

**RIT Oversight Committee Meeting
April 23, 2010**

MINUTES

Attendees: Thomas Cornell, Cheryl Lomedico, Walter Wolf, Malcolm Spaul, Diana Forero, Shane Crouse, Katherine Clark. Denis Charlesworth attended to provide issue specific information.

Absent: Ian Gatley, James Reilly

Chair Tom Cornell convenes the meeting of the Oversight Committee at 9:40am. Minutes of the January 28, 2010 meeting are approved by the Committee with minor edits.

Tom reports that he has provided the prior year's annual report to the governance groups and conducted presentations at the Institute Council and Academic Senate. He mentions that there were questions regarding the nature of work conducted by Enterprise Centers and that it will be helpful for that to be spelled out in the revised procedures document. The Committee agrees that because a presentation wasn't given to Staff Council, SRS should confirm that all members of Staff Council received a copy of the annual report.

Diana Forero is in attendance representing Student Government. Diana is only able to attend this meeting due to her impending graduation; so SRS will meet with Student Government in the fall to explain the role & responsibility of the Committee and its members.

There are no exceptions/corrections to the RAPID NOA process to report from Q3.

The Committee reviews the proposed changes to the Committee procedures document. The Committee would like a list of the current Enterprise Centers listed on the SRS website and referenced in the procedures document. Tom suggests changing references to Enterprise Centers to Enterprise Activities. He suggests that such a change will help clarify that the procedures apply to those types of activities and not to all the work being done by those units involved. The Committee agrees to make that change.

The Committee agrees that additional revisions should be made and sent to the Committee members for review in email. Once a revision document is finalized, the Committee is comfortable voting for the changes via email, with a motion being initiated by the Chair.

Tom, Shane and Denis discuss their participation in the campus-wide policy review. The Committee is expected to have an opportunity to revisit the Oversight Policy with suggestions from the policy review committee and the appropriate vice presidents.

Denis provides the Committee with a list of RIT's current subsidiaries. The Committee then discusses the nature of the subsidiaries with Denis' input and agrees that SRS will send an annual email on behalf of the Committee to each subsidiary confirming their activity and an annual email to RIT's Office of Legal Affairs to confirm the list of subsidiaries. This revision to the procedures will be included in the updated procedures document to be approved by the Committee at a later date.

SRS presents four projects that require the Committee's prior review. Based on the facts presented, the Committee agrees to recommend proceeding with all four projects. SRS will prepare the documents for Dr. Haefner's review.

NOA reviews:

Malcolm Spaul (College of Engineering)

- Malcolm provided signature sheets for both Q2 and Q3 reviews.

Jim Reilly (CCIS, CLA, COB)

- Jim was not in attendance and will provide his review at a later date.

Walter Wolf (CAST and CIAS)

- Signature page received

Cheryl Lomedico (College of Science)

- Cheryl included her comments on the review report
- Signature page received

Tom Cornell (NTID and University Wide)

- All projects were acceptable.
- Signature page received

Ian Gatley (Institute of Sustainability)

- Ian was not in attendance and will provide his review at a later date.

Meeting was adjourned at 11:27 a.m.