

CPS Meeting Minutes
January 10, 2007
10:00 AM-12:00 PM

Attendance

Dan Philbrick (Chairperson), Jennie Beal (Secretary), Jim Bradley, Margaret Park, Lyn Philbrick, Pauline Pierre, Luisa Scott

**Topic: Revision Suggestions for the USM at LEWISTON-AUBURN
GOVERNANCE CONSTITUTION cont'd**

- (Article III, Section 4) part B, Quorum, it would be difficult to have a quorum at every meeting, unrealistic expectation; stop the last sentence after the word “quorum” and delete the rest of it
- (III, 1) part A, Responsibilities, define how dean communication is going to occur
- (IV, 2) part A, CPS: Membership, change last sentence to: Regular part-time and full-time staff working less than 75% of their work schedule at LAC are welcome to attend the CPS meetings but may not have voting privileges for official governance decisions.
- (IV, 2) part C, CPS: Membership, change the last sentence to: The position of secretary will be for one year, but will have no limit on terms.
- (IV, 2) What is the role of the Advisory Council? Should the Advisory Council have representation on the leadership team if they’re governing us? If not, the Advisory Council should be removed from this section and be put only in Appendix E.
- (Appendix A) need USM & U-Maine system Mission Statements stated as well as LAC’s?
- (Appendix B) What is the purpose of the job descriptions section? Job descriptions change constantly, so the document will need to be continually updated.
- organizational chart needed?
- (Appendix B) Why are the individual performance evaluations made available?
- (Appendix B) chair of the CPS should be listed
- (Appendix D) Tenure Review Board—can there be input from staff? Faculty Peer Review—during tenure process opportunities for staff input