

# University Council Steering Committee

## MINUTES

FEBRUARY 16, 2016

3 – 4:10 PM

LEIGH HALL 413

MEETING CALLED BY	Harvey Sterns, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Harvey Sterns, chair	
NOTE TAKER	Kim Haverkamp	
ATTENDEES	<p><b>Members:</b> Kristin Koskey, Isaac Lampner, Ruth Nine-Duff, Rex Ramsier, Diane Raybuck, Harvey Sterns</p> <p><b>Absent without notice:</b> Brittne Paramore</p>	
Agenda topics:		
3:00 – 3:05	CALL TO ORDER	HARVEY STERNS
DISCUSSION	<ol style="list-style-type: none"> <li>1. The chair called the meeting to order. He asked for additions to the agenda. The topic Sick Leave Bank Proposal was added to unfinished business. The agenda was approved as amended by unanimous consent.</li> <li>2. The chair asked for additions or corrections to the January 20 Steering Committee minutes. The time of adjournment was changed from 11:35 p.m. to 11:35 a.m. The minutes were approved as amended by unanimous consent.</li> </ol>	
3:05 – 3:40	UNFINISHED BUSINESS	HARVEY STERNS
DISCUSSION	<ol style="list-style-type: none"> <li>1. Chair Sterns and Interim Provost Ramsier met with President Scarborough on February 12 and received the AGB recommendations of the UC Bylaws and a redline version of the current UC Bylaws created by the Office of Academic Affairs. The Board of Trustees is asking the UC to provide feedback and recommendations on the proposed changes. The AGB did not provide a rationale for the proposed changes. <p>The Steering Committee discussed the AGB recommendations of the UC Bylaws and decided to form an ad hoc Bylaws Review and Recommendation Committee at the March 8 UC meeting.</p> <p>Kim Haverkamp will email the bylaws documents to UC members and request nominations for the ad hoc Bylaws Review and Recommendation Committee.</p> </li> <li>2. Per the request of the Talent Development and Human Resources Committee, the Steering Committee will ask Nathan Mortimer to follow up with the Attorney General's Office on his request for an opinion regarding the University's legal ability to provide a Sick Leave Bank.</li> </ol>	

3:40 – 3:45	TOPIC SUBMISSIONS	HARVEY STERNS
DISCUSSION	<ol style="list-style-type: none"> <li>1. A topic submission regarding Training and Professional Development was submitted by Jeanne Similia. The Steering Committee will refer the topic to the Talent Development and Human Resources Committee.</li> <li>2. A topic submission regarding Heat in Folk Hall was immediately sent to PFOC. It was determined that the temperature in the specified classrooms was within the campus set-point. The topic submission author was notified of the response.</li> </ol>	
3:45 – 4:10	NEW BUSINESS	HARVEY STERNS
Discussion	<ol style="list-style-type: none"> <li>1. The Steering Committee discussed an email from the chair of the Budget and Finance Committee regarding secretary support. Per the UC Bylaws, “appointed administrators for support for standing committees are responsible for providing material support to the committee to which they are assigned” (UC Bylaws, January 20, 2015: F2, page 6).</li> <li>2. The Steering committee will send a response to Councilor Lilly regarding his questions about the Draft UA Enterprise Resource Planning (ERP) Committee Charter.</li> </ol> <p>The meeting was adjourned at 4:10 p.m. by unanimous consent.</p>	