

**G&R Team Meeting Minutes**  
**October 16, 2008**  
**10:00 am**  
**BHG 142**

**Present:** Dr. Diane Schmidt (presiding), Dr. Thomas J. Roberts (non-voting), Ms. Catherine Gardiner, Dr. Melih Madonaglu, Dr. Hulya Yazici, Dr. Ai Ning Loh, Dr. Anne Nolan, Ms. Donna Stremke (recording)

**Guest:** Dr. Jose Barreto

Dr. Schmidt opened the meeting.

**Approval of Previous Minutes.** Dr. Loh moved to approve the minutes as written; Dr. Madanoglu seconded the motion; motion carried unanimously.

**Green Technology Center Application.** Dr. Barreto presented a summary of the concept, its application and financial considerations. Some revisions still need to be made; for instance, this will be a University Center, not a State Center; better definition of goals and specific, measurable objectives; and incorporation of pertinent portions of the Appendix and FAQs into the proposal itself. The revision application is to be submitted no later than November 7 for review at the November 21 meeting. Dr. Loh moved to recommend conditional approval pending the G&R Team's review of the revised application. Dr. Nolan seconded the motion.

**Update from the Senate Leadership Committee.** Dr. Schmidt reported back on the Leadership Committee's request for revised by-laws and creation of the Team's goals and objectives. She will draft the revisions to the by-laws and the specific goals for 2008-2009 and e-mail them to the Team to review. The Senate has requested a Policy and Procedures manual; Ms. Stremke is to provide a draft to the Team. Dr. Schmidt reported that faculty concerns as presented to the Senate will be presented to the Leadership Committee to be brought to the G&R Team for consideration.

**Center/Institute Reports:** Dr. Roberts summarized the history of the Team's involvement with the annual reports. The Team discussed the issue of scoring the reports.

**Center for Positive Aging:** The Team noted that this center has been disbanded.

**Center for Public and Social Policy:** The Team's review found little substantive improvement from the last annual report or in the activities as reflected in the report and discussed how to improve several of the sections. The Team set a deadline of November 7 for resubmission of the revised report, to allow two weeks for review before the November 21 meeting. The Team will recommend disbanding the Center and redirecting the efforts of its personnel if a substantially improved report is not received. Ms. Stremke is to prepare a detailed memo and send it to the Team to review.

**Center for Environmental and Sustainability Education.** The Team's review of this annual report supplement found good improvement in the reporting and a clear picture of the Center's activities and assessment.

**Coastal Watershed Institute.** The Team found the report to be of good quality, as usual, and only questioned if there is adequate space for the Institute.

**Whitaker Center.** The Team found the report to be exemplary, making recommendation only to strengthen section 10 and questioning the adequacy of the existing space. The Team approved of the goals/objectives table and agreed that the reporting of the faculty activity was better than in last year's report.

**Center for Leadership and Innovation.** The Team agreed that the report was better than last year's report. However, the Team is concerned about the numerous centers and institutes being established with the CLI without going through the new university approval process and recommends that the CLI conform to the application and approval process required of other university centers and institutes.

The Team recommends that the independent Institute reports be attached to the parent report as appendices, rather than inserted into the text of the parent report. The parent report should include an executive summary and an organization chart demonstrating the relationships of its various centers and institutes. The Team also recommends the parent report explaining how the parts contribute to the whole, providing clear goals for the CLI and aligning the goals of its various subsidiaries to the overall goals. The CLI's budget should include a chart with line items for each of its subsidiaries with their detailed budgets in the appendices.

**Suggestions for the Next agenda:** Revise the application template; aligning the application form with the evaluation criteria; specifying the grammatical format to be used in the report narrative; how to separate criteria 6, 7, and 8; and reviewing the Center/Institute's evaluation and scoring. The remaining Centers/Institutes Annual Report Supplements will be reviewed then: The Small Business Development Center, the Florida Institute of Government, and the Institute for Youth and Justice Studies.

**Next meetings:** Dr. Yazici requested an alternate date for the November 21 meeting. Ms. Stremke is to attempt to reschedule the meeting. The Team also requested the meeting scheduled for Friday, December 12, 2008, be rescheduled to Wednesday, December 10.

The meeting adjourned at 12:10 pm.