Governance Committee
Minutes
October 6, 2014 meeting

Present: D. Burnie; B. Han; T. Palmer; Z. Quraeshi; O. Smith

Agenda Items

1. Approval of Agenda
2. Informational Items
3. Election of chair
4. Addressing the charge of the committee
5. Meetings/Committee deliberations

1. **Approval of Agenda** - Approved
2. **Informational Items** - Smith resigned earlier as chair. Flanagan filled in temporarily as chair and also agreed to schedule and organizes the all college meeting which was held on Friday October 3, 2014. The committee expressed appreciation to Flanagan; Flanagan’s term on the committee has expired and he will be replaced by Palmer. Palmer was welcomed on the committee.

3. **Election of chair**: Quraeshi was asked by the committee to serve as chair and with no other nominees, he agreed to do so

4. **Addressing the charge of the committee.** Prior to the meeting, Flanagan sent an email communique (September 24, 2014) directing all to the charge of the committee on HCOB’s website, indicating that historically
   a. the chair has run the HCOB all college.
   b. the governance committee conducted faculty votes on items that need faculty approval
   c. meetings would be called if there were issues that needed to be discussed including feedback requested by administration.
   d. the chair attended policy council meetings as a member of that council.

   Committee members advised Quraeshi of their willingness to sub for the chair when needed including attendance at regularly scheduled policy council meetings

5. **Meetings/Committee deliberations.** The committee unanimously decided that when possible, deliberations and discussions would occur electronically (such as through email) unless necessitated otherwise.

   **Meeting adjourned at 11:45 a.m.**

Minutes submitted by Quraeshi