

University Council Steering Committee

MINUTES

DECEMBER 4, 2013 1 – 2 PM

MEETING CALLED BY	Stacey Moore, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	Members: Turner Anderson, Stacey Moore, Diane Raybuck, Kathie Ruther, Mike Sherman, Harvey Sterns, Suzanne Testerman Absent without notice: Ian Schwarber Other attendees: Kim Haverkamp

Agenda topics

1:00 – 1:05 CALL TO ORDER STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> 1. The chair asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. 2. The chair asked for additions or correction to the October 21 Steering Committee minutes. There being none, the minutes were approved as distributed by unanimous consent. The minutes will be posted to the UC website.
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1:05 – 1:20 UNFINISHED BUSINESS STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> 1. HLC Report: A first draft of the University's Focused Visit Report is complete. The Steering Committee discussed feedback received from a University Council member. A suggestion was made to add a section in the report about continuous improvement. The deadline for campus feedback was December 3. The final document will be submitted in December, in preparation for a site visit by a focused visit team scheduled for Feb. 16-17, 2015. 2. New Member Orientation: Suzanne Testerman and Ian Schwarber are developing an orientation for new members and current members with questions about UC procedures. 3. UC Bylaws: A question was raised about the BOT response to the UC bylaws. The Steering Committee indicated that there should be an update at the December 9 UC meeting.
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1:20 – 1:45

ISSUE BRIEFS

STACEY MOORE

DISCUSSION	<ol style="list-style-type: none">1. A topic submission regarding a Salary Study was issued by Katie Watkins-Wendell on behalf of CPAC. The Steering Committee CPAC representative asked that the salary study be inclusive of all constituent groups. The Steering Committee will refer the topic submission to the Talent Development and Human Resources committee.2. A topic submission regarding a Tri-Semester Year was issued by Marie Cobb. The Steering Committee will forward the request to Faculty Senate to determine next steps.
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1:45 – 2:00

NEW BUSINESS

STACEY MOORE

DISCUSSION	<ol style="list-style-type: none">1. Standing Committee Procedures: Stacey Moore and Suzanne Testerman will conduct an orientation for standing committee chairs to review procedures and answer questions.2. Research Committee: The Steering Committee discussed a suggestion to reestablishing a research standing committee. At the January 8, 2013, UC meeting, a motion was carried to remove the research standing committee from the UC Bylaws. A UC research committee should address different issues than the Faculty Senate research committee. A suggestion was made to schedule a meeting between the UC Steering Committee and the Faculty Senate Executive Committee to discuss this topic.3. Standing Committee Realignment: There was a discussion about the University's new reporting structure and alignment of UC Standing Committees with the VP areas. The Steering Committee will continue to discuss this topic.4. The December 9 UC agenda was approved. <p>The meeting was adjourned at 2 p.m. by unanimous consent.</p>
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