

College and University Council

Meeting Agenda for March 8, 2024

- I. Welcome and Introductions of invited guests
- II. Roll Call – establish quorum
- III. Adoption of the Agenda
- IV. Appointment of Parliamentarian
- V. Approval of Minutes from Friday, March 17, 2023, virtual meeting
- VI. Committee Reports (will be presented at ABFSE Annual Meeting)
 - A. ABFSE Executive Committee – President, Joseph Finocchiaro, *Dallas Institute*
 - B. COA Accreditation Liaison Committee – Michael LuBrant, *University of Minnesota*
 - C. Committee on Accreditation – Chair, Leili McMurrugh, *Worsham College*
 - D. Constitution & By-Laws Committee – Chair, Audrina Dollar, *Mid-America College*
 - E. Curriculum Committee – Chair, Cody Lopasky, *Commonwealth Institute*
 - F. Finance Committee – President, Joseph Finocchiaro, *Dallas Institute*
 - G. Program Committee – Chair, Rebecca Gardner, *Northeast Texas Community College*
 - H. Scholarship Committee – Chair, Ebone Dukes, *Northwest Mississippi Community College*
 - I. National Board Examination Liaison Committee – Chair, Vacant
- VII. Report on ABFSE participation in the [2024 ICFSEB annual meeting](#)
- VIII. Unfinished Business
- IX. New Business

The College and University Council serves as the "caucus" for all academic programs/institutions which are members of the ABFSE; reviews and recommends action on notices of motion; and establishes a Nominating Committee to present a slate of names to the membership at the Annual

- A. ABFSE Notices of Motion
 - 1. Updates to ABFSE Curriculum Outlines
 - a) *Chemistry*
 - b) *Embalming*
 - c) *Funeral Service Psychology and Counseling*
 - 2. Review of Standards process completion
 - 3. ABFSE Articles of Incorporation and Bylaws
 - B. COA educator nominations
 - C. ABFSE Mentoring Program – Presenter, Lauren Budrow, *Wayne State University*
- X. Announcements
- A. [ABFSE Annual Meeting – April 8-12, 2024, Boston, MA](#)
 - 1. [Program Registration](#)
 - 2. [Hotel Reservations](#): deadline approaching
 - 3. [Credential form](#): voting delegate designation
 - B. [Summer Curriculum Workshop](#): June 6-8, 2024 - Cypress, CA
 - 1. Content review
 - a) *Microbiology*
 - b) *Small Business Management (with Accounting)*
 - c) *Funeral Service Law & Federal Trade Commission*
 - 2. Deadline to submit resumes/CV - March 31, 2024
 - C. [Pre-Conference Webinar: **AI-Driven Learning – Enhancing Student Experiences**, Friday, March 15, 2024](#)
 - D. ABFSE Committee vacancies
- XI. Adjourn

Instructions to designate CUC Voting Representative in Zoom:

Change your Name in Zoom to add 'V' for voting representative:

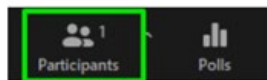
1. To change your name after entering a Zoom meeting, click on the "Participants" button at the top of the Zoom window.

2. Next, hover your mouse over your name in the "Participants" list on the right side of the Zoom window. Click on "Rename".

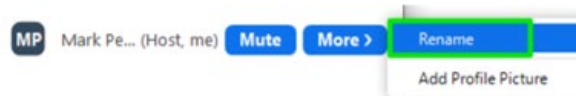
3. Enter your name with a "V" to designate that you are the voting representative from your institution. Click on "ok".

Here is a graphical illustration:

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2.) Next, hover your mouse over your name in the "Participants" list on the right side of the Zoom window. Click on "Rename".



3.) Enter the name you'd like to appear in the Zoom meeting and click on "OK".

