*University Council*

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| University Council Executive Committee |
| Minutes | october 5, 2021 | 3:30 pm | microsoft teams |
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| Meeting called by | Tonia Ferrell |
| Type of meeting | Monthly Meeting |
| Presider | Tonia Ferrell |
| Note taker | Heather Loughney |
| Attendees | **Attendees:** Jeanette Carson, Ed Evans, Tonia Ferrell, Marjorie Hartleben, Courtney Johnson-Benson, Grace Kasunic Kris Kraft, John Wiencek**Absent with notice:**  Katelyn Frey**Absent without notice:**   |
| Agenda topics: |
|  | Call to Order | tonia ferrell |
|  | 1. The chair called the meeting to order. Secretary Kraft added an item under New Business. The agenda was approved without dissent.
2. The minutes of the August 24th meeting were approved without dissent.
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|  | Topic Submissions | tonia ferrell |
|  |  The chair shared that she was not able to attend the meeting to discuss the topic submissions but asked for an update. Ed Evans reported that the spreadsheet was agreed upon for distributing the topic submissions and that there was discussion on the expected response times from the committees. The reporting form was also discussed in regard to making it easier for the committees to respond to it. Heather added that the initial emails will ask for a response within ten working days and that there will be a timeline for action requested from the committees. Tonia requested to be copied on all emails to committees.  |
|  | unfinished Business | tonia ferrell |
|  | 1. Bylaws review – the chair suggested a separate meeting to discuss the big topics that were still unresolved in the bylaws revisions. Heather will send a poll out to the UCEC to set a date for that meeting. The big topics remaining to be resolved are: relating the standing committees work to the strategic plan, numbers of at-large representatives to UC from each constituency group, membership of UCEC, deans on committees, meetings of the UC and the standing committees, duties of the secretary of the UC and the role of parliamentarian.

The chair shared that one of the big points is the role of the committees and if all the committees originally created in the UC bylaws were still correct or if there should be committees removed. It was decided to send an email out to the chairs and administrators ahead of the October 25 meeting of the UCEC with the chairs and administrators to ask them to consider their committee’s role in relation to the strategic plan. 1. UC Orientation – Kathee Evans was chair of the committee but is no longer on UCEC. She is willing to continue working on orientation and was working on the website and a video. Heather added that there were changes to the new UC member letters that included links to Robert’s Rules of Order and the UC website.
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|  | New Business | Tonia ferrell |

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|  | new business | tonia ferrell  |

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|  | 1. Agenda for October 12, 2021 UC meeting was approved.
2. Secretary Kraft announced that RooFit will be returning this year. Recreation and Wellness met and decided that for morale purposes there was a need for it to return. There will be a faculty/staff version and newly added a student version. There are also plans for a mental health component to be added. She also shared that they will be looking for help from the UCEC and also in need of a little bit of money for the program. They want to do water bottles again and possibly t-shirts. She also shared that people have asked for it to return. Grace Kasunic shared that she may have water bottles to donate, Kris said she would connect with her on that.
3. Chair Ferrell opened a discussion regarding speakers at future UC meetings. She asked for suggestions for speakers. After suggestions and discussion it was decided that Kim Gentile will be invited to the November meeting to discuss increasing enrollment initiatives and that Dean McKinney will be invited to join her in sharing what his college is doing. For the December meeting Tammy Ewin will be invited to speak.
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|  | New Business | Tonia ferrell |

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|  | good of the order | tonia ferrell |

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|  | 1. The chair reminded everyone that the October 26 UCEC meeting will take place in the McCollester Room in Buchtel Hall and that BOT Chair Gingo will be joining the meeting. Plan to discuss orientation, UC bylaws, topic submissions updates and items that Chair Gingo may want to ask about.
2. The chair shared that there was a request from ITL to bring back the teaching/research awards. She has talked to Cher about the concern of splitting the awards and it was decided that they will stay with the UC ad hoc Awards Committee.
3. Meeting was adjourned at 4:13 pm.
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