University Council

MINUTES   MARCH 11, 2014   3 – 5 PM

MEETING CALLED BY	Stacey Moore, co-chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, co-chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Turner Anderson, Ricky Angeletti, Matt Bungard, Julie Burdick, David Cummins, Ted Curtis, Elizabeth Erickson, Ali Hajjafar, Mary Hardin, Wayne Hill, Nancy Homa, John LaGuardia, Timothy Lillie, Nancy Marion, Chand Midha, Stacey Moore, Joshua Nagy, Diane Raybuck, Jim Sage, Christopher Serio, Mike Sherman, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Jim Tressel, Monte Turner, Bill Viau, **Absent with notice:** Candace Campbell Jackson, Nathan Kerr, Eileen Korey, Kristine Kraft, David Witt **Absent without notice:** Marissa Blewitt, Mark Dvorak, **Other attendees:** Kim Haverkamp

Agenda topics

3:00 – 3:05   CALL TO ORDER   STACEY MOORE

DISCUSSION	The co-chair called the meeting to order. He asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. The co-chair asked for additions or corrections to the February 11 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent.

3:05 – 3:20   STEERING COMMITTEE REPORT   STACEY MOORE

DISCUSSION	1. The tuition guarantees motion from the February 11 UC meeting was sent to the Budget and Finance committee. 2. The UC bylaws motion from the February 11 UC meeting was sent to President Proenza. 3. A recommendation was made at the February 26 Steering Committee meeting to invite a parliamentarian to campus to present an overview on Roberts Rules to interested UC members.

	4. The Steering Committee is reviewing the 2012 UC Satisfaction Survey and plans to conduct a similar survey.
	5. A communication about University Council activities was in the March 4 E-mail Digest.

3:20 – 3:30	UNFINISHED BUSINESS	STACEY MOORE

DISCUSSION	There were none at this time.

3:30 – 4:20	STANDING COMMITTEE GOALS PRESENTATIONS	STANDING COMMITTEE CHAIRS

DISCUSSION	**Budget and Finance Goals**: 1. FY2015 Budget Development: Regular updates will be provided to the UC-Budget and Finance Committee and will be reported to the University Council. The Committee will have opportunities at every meeting to provide input on the process, ask questions regarding the process, and propose suggestions about priorities, while revisiting the proposed cuts for FY15, etc. A draft budget will be provided to the UC-Budget and Finance Committee, giving the Committee enough time to study the feasibility of the budget with respect to the revenue, determine the expected surplus or deficit caused by the suggested budget, and after a complete review submit to University Council its recommendations, and ultimately to the Board of Trustees for final approval. 2. Guaranteed Tuition: Per the presentation at the last University Council meeting, we were asked to develop an analysis of the fiscal impact of adopting a tuition guarantee. Ohio University intends to implement such a plan in the fall of 2015. An analysis and information has been gathered by the CFO of Ohio University and other counterparts. The UC-Budget and Finance Committee will review and analyze this matter with the intent of reporting back to University Council. 3. Open Forum Presentation: The UC-Budget and Finance Committee will prepare a forum discussing the current financial condition of the University measured by industry benchmarks and FY15 budget developments. The development presentation will address how the starting point was derived, the budget process and an update of the current state of the budget process. Metrics. The proposed forums will take place in late March or early April. 4. Summer Plateau: The UC-Budget and Finance Committee will assign a workgroup to develop an implementation plan for a pilot. The Committee would oversee that project with representation from the Committee. We should set a goal of having a fairly specific proposal for University Council before the end of the fiscal year. **Communications Goals:** 1. With direction from all the constituencies that comprise the University community, continue to identify the best and most effective methods of communicating to those various groups 2. Once the best methods of communicating are identified, assist the University community in moving towards a method of communicating that encourages communication 'with' constituency groups rather than 'to' them, with the goal of a more robust and enriching collaboration across campus 3. Support the communication efforts related to the presidential transition

4. Help support and enhance general trust levels between academic and academic support units through improved communication

A recommendation was made to ask faculty to begin class with an announcements about campus activities.

Information Technology Goals:
1. Improve IT service awareness and satisfaction for Students, Faculty and Staff
   Metrics:
   - Update ITS web site that contains all services offered, who to call for services and current service status
   - Regular, published service satisfaction results, with trends

2. Work with Students, Faculty and Staff to identify appropriate new and existing technologies to enhance teaching, learning, persistence, graduation and research
   Metrics:
   - Completed IT Strategic Plan, reviewed by UC-IT Standing Committee
   - Documented, prioritized major project lists for HR, Finance, Student, Web, Academic, Research and Infrastructure Projects; reviewed by UC-IT Standing Committee
   - All major project RFPs and plans reviewed by UC-IT Standing Committee

3. Identify and track technologies that could disrupt our traditional higher education mode
   Metrics:
   - Annual report that explains technologies that could disrupt the University of Akron education delivery model, with technology tracking and adoption recommendations

4. Engage committee members to identify members of their respective constituencies that would be interested in participating on IT project teams
   Metrics:
   - Appropriate constituencies represented on all projects

Physical Environment Goals:
1. Monitor and make recommendations on an ongoing basis regarding:
   a. Campus planning and priorities
   b. Campus safety including buildings, grounds and transportation
   c. Use and assignment of university space, physical facilities and equipment
   Metrics:
   - These goals will be evaluated based on level of activity and sharing of information in each of the designated areas.

2. Conduct survey of classroom space quality in terms of equipment, capacity, furniture and physical condition
   Metrics:
   - The classroom survey will be evaluated based on successfully completing the survey and presenting to campus community.

A recommendation was made to think about accessibility when evaluating classroom space quality.

Public Affairs and Development Goals:
1. To improve donor support by software modernization

2. Enable Alumni and Development staff to increase donations

3. Identify long-term plans regarding Public Affairs and Development

Recreation and Wellness Goals:
1. Propose a campus wide wellness program:
   - Support development of true Wellness program to enhance campus lifestyles for all campus constituents
   - Work with human resources on incentives/cost savings for employee participation in wellness programming
   - Develop marketing and outreach campus wide for a Wellness Program
   - Promote recreational offerings for all campus constituents that fulfill wellness initiatives
   - Support and enhance recreational offerings for all students and employees
   These goals support Vision 2020 by bettering the life and health of our campus community and supporting fiscal responsibility through significant cost saving in healthcare benefits through a preventative approach to healthcare.

2. Promote additional funding for and participation in recreational activities:
   - Promote additional funding for recreational activities
   - Promote additional funding for intramural/club sports
   - Expand marketing for recreational outreach campus wide
   - Promote ongoing capital improvement of recreational facilities
   - Promote additional and improved intramural/club sport facilities
   These goals support students in their Akron Experience, a vital part of Vision 2020 and student success.

3. Short Term Goals:
   - Develop a wellness statement that encompasses and promotes wellness on campus
   - Create a policy for E-cigarette usage on campus
   - Create a policy for no smoking on campus
   - Promote ongoing capital improvements of recreational facilities
   These goals support Vision 2020 by enhancing the life and health of our campus community members and promoting student success.

There were no committee representatives at the meeting. The committee will be asked to present the goals for feedback at the April 8 UC meeting.

Student Engagement and Success Goals:
1. Increase Yield Rate from applicants to admits and from admits to confirms
   Metrics:
   - Maintain our recent yield rate which coupled with our much larger and broader applicant pool will result in an increase in new freshmen in 2014-2015. The first metric measurement will take place based on the 5.1.14 Confirmation Deadline. Realize increased percentage of Direct and College Ready Admits and decreased percentage of Emergent and Preparatory Admits among the entire Confirmation pool

2. Work with NSO Team to incorporate more of Greek Life and Student Involvement in NSO
   Metrics:
   - Inventory of activities for 2014 compared to 2013

3. Submit Proposal to UC for Campus Culture of "The Blue & Gold Promise" *new service model proposal to shift campus culture to respond to student problems/questions with an attitude of: "No matter the problem or question, I will help you resolve" and includes UA Pride Days every Friday whereby UA attire is encouraged*
   Metrics:
   - Written proposal submitted to UC for approval that includes e-survey instrument to be administered campus-wide; purpose will be to determine baseline and specific areas which need to be improved

Talent Development and Human Resources:

1. Workforce Planning: Conduct a comprehensive review of the University's workforce to assist in planning for future needs. Evaluate how planned changes in state retirement system might affect current employee's decision to retire/continue working. Evaluate options for program on individual retirement planning. In addition, evaluate possible alternatives that would allow employees to gradually reduce their workload prior to retirement.
   Metrics:
   - Complete evaluation and provide recommendations in 2014-2015 academic year

2. University Non-Discrimination Policy: Review current University of Akron non-discrimination policy to consider expanding covered categories
   Metrics:
   - Complete evaluation and recommendation by the end of the 2013-2014 academic year

3. Comprehensive Campus Health Program: Evaluate possible options/programs we can provide for our employees to encourage and promote a healthy lifestyle. A wide range of options will be considered to determine what the University can do to encourage employees to engage in positive activities. Conduct a survey of UA employees to identify current issues with UA program offerings and identify areas of interest for future consideration. In addition, review current best practices to see what other employers are doing to reduce premiums and health care costs for possible application at UA.
   Metrics:
   - Complete evaluation and recommendation by the end of the 2014-2015 academic year

Kim Haverkamp will send UC members the Standing Committee Goals.

4:20 – 4:30	NEW BUSINESS	STACEY MOORE

DISCUSSION	Matt Bungard discussed the attached proposed standing committee report calendar for UC meetings. One standing committee would provide an in-depth report on the progress of their goals on their designated month. Standing committees would continue to have the opportunity to submit recommendations and present brief activity reports at every meeting.

A comment was made that the Communications Committee and the Budget and Finance Committee is on the schedule twice.

UC members were asked to send feedback to the Steering Committee: Stacey Moore, staceyjm@uakron.edu; Harvey Sterns, sternsh@uakron.edu; Suzanne Testerman, smt@uakron.edu; Matt Bungard, mrb3@uakron.edu; Nate Kerr, nk36@zips.uakron.edu.

The Steering Committee will review feedback and submit a final proposal to the UC for endorsement.

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