Present: Guy Altieri, Ted Kaiser, Shannon Kehne, Barbara Macht, Deb McClain, Bernie Murphy, Theresa Shank, Dave Warner

Charges statements for three recently named ad hoc study groups were reviewed by the Governance Council. All three groups are expected to convene before December 1, 2013 and fulfill their charges (assigned by the President) no later than February 1, 2014. They will dissolve and cease to function once their recommendations have been received by the individual designated in the charge statement.

All charge statements will be placed upon the governance website.

**Ad Hoc Campus Safety and Security Study Group:** The study group was named to assess the campus safety and security perspectives of the College community. Among other charges, the group is to recommend security policy language to the Administration and IT Services Committee (Anna Barker, chair) that expresses the College’s goal to maintain both a safe and secure campus. Long term policy development and review in the areas of security and safety will remain under the jurisdiction of the Administration and IT Services Committee within the governance structure. In addition, day-to-day operational issues regarding health and safety remain the responsibility of the Vice President of Administration and Finance who oversees the campus police and security function.

Membership: Tina Dillow, Alyssa Foley-Little (faculty co-chair), Julie Horton (administrative co-chair), D.J. Madron, Dawn Nally, Gerard Rath, Cassie Taylor, Beverly Witmer

**Ad Hoc Campus Communications Study Group:** Campus communication is everyone’s responsibility and, while it will be an ongoing challenge, improvements will be made only when all the key parties are committed to helping the process. The study group was named to assess campus communication with and among all constituent groups. The group is to provide recommendations for improving campus communication by outlining an effective process that ensures that staff, faculty, and administrators are well informed on important issues in a timely manner. The President also asks that key aspects be included in an information campaign so that all faculty and staff have the necessary awareness to promote effective campus communication.

Membership: Norman Brown, Dave Karn, Beth Kirkpatrick (administrative co-chair), Barb Lease, Melinda May, Eric Schwartz, Jackie Taylor, Teresa Thorn Karen Weil-Yates (faculty co-chair)
Ad Hoc Faculty Load, Promotion, and Tenure (FLPTC) Review Committee: The study group was named to review the current FLPTC document as it relates to faculty responsibilities and duties, work load and the criteria pertinent to retention, promotion, and tenure decisions.

Membership: Jennifer Beirdneau, Joan Bontempo, Molly Carlson, Julie Horton, Donna Marriott, Rosemary Nickerson (faculty co-chair), Lori Spessard, Tony Valente, Dave Warner (administrative co-chair)

Next meeting: October 29, 8:30-10 in the Board Room to plan a governance training session during the January workshops