

**Morehead State University  
Governance Committee Meeting Minutes**

**Date:** March 8, 2007

**Time:** 4:00 pm

**Present:** Karen Lafferty, Layne Neeper, Lynda Donathan, Hilary Iwu, Michele Walters, Marcia Cooper (Recording)

**Attendance**

**Policy:** The committee revisited the Attendance Policy for University Standing and Advisory Committees. It was decided that, for consistency, each committee would be asked to use the following template and implement the attendance policy into their respective committee description.

**Template:**

Committee members having \_\_\_\_\_ absences in one semester (or year), without proxy or substitute representation, are subject to removal from their designated committee. If terminated, the committee member will have \_\_\_\_\_ days to appeal, in writing, to the committee chair. The committee chair shall report the termination to the Chair of the Governance Committee for membership replacement.

The template will be presented to Faculty Senate for approval. Each committee will be asked to simultaneously review and/or update their current committee description as necessary. The deadline for implementation of the Attendance Policy and revision of the committee descriptions is December 1, 2007.

**Committee Preference Survey:** Michele discussed minor revisions from the survey and e-mail cover letter used last year for faculty to rank their preferences for university committees.

The group agreed to use the survey and cover letter as revised. Michele will check on the feasibility of getting the mass mailing out with the online survey posted for the Monday before Spring Break (March 12) and with the closing date of the Tuesday after Spring Break (March 27).

The committee will meet Thursday, March 29<sup>th</sup> at 1:00 pm to review the data and hopefully get an early start on the committee assignments.

**Meeting Adjourned:** 5:00 pm