

University Council Steering Committee

MINUTES

OCTOBER 21, 2014

3:30 – 4:30 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, Ian Schwarber, Mike Sherman, Harvey Sterns, Suzanne Testerman Absent with notice: Kathie Ruther Other attendees: Kim Haverkamp

Agenda topics

3:30 – 3:35 CALL TO ORDER STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> 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 September 23 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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3:35 – 4:15 UNFINISHED BUSINESS STACEY MOORE

DISCUSSION	<p>HLC Report: The Steering Committee reviewed the attached core components for the 2015 HLC focused visit on governance and assessment. The Steering Committee discussed the attached draft UC report outline for the HLC visit. The HLC website (http://www.uakron.edu/hlc/) contains information about the 2013 HLC visit and the 2015 HLC visit. The vice chair read the July 11, 2013, HLC action letter.</p> <p>The following is a summary of the discussion:</p> <ul style="list-style-type: none"> • The University Council and Faculty Senate will both be included in the final report on governance • The report will focus on UC activities from April 2013 to present • The report will be a 5-7 page document with appendices • Constituent groups (Faculty Senate, CPAC, SEAC, USG, GSG) are well represented on all committees • The Steering Committee was restructured to include representatives from all constituent groups • Constituent groups provide different perspectives on issues/topics and the perspectives impact decisions • The Steering Committee developed an annual calendar to align major topical considerations of the standing committees with the BOT annual calendar
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	<ul style="list-style-type: none"> • Show continuous improvement through self-assessment surveys and in-depth standing committee reports • Include the Issue Brief Status Report and the Motion Status Report in the appendices • The chair and vice chair will review the Issue Brief Tracking Sheet and add appropriate topics to the Issue Brief Status Report for the report appendices • Add a column to the Issue Brief Status Report to summarize the response/action and show the process was completed • Include the standing committee goals document in the appendices
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4:15 – 4:15 ISSUE BRIEFS STACEY MOORE

DISCUSSION	There were none at this time.
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4:15 – 4:35 NEW BUSINESS STACEY MOORE

DISCUSSION	<p>Steering Committee Focus and Actions: The Steering Committee discussed the attached document regarding Standing Committee Observations.</p> <p>The following is a summary of the discussion:</p> <ul style="list-style-type: none"> • A reminder email about vacant positions went to constituent groups on October 8 • Councilor Schwarber and Councilor Testerman will develop an orientation for new members and constituent group chairs regarding UC procedures <p>Meeting adjourned at 4:35 p.m.</p>
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