

University Council

MINUTES

JANUARY 8, 2013

3:00 – 4:45

MEETING CALLED BY	Tim Lillie and Mike Sherman, co-chairs
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tim Lillie
NOTE TAKER	Kim Haverkamp
ATTENDEES	<p>Member: Matt Bungard, Julie Burdick, Candace Campbell Jackson, David Cummins, Rachelle Davis, Mark Dvorak, Elizabeth Erickson, Kim Gentile, Wayne Hill, Becky Hoover, John Kline, Eileen Korey, John LaGuardia, Timothy Lillie, Kent Marsden, Sue McKibben, Chand Midha, Stacey Moore, George Newkome, Nancy Roadruck, Jim Sage, Steve Sedlock, Mike Sherman, Cheryl Collins-Slusarczyk, Laura Spray, Harvey Sterns, Jim Tressel, Andrew White, Tom Wistrail, David Witt</p> <p>Absent with notice: Jim Boyes, Ted Curtis, Nate Kerr, Shivakumar Sastry</p> <p>Absent without notice: Dale Adams, Mary Beth Clemons, Justin Orashan, Sheldon Wrice</p> <p>Other attendees: Kelly Daw, Kim Haverkamp</p>

Agenda topics

3:00 – 3:05

CALL TO ORDER

TIM LILLIE

DISCUSSION	<ol style="list-style-type: none"> 1. The co-chair called the meeting to order. 2. The co-chair asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. 3. The co-chair asked for additions or corrections to the December 11th University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent. The minutes will be posted to the UC website.
------------	---

3:05 – 3:10

STEERING COMMITTEE REPORT

TIM LILLIE

DISCUSSION	<ol style="list-style-type: none"> 1. The Steering Committee discussed the bylaws approval process. Upon approval of the bylaws by the UC, they will be forwarded directly to the President for his action which may be to refer them directly to the Board of Trustees or return them to the UC with reasons for their disapproval. 2. The Steering Committee discussed a possible overlap between UC committees and Faculty Senate committees. 3. The Steering Committee considered submitted issue briefs.
------------	--

4. The chair asked members to stand for a moment of silence to honor the memory of Dr. Helen Qammar, director of the Institute for Teaching and Learning, who passed away on January 7th after a lengthy illness.

3:10 – 4:45

UNFINISHED BUSINESS

TIM LILLIE

The University Council continued reviewing the December 2012 Draft Bylaws seriatim, paragraph by paragraph. Clicker technology was used for secret ballot voting.

A transcriptionist was present to provide record of the discussion, [UC Meeting Transcript 1-8-13](#)

The following amendments were proposed:

1. There was a motion to change the word “co-chair” to “appointed administrator of support” throughout the document. The co-chair explained that the title of the person that is the appointed member of a standing committee was debated at the last meeting on December 11th and the decision was made to keep the word “co-chair.” This issue can be reconsidered during the amendment process following the initial bylaw review.
2. There was a motion to delete bylaw E(8) that was added at the last meeting on December 11th, but not voted on:
University council elected co-chair and elected student members should be considered for workload adjustments.
 - (a) The elected co-chair shall receive an adjustment of ¼ of his/her work load assignment including summers.
 - (b) Student council members shall receive ¼ tuition remission for the duration of their service.

DISCUSSION

A previous question was ordered on bylaw E(8) to end debate and proceed immediately to a vote.

A point of order was raised to question the requirement of a two-thirds vote instead of a majority vote. The co-chair explained that it is a parliamentary rule that a two-thirds vote is required when a motion for previous question is ordered.

The previous question motion carried by a secret ballot vote of 25 in favor and 2 opposed.

The motion to delete bylaw E(8) carried by a secret ballot vote of 18 in favor and 10 opposed.

3. There was a motion to amend bylaw E(6):
Contributions to university council ~~may shall~~ be considered in the annual assessment of employee performance. ~~and shall be recognized appropriately in the compensation decision-making process.~~
The motion was defeated by a secret ballot vote of 14 opposed and 14 in favor. A tie vote results in a failed amendment.

4. There was a motion to delete bylaw F(1):
Material support. The university shall provide suitable office space, a budget for appropriate expenditures including funds for providing reassigned time or stipends to officers, and at least one full-time staff person for support of the university council activities.
The motion was defeated by a secret ballot vote of 14 opposed and 13 in favor.
5. There was a motion to amend bylaw G(2)(b)(iii):
Special meetings may be called at any time with one week's notice by the chair of the **university council**/steering committee or upon petition by any three or more council members who present their request to the chair of the **university council**/steering committee in writing, or by request of the president, SVPP, or board of trustees.
The motion carried by a secret ballot vote of 26 in favor and 0 opposed.
6. There was a motion to amend bylaw H(1)(b):
Duties of the vice chair **of the university council/steering committee**: Assists the chair in such ways as the latter may request; and in the absence of the chair, the vice chair presides over the meetings of the university council/**steering committee**.
The motion carried by unanimous consent.
7. There was a motion to amend bylaw H(1)(a):
Duties of the chair **of the university council/steering committee**: The chair of the steering committee presides over meetings of the university council **and steering committee**, calls special meetings of the university council, acts as or designates the official spokesperson for the university council in all of its external communications, forwards to the president or SVPP all recommendations passed by the university council, supervises the clerical staff of the university council, and undertakes such tasks as are directed by the council. ~~The individual elected to this post shall receive release time equivalent to one quarter of his/her regular load or assignment during the chair's term of office, including summer session.~~ Upon the expiration of the chair's term of office, the ex-chair shall for one year be a non-voting member, ex officio of the university council if he or she otherwise would not be a member. During that period, the ex-chair shall also be a non-voting member ex officio of the steering committee.
The motion carried by unanimous consent.
8. There was a motion to amend bylaw I(1)(a):
Recommends mid and long-range plans **for standing committee work**.
The motion carried by a secret ballot vote of 23 in favor and 1 opposed.
9. There was a motion to amend bylaw H(2)(h):
The steering committee shall participate in **quarterly monthly** meetings with the president and/or SVPP.
The motion carried by a secret ballot vote of 22 in favor and 3 opposed.

10. There was a motion to amend bylaw I(i)(i):

Student engagement and success committee

The student engagement and success committee is responsible for studying, monitoring and making recommendations regarding the university's student engagement and success strategies and practices **in collaboration with staff, contract professionals and faculty in appropriate departments**. These recommendations shall be forwarded to the university council for consideration.

The motion carried by a secret ballot vote of 24 in favor and 0 opposed.

11. There was a motion to delete bylaw I(i)(viii):

Research committee

The research committee is responsible for studying, monitoring and making recommendations on the university's research strategies and practices. These recommendations shall be made to the university council for consideration.

The motion carried by a secret ballot vote of 24 in favor and 0 opposed.

12. There was a motion to add the new language amended to bylaw I(i)(i), Student Engagement and Success Committee, to each committee charge in bylaws I(i)(ii – ix):

Information technology committee

The information technology committee is responsible for studying, monitoring and making recommendations regarding information technology planning, policies, strategies and practices **in collaboration with staff, contract professionals and faculty in appropriate departments**. These recommendations shall be made to the university council for consideration.

Budget and finance committee

To study, monitor and make recommendations to university council on the development of all university budget, finance and purchasing policies and resource allocations **in collaboration with staff, contract professionals and faculty in appropriate departments**. These recommendations shall be made to the university council for consideration.

Physical environment committee

The physical environment committee is responsible for studying, monitoring and making recommendations related to overall campus planning, safety, and the use and assignment of university space, physical facilities and equipment **in collaboration with staff, contract professionals and faculty in appropriate departments**. These recommendations shall be made to the university council for consideration.

Communications committee

The communication committee is responsible for: Assessing and making recommendations regarding the University's internal/external communication strategies and practices; Providing/receiving feedback to/from University Council on systemic communication issues; Tracking issues that have a direct institution-wide impact and recommend action as appropriate; Gathering feedback from the constituents that each committee member represents and bring attention to issues for consideration by the whole committee **in collaboration with staff, contract professionals and faculty in appropriate departments**. These recommendations shall be made to the university council for consideration.

Athletics and recreation committee

The athletics and recreation committee is responsible for studying, monitoring and making recommendations on strategies and policies regarding intercollegiate athletic and recreational sports and wellness issues **in collaboration with staff, contract professionals and faculty in appropriate departments**. These recommendations shall be made to the university council for consideration.

Talent development and human resources committee

The talent development and human resources committee is responsible for studying, monitoring and making recommendations on the development of all university policies and practices relating to inclusive excellence and to the wellbeing of employees of the university, subject to existing contractual agreements **in collaboration with staff, contract professionals and faculty in appropriate departments**. Issues of wellbeing would include but are not limited to fringe benefits, insurance, employee performance, wellness and other aspects of working conditions. These recommendations shall be made to the university council for consideration.

Public affairs and development committee

The public affairs and development committee is responsible for studying, monitoring and making recommendations on public affairs, public relations and development issues **in collaboration with staff, contract professionals and faculty in appropriate departments**. These recommendations shall be made to the university council for consideration.

The motion carried by a secret ballot vote of 20 in favor and 1 opposed

13. There was a motion to amend bylaw I(i)(ix):

Public affairs and development committee

The public affairs and development committee is responsible for studying, monitoring and making recommendations on public affairs, ~~public relations~~ and development issues in collaboration with staff, contract professionals and faculty in appropriate departments. These recommendations shall be made to the university council for consideration.

The motion carried by a secret ballot vote of 22 in favor and 0 opposed.

14. There was a motion to amend bylaw J:

Rules: The parliamentary authority for the university council shall be "Robert's Rules of Order," in its most recent edition. In any conflict between the university council bylaws and "Robert's Rules of Order," the council bylaws take priority. A person who is not a member of the university council shall be appointed parliamentarian by the chair of the university council/**steering committee**.

The motion carried by unanimous consent.

15. There was a motion to add an additional bylaw K(5):

The Steering Committee of the University Council shall propose an implementation plan for these bylaws so that they will be fully in effect no later than April 30, 2014.

The motion carried by a secret ballot vote of 22 in favor and 0 opposed.

16. There was a motion to postpone consideration of the bylaws until the next meeting on February 12, 2013.

The motion carried by a secret ballot vote of 15 in favor and 6 opposed.

4:45 – 4:45

STANDING COMMITTEE REPORTS

STANDING COMMITTEE
CHAIRS

DISCUSSION

There were no Standing Committee reports.

4:45 – 4:45

NEW BUSINESS

DISCUSSION

There was no new business.

The meeting was adjourned at 4:45 p.m. by unanimous consent.