

College of Humanities and Sciences Staff Council Meeting
Tuesday, June 20, 2017
11-12:30pm
Hibbs Hall, 308
MINUTES

Gathering started 11am – Lunch meeting started before official call of order.

Meeting called to order at 11:34a.m. by President, Michelle Carpenter

Members present:

Dorothy J. Booker, Gail B. Canter, Michelle Carpenter, Eli Christman, Wanda Clary, Hayley Darwin, Patrick Hurley, Lucy Hudson, Ron Lloyd, Corey Martin, William Moran, Monique Morton, Kathleen Murphy, Dae Newman, Ginny Schmitz, Pamela Williams (16 members)

Members absent:

Cyndi Finefrock, Jeannie Friedrich, Amie Knapp...

Guest: Don Young - **Senior Associate Dean of Finance and Administration**

Quorum met.

Agenda sent out to members prior to meeting

- I. **President, Vice President, Treasurer, and Secretary Remarks**
- II. **Working lunch** – previous to meeting called to order
- III. **Bylaws Ad Hoc Committee “Review of new Bylaw’s” – Council input of suggested changes/Amie, Will, Cyndi**

(SEE DRAFT OF BYLAWS – changes and edits pertain to document) – Edits:

- a. **1.6 Article VI Committees** – cross out “established by motion of Staff Council”
 - i. **1.6 A** Discussion about the word “indefinitely” and “convened” being used.
 - 1.6 B.** Add: Ad hoc committee to submit quarterly reports.
 - 1.6 C.** Discussion about wording change: “Executive Committee can **recommend** the appointment of any staff member to a College committee.”
- b. **1.7 Article VII Meetings**
 - i. **1.7. D.ii.** – Note to revisit: Covered in previous section about recording minutes at each committee meeting
 - ii. **1.7. E.iii.** Edit: Change “vote” to “motion”
 - iii. **1.7. E.vi** – Highlight to look at again
 - iv. **1.7. Fi.** Edit: are to “is”
- c. **Discussion:** About voting on amendments, making edits, etc. Edits will be sent to Michelle, then to Don Young.

IV. Open Discussion

- a. Revisit after July 1st about coaching/mentoring program
- b. Dorothy Booker (retiring) – “goodbye” and closing remarks.
- c. Gail B. Canter – (leaving the CHS) – “goodbye” and closing remarks.
- d. Email to go out about approval of 6.6.17 minutes. Once approved, send to Dae for website
- e. New Executive Committee takes over in July at next CHS Staff Council meeting.

Closing: Meeting adjourned at 12:00pm by President, Michelle Carpenter

Next Meeting: Tuesday, July 18 – 11-12:30pm, Hibbs Hall 308