

University Council Steering Committee

MINUTES

MARCH 20, 2013

2:00 – 2:40 PM

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| MEETING CALLED BY | Tim Lillie, co-chair |
| TYPE OF MEETING | Biweekly Meeting |
| PRESIDER | Tim Lillie |
| NOTE TAKER | Kim Haverkamp |
| ATTENDEES | Members: Matt Bungard, Tim Lillie, Kent Marsden, Steve Sedlock, Mike Sherman Absent with notice: Nancy Roadruck Other attendees: Julie Burdick, Kim Haverkamp |

Agenda topics

2:00 – 2:05

CALL TO ORDER

TIM LILLIE

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| DISCUSSION | <ol style="list-style-type: none"> The co-chair welcomed Matt Bungard to the Steering Committee. Matt will serve the balance of Sue McKibben’s term ending on April 30, 2014. The co-chair asked for additions to the agenda. The following topics were added: <ul style="list-style-type: none"> Research Committee Issue brief responses from Provost Sherman UC and UCSC meeting schedules for 2013-14 The budget and the budget process The co-chair asked for additions or correction to the March 6th 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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2:05 – 2:05

UNFINISHED BUSINESS

TIM LILLIE

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| DISCUSSION | There were none. |
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2:05 – 2:15

ISSUE BRIEFS

TIM LILLIE

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| DISCUSSION | <ol style="list-style-type: none"> An issue brief regarding a Tobacco Ban was submitted on March 11th by Shelly Keller. The Steering Committee will refer the issue brief to the Physical Environment Committee for consideration. They will be asked to look at current University policy and forward recommendations for new policy, if any, to the Steering Committee. A response was received from Provost Sherman regarding the Student Recreation and Wellness Center being open during home football games. No further action is necessary. |
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| | <p>3. A response was received from Provost Sherman regarding the name change for Institutional Marketing. He will update the Steering Committee of the steps that will be taken when the appropriate action is clarified by the Secretary of the Board of Trustees.</p> <p>4. The Steering Committee expected an issue brief that was submitted by a member of the University Council. Kim Haverkamp will check SurveyMonkey and email the issue brief to the Steering Committee.</p> |
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2:15 – 2:40

NEW BUSINESS

TIM LILLIE

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| DISCUSSION | <p>1. There was discussion about the Research Committee. Under current operating protocol, the UC still has a research committee until the proposed bylaws are endorsed by the Board of Trustees. One of the constituent groups asked if a member can sit on both the Research Committee and another committee. There is not a rule that states that an individual cannot sit on more than one committee. Kent Marsden will inform the constituent group.</p> <p>2. The Steering Committee reviewed the 2013-14 meeting schedules for the UC and the UC Steering Committee. The UC meeting schedule will be distributed at the April 9th UC meeting. Kim Haverkamp will put the UC meetings on the UC website.</p> <p>3. The Steering Committee reviewed the questions that they sent to the Budget and Finance Committee regarding the budget and the budget process. There was discussion about how the UC Budget and Finance Committee can be involved in the budget process. A suggestion was made to have the Integrated Financial Planning Group (technical issues) and the UC Budget and Finance Committee (policy issues) work together so that both groups are aware of the technical issues and the policy issues surrounding the budget process. Tim Lillie will communicate the suggestion to the Budget and Finance Committee.</p> <p>4. The co-chair asked about the process to create an office and a budget for UC after the proposed bylaws are endorsed by the Board of Trustees. Provost Sherman explained that dependent upon the bylaws endorsement, Capital Planning and Finance & Administration will be asked to make recommendations per the bylaws.</p> <p>The meeting was adjourned at 2:40 p.m. by unanimous consent.</p> |
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