

# University Council Steering Committee

## MINUTES

JULY 25, 2012 2:00 – 3:00 PM

MEETING CALLED BY	Tim Lillie
TYPE OF MEETING	Biweekly Meeting
FACILITATOR	Tim Lillie
NOTE TAKER	Kim Haverkamp
ATTENDEES	Julie Burdick, Kim Haverkamp, Tim Lillie, Kent Marsden, Sue McKibben, Nancy Roadruck, Steve Sedlock  Absent with notice: Mike Sherman

### Agenda topics

2:00 – 2:05 CALL TO ORDER TIM LILLIE

DISCUSSION	<p>Tim Lillie called the meeting to order. He asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</p> <p>Tim Lille asked for additions or correction to the July 11<sup>th</sup> Steering Committee minutes. There being none, the minutes were approved as distributed by unanimous consent.</p>
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2:05 – 2:15 UNFINISHED BUSINESS TIM LILLIE

DISCUSSION	<p>The Steering Committee discussed the revised draft Issue Brief Process document and the draft University Council Communication Plan. Kim Haverkamp demonstrated the new Issue Brief section of the UC SharePoint site.</p> <p><b>Kim Haverkamp will revise the draft Issue Brief Process document and distribute it by email.</b></p>
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2:15 – 2:45 ISSUE BRIEFS TIM LILLIE

DISCUSSION	<p>An issue brief regarding Student Admission to Student Recreation and Wellness Center during Summer Months was submitted on July 16<sup>th</sup> by Christina Spears. The Steering Committee will refer the issue brief to Jim Walczyk, Director of SRWS, for response to the author. The Steering Committee will defer sending the issue brief to a Standing Committee until they review the policy.</p> <p><b>Kent Marsden will bring the policy to the next Steering Committee meeting on August 8<sup>th</sup>.</b></p>
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2:45 – 3:00 NEW BUSINESS TIM LILLIE

DISCUSSION	<p>There were none.</p> <p>The meeting was adjourned at 2:45 p.m. by unanimous consent.</p>
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