University Council Steering Committee

MINUTES  JUNE 16, 2015  3:00 – 4:05 PM

MEETING CALLED BY  Stacey Moore, chair
TYPE OF MEETING  Monthly Meeting
PRESIDER  Stacey Moore, chair
NOTE TAKER  Suzanne Testerman
ATTENDEES  Members: Matt Bungard, Kristin Koskey, Stacey Moore, Diane Raybuck, Harvey Sterns, Suzanne Testerman
            Absent with notice: Isaac Lampner, Mike Sherman

Agenda topics

3:00 – 3:07  CALL TO ORDER  STACEY MOORE

1. The chair asked for additions to the agenda. The following items were added to
   the agenda:
   • Quorum Discussion
   • UC Meeting Preparation
   • Student Engagement and Success Update

3:08 – 3:15  UNFINISHED BUSINESS  STACEY MOORE

1. Quorum Discussion: A suggestions was made to allow the UC Steering
   Committee to conduct business at UC meetings during the summer months
   without a quorum. A full review of actions taken will be presented at the first UC
   meeting after the beginning of fall semester.

3:15 – 3:32  TOPIC SUBMISSIONS  STACEY MOORE

1. The Steering Committee reviewed the Fee Remission for Part-Time Staff
   Dependents Response from the Talent Development and Human Resources
   Committee. TDHR will bring a motion to the UC.

2. There was a discussion regarding the topic submission process and the Steering
   Committee should identify each topic submission as a policy topic or an
   operational topic and clearly communicate the topic submission process to the
   author.

3. A motion was made and seconded to allow anonymous topic submissions, with
   language TBD.
1. **UC Meeting Preparation:** A suggestion was made to have steering committees submit report materials to the UC Steering Committee and post them to SharePoint 7 days prior to the UC meeting to allow UC members an opportunity to review the documents.

2. **Student Engagement & Success Update:** Michael Spayd (CPAC) will replace Paul Levy (Chairs/School Directors) as committee chair per Bylaw D(6)(c): “Officers must be a representative of Faculty Senate, CPAC, SEAC, USG or GSG.”

3. The July 14 UC meeting agenda was approved by unanimous consent.

The meeting was adjourned at 4:05 p.m. by unanimous consent.