

# University Council Steering Committee

## MINUTES

JANUARY 29, 2014

3:00 – 4:00 PM

MEETING CALLED BY	Stacey Moore, co-chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, co-chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	Members: Matt Bungard, Nathan Kerr, Stacey Moore, Mike Sherman, Harvey Sterns, Suzanne Testerman Other attendees: Julie Burdick, Kim Haverkamp

### Agenda topics

3:00 – 3:05

CALL TO ORDER

STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> <li>The vice chair asked for additions to the agenda. The topic Furniture Upgrades was added to new business. The agenda was approved by unanimous consent.</li> <li>The vice chair asked for additions or correction to the January 8 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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3:05 – 3:35

UNFINISHED BUSINESS

STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> <li>Stacey Moore updated the Steering Committee about the conversations she had with the parties involved in absenteeism on the Recreation and Wellness committee. The Steering Committee will continue to monitor the situation.</li> <li>An email was sent to Standing Committee chairs requesting that they send committee goals to the Steering Committee by February 28. Chairs will present the goals at the March 11 UC meeting. <b>Kim Haverkamp will send a reminder to Standing Committee chairs on February 3 and 24.</b></li> <li>The Steering Committee discussed the Topic Submission Process. The UC website and My Akron website were revised to reflect the change from Issue Brief to Topic Submission. The SurveyMonkey Topic Submission survey was simplified.</li> <li>The Steering Committee will communicate UC activities to the campus community following each UC meeting. The Steering Committee co-chair and vice chair will determine the activities to highlight. University Communications and Marketing will send a direct email from University Council to the campus community on the Monday following each UC meeting.</li> </ol>
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	<ol style="list-style-type: none"> <li>5. The Steering Committee continued discussion about the 60+ Program. The University will determine where the program will reside and who will be responsible for it. Provost Sherman will discuss it with the Office of Academic Affairs and the Division of Student Affairs.</li> <li>6. The Steering Committee reviewed a proposed annual calendar for Standing Committee reports. A draft will be presented at the February 11 UC meeting for Standing Committee feedback.</li> </ol>
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3:35 – 3:50                      TOPIC SUBMISSION                      STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> <li>1. The Steering Committee reviewed the response from Jim Sage, Vice President for Information Technology/CIO, regarding <a href="#">internet connectivity</a>. The response was sent to the author. No further action is necessary.</li> <li>2. A Topic Submission regarding Folk Hall Repairs was submitted by Elizabeth Church. The Steering Committee will refer the Topic Submission to Ted Curtis, Vice President for Capitol Planning and Facility Management, for response to the author. The dean and department chair/school director will be copied on the correspondence.</li> </ol>
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3:50 – 4:00                      NEW BUSINESS                      STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> <li>1. The co-chair received an email from Sue Rasor-Greenhalgh regarding Parking and Building Updates. The co-chair forwarded the email to Jared Coleman, Director of Parking and Transportation Services; Joe Gregor, Assistant Vice President of Physical Facilities and Ted Curtis, Vice President for Capitol Planning and Facility Management. <ol style="list-style-type: none"> <li>a. In regards to the traffic condition on the road that runs from Carroll Street to Exchange Street between the Schrank, Exchange and South parking decks, the Steering Committee will refer the email to the Physical Environment Committee with the suggestion of conducting a traffic pattern study. Ted Curtis and Jared Coleman will be copied on the correspondence.</li> <li>b. In regards to the building condition of Schrank Hall and Mary Gladwin Hall, the Steering Committee will refer the email to Ted Curtis and suggest that he forward it to the dean and building coordinator of each building for their response.</li> </ol> </li> <li>2. The Steering Committee reviewed a USG Resolution for Tuition Guarantee. The Steering Committee will ask USG to present the resolution at the February 11 UC meeting for endorsement.</li> <li>3. At the January 14 UC meeting, a question was raised about the type of furniture selected for furniture upgrades in Olin Hall because the furniture is not conducive to group work. VP Curtis responded with an explanation of the procedure for furniture upgrades. The Steering Committee will recommend that a step be added to the procedure to obtain input from individuals that will be using the furniture.</li> </ol>
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