. Adjournment.