

Present: David Bair, Trenton Beamon, Rita Cooper, Jason Cronkrite, Mark Hoffman, Patty Janes, Sean Lancaster, Jamie Langlois, Jina Lee, Huafang Li, Clayton Pelon, Ellen Schiller, Greg Warsen

Absent: Sally Pelon

I. Welcome and Introductions

II. Discussion Items

A. Blackboard Site

- i. Within the CECI Blackboard site, Associate Dean Hoffman created a group and a folder called [College Governance & Bylaws](#) under the Organization Documents that contains both the former COE and CCPS bylaws, other GVSU colleges' bylaws, and other universities' bylaws that are similar to GVSU.

B. Governance and Bylaws

- i. Associate Dean Hoffman reflected on the history of the former colleges and explained why they were structured the way they were.
- ii. He opened discussion with two different options for bylaws: Minimalist and Comprehensive, the vehicle in which to correspond (e.g. via email, discussion board in BB, etc.). Also discussed was the method in which to meet: Zoom vs. in-person.
- iii. Amid discussion, the group debated and agreed upon a chair (being a more senior faculty) and co-chair (more of a junior faculty) structure. A motion was made by Greg Warsen to elect Sean Lancaster and Jamie Langlois as co-chairs. The motion was seconded by Jason Cronkrite. Motion was passed by secret ballot.
- iv. Patty Janes volunteered to be Secretary and take minutes at future meetings.
- v. The group agreed on bi-weekly meetings and homework for each meeting moving forward.
- vi. Sean Lancaster will extract the bylaws from the COE Handbook. (This is now in BB)

The next meeting is scheduled for Wednesday, September 22 at 10 AM via Zoom with a focus on the purpose or charge and what success would look like. Please review all the documents within the College Governance & Bylaws folder on the CECI Blackboard site.