University Council Steering Committee

MINUTES   JANUARY 9, 2013   2:00 – 3:00 PM

MEETING CALLED BY	Tim Lillie, co-chair
TYPE OF MEETING	Biweekly Meeting
PRESIDER	Tim Lillie
NOTE TAKER	Kim Haverkamp
ATTENDEES	Members: Tim Lillie, Kent Marsden, Sue McKibben, Nancy Roadruck, Steve Sedlock, Mike Sherman Other attendees: Julie Burdick, Kim Haverkamp

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 December 12th 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 – 2:40   UNFINISHED BUSINESS   TIM LILLIE

DISCUSSION	1. The Steering Committee discussed the bylaws review process from the January 8th UC meeting.
	
	They expressed their appreciation of the following individuals:
	• Steve Sedlock for editing the bylaws during the meeting
	• Laura Melby for providing transcription services
	• Litsa Varonis and Jamie Newhall for administering the clicker technology for secret ballot voting
	
	2. The Steering Committee discussed next steps of the bylaws review process for the February 12th UC meeting:
	• The final version of the bylaws will be open for amendments
	• There is a two-vote process to amend something previously adopted:
	    1. Vote to reconsider the adopted bylaw
	    2. Vote on the amended bylaw
	• There will be a final vote to adopt the entire bylaws document
	• A majority vote is required for the initial adoption of the bylaws
	• UC Steering Committee sends approved bylaws to President Proenza
	Kim Haverkamp will send a meeting notification encouraging members to submit amendments prior to the meeting.

	3. There was discussion about making the UC bylaws document accessible to the Higher Learning Commission (HLC). The Steering Committee reviewed the language in the HLC Self Study about University Council. 4. It was mentioned that the number of members on University Council will change if the Research Committee is eliminated per the motion to delete bylaw I(i)(viii) that was adopted at the January 8th UC meeting. It was determined that the constituent groups should continue to elect members to the Research Committee for the 2013- 2014 UC year. The bylaws implementation plan will resolve the issue. **Kent Marsden will create an amendment to bylaw D(5), University Council membership, for proposal at the February 12th UC meeting.** 5. The Steering Committee continued to discuss the possible overlap between UC committees and Faculty Senate committees.

2:40 – 2:55   ISSUE BRIEFS   TIM LILLIE

DISCUSSION	1. An issue brief regarding Customized Text Books was submitted on December 20th by Margaret Canzonetta. The Steering Committee referred the issue brief to the provost for his consideration. 2. It was mentioned that Student Government created a proposal in 2010 requesting that UA and the contracted University bookstore consider allowing students to purchase books using their UA student account. The Steering Committee will review the proposal and send it to the Budget and Finance Committee for consideration. **Steve Sedlock will send the proposal to the UC Steering Committee.**

2:55 – 3:00   NEW BUSINESS   TIM LILLIE

DISCUSSION	There was no new business. The meeting was adjourned at 3 p.m. by unanimous consent.