

President's Council (PC)
Meeting Summary
January 12, 2005
10:00 a.m., CSS 301C

Attendance:

Burcham, Duffett, Eisler, Harris, Hill-Kennedy

Action Item: Summary from December 8, 2004 meeting was approved for posting.

Discussion Items:

- ❑ UA&M Reorganization - Duffett
VP Duffett presented the organization of UA&M.
- ❑ FSU Archives/CPD Preliminary Relocation Study - Duffett
Alternatives are still being considered for archival space.
- ❑ Search Committee Training - Duffett
There is a recommendation to establish this initiative to make sure FSU is using best practices in the selection process for more consistent, quality hiring decisions. VP Harris, VP Duffett, VP Hill-Kennedy will work together on sequencing and details.
- ❑ Corrective Action and Termination Process - Duffett
There is a recommendation to establish this initiative to make sure FSU is using best practices in the corrective action process for more consistent disciplinary/termination procedures. VP Harris, VP Duffett, VP Hill-Kennedy will work together on sequencing and details.
- ❑ E-mail and Internet Use Campus-Wide Notice - Hill-Kennedy
There is a recommendation to send a reminder notice to the campus community regarding Business Policy Letters and guidelines that govern employee use of e-mail and the internet for University business. VP Hill-Kennedy and VP Duffett will draft the text.
- ❑ "Table Topics" - Eisler
January 11 was the first Table Topics session in the Centennial Dining Room hosted by the President focusing on task force recommendations and facility planning. The President will host another in February. Each VP is encouraged to host one session during the semester.
- ❑ Board of Trustee Committee Agenda Items - Eisler
The agenda items for the February 4 Finance Committee and Academic Affairs/Students Affairs Committee meetings were reviewed and discussed.
- ❑ Emergency Coordinator for Timme CSS - Eisler
A coordinator is needed for the Timme CSS building; many divisions are represented in the building. It was determined that Elaine Kamptner be named the Emergency Coordinator.
- ❑ Unit Action Plans - Eisler
Draft documents regarding the 2005 Unit Actions Plans were distributed for review and discussion. After revision, the documents will be sent to VPs, who will disseminate to their divisions. A memorandum will be sent to the campus community regarding the documents, timeline and the online location where the documents will be posted.

□ Planning/Budgeting - Eisler

There was discussion regarding an Academic Enrollment Incentive Model for base funding decisions for Fall 2005.

Next meeting:

Jan. 19 and 26 meetings were canceled. February 9 is the next scheduled meeting.

Adjourned at 12:10pm

Submitted by Elaine R. Kamptner