

# University Council Steering Committee

MINUTES

JUNE 16, 2015

3:00 – 4:05 PM

MEETING CALLED BY	Stacey Moore, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, chair
NOTE TAKER	Suzanne Testerman
ATTENDEES	Members: Matt Bungard, Kristin Koskey, Stacey Moore, Diane Raybuck, Harvey Sterns, Suzanne Testerman  Absent with notice: Isaac Lampner, Mike Sherman

## Agenda topics

3:00 – 3:07

CALL TO ORDER

STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> <li>The chair asked for additions to the agenda. The following items were added to the agenda: <ul style="list-style-type: none"> <li>Quorum Discussion</li> <li>UC Meeting Preparation</li> <li>Student Engagement and Success Update</li> </ul> </li> <li>The chair asked for additions or correction to the June 2 Steering Committee minutes. There being none, the minutes were approved as distributed by unanimous consent. The minutes will be posted to the UC website.</li> </ol>
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3:08 – 3:15

UNFINISHED BUSINESS

STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> <li>Quorum Discussion: A suggestions was made to allow the UC Steering Committee to conduct business at UC meetings during the summer months without a quorum. A full review of actions taken will be presented at the first UC meeting after the beginning of fall semester.</li> </ol>
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3:15 – 3:32

TOPIC SUBMISSIONS

STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> <li>The Steering Committee reviewed the Fee Remission for Part-Time Staff Dependents Response from the Talent Development and Human Resources Committee. TDHR will bring a motion to the UC.</li> <li>There was a discussion regarding the topic submission process and the Steering Committee should identify each topic submission as a policy topic or an operational topic and clearly communicate the topic submission process to the author.</li> <li>A motion was made and seconded to allow anonymous topic submissions, with language TBD.</li> </ol>
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<p>DISCUSSION</p>	<ol style="list-style-type: none"><li>1. UC Meeting Preparation: A suggestion was made to have steering committees submit report materials to the UC Steering Committee and post them to SharePoint 7 days prior to the UC meeting to allow UC members an opportunity to review the documents.</li><li>2. Student Engagement &amp; Success Update: Michael Spayd (CPAC) will replace Paul Levy (Chairs/School Directors) as committee chair per Bylaw D(6)(c): “Officers must be a representative of Faculty Senate, CPAC, SEAC, USG or GSG.”</li><li>3. The July 14 UC meeting agenda was approved by unanimous consent.</li></ol> <p>The meeting was adjourned at 4:05 p.m. by unanimous consent.</p>
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