# University Council Steering Committee

## MINUTES

**MAY 1, 2013**

**2:00 – 2:30 PM**

**MEETING CALLED BY**

Tim Lillie, co-chair

**TYPE OF MEETING**

Biweekly Meeting

**PRESIDER**

Tim Lillie

**NOTE TAKER**

Kim Haverkamp

**ATTENDEES**

Members: Matt Bungard, Tim Lillie, Kent Marsden, Mike Sherman

Absent with notice:

Other attendees: Julie Burdick, Kim Haverkamp

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## Agenda topics

**2:00 – 2:05**

**CALL TO ORDER**

**TIM LILLIE**

**DISCUSSION**

1. The co-chair asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.

2. The co-chair asked for additions or correction to the April 17th Steering Committee minutes. There being none, the minutes were approved as distributed by unanimous consent. The minutes will be posted to the UC website.

**2:05 – 2:10**

**UNFINISHED BUSINESS**

**TIM LILLIE**

**DISCUSSION**

1. The UC Proposed bylaws are scheduled to be on the Board of Trustees Rules Committee agenda in June.

2. The Steering Committee reviewed and approved the University Council Overview PowerPoint. The UC Overview presentation will be added to the Steering Committee Report section of the May 14th UC agenda. Co-chair Lillie will give the presentation and provide an update of the bylaws process.

**2:10 – 2:25**

**ISSUE BRIEFS**

**TIM LILLIE**

**DISCUSSION**

1. A response was received from William Viau, Associate Vice President for Talent Development and Human Resources, regarding the University Council Service Recognition Proposal. The topic will be added to the Unfinished Business section of the May 14th UC agenda. UC members will be provided with the original motion and the response for the meeting.

2. The Steering Committee reviewed a response regarding the Effectiveness and Efficiency Initiatives Committees issue brief. A list of the chairs and members of the Effectiveness and Efficiency initiatives were sent to the University campus community via an email from Provost Sherman and CFO David Cummins on
April 16\textsuperscript{th}. A link to the list is attached: Effectiveness, efficiency, and productivity initiatives.

3. Per the Staff Employees Advisory Committee’s (SEAC) request regarding the Effectiveness and Efficiency initiatives, Provost Sherman sent a response to the chair of SEAC addressing the request. 

**Kim Haverkamp will update the issue brief status.**

2:25 – 2:30

**NEW BUSINESS**

A suggestion was made to hold elections for the UC Steering Committee secretary and at large member positions at the June meeting to allow newly elected standing committee chairs the opportunity to be nominated for the positions. The Steering Committee decided to hold the elections at the May 14\textsuperscript{th} UC meeting as originally planned.

The Steering Committee reviewed and approved the May 14\textsuperscript{th} UC agenda with the following additions:
- Steering Committee Report and UC Overview
- UC Service Recognition Proposal Response (Unfinished Business section)

The meeting was adjourned at 2:30 p.m. by unanimous consent.