

**College of Humanities and Social Sciences  
College Faculty Council (CFC)**

October 15th, 2007, 12:35pm-1:25pm, SO 3020

*Attending:* Cindy Bowers, Mel Fein, Tim Hedeem, Susanne Kelley, LeeAnn Lands, Rich Vengroff, Deanna Womack  
*Excused:* Michael Firment, Harry Trendell

Tim Hedeem, elected chair, convened and facilitated the meeting.

1. Introductions.

2. Review of CFC role and purpose, as set forth 16Apr07 by Faculty Senate: "to promote collegiality and effective shared governance of the college by increasing the transparency and two-way communication between the faculty and the Dean with regard to the development of policy and to increase communication about the implementation of policy."

3. How to make decisions? For matters requiring a council vote, simple majority vote (half plus one) will be employed. It was noted, too, that as the CFC is primarily advisory in nature, voting may not be the primary means of conducting business.

4. Review of, expansion of areas of concern to CFC:

*From Faculty Senate:*

- Strategic planning
- Annual budgeting
- Hiring
- Space and resource allocation
- Reassign-time
- Salaries and raises
- Appointment and reports of ad hoc committees

*Suggested additions:*

- Review of dean, review of department chairs
- Salary compression
- Re-constitution of a College Faculty Committee in T&P matters

We will revisit this list at future meetings.

5. Staggered terms for members: Members drew lots to determine membership for one, two, or three years.

Cindy Bowers: 1 year (through 2007-08)

Mel Fein: 2 years (through 2008-09)

Michael Firment: 3 years (through 2009-10)

Tim Hedeem: 3 years (through 2009-10)

Susanne Kelley: 2 years (through 2008-09)

LeeAnn Lands: 1 year (through 2007-08)

Harry Trendell: 3 years (through 2009-10)

Deanna Womack: 2 years (through 2008-09)

6. How to announce CFC meetings? It was agreed that meetings should be announced via college-wide email.

7. Frequency of meetings: Members agreed to meet once per month, with exceptions for December and May.

8. Development of CFC bylaws, as part of the university-wide policy for each college to have written bylaws describing roles, procedures, and membership of all college standing committees. Cindy, Michael, Tim, and Harry will serve as a working group to produce a draft.

9. Next meeting: To be scheduled. Agenda will be emailed prior to meeting; please forward any suggested/requested topics to Tim.

[Minutes prepared by Tim Hedeem]