

University Council Steering Committee

MINUTES

JANUARY 8, 2014

3:00 – 4:05 PM

MEETING CALLED BY	Stacey Moore, co-chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, co-chair
NOTE TAKER	Patti Huth
ATTENDEES	Members: Matt Bungard, Nathan Kerr, Kent Marsden, Mike Sherman Absent with notice: Suzanne Testerman Via phone: Harvey Sterns Other attendees: Julie Burdick, Patti Huth

Agenda topics

3:00 – 3:10

CALL TO ORDER

STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> The co-chair asked for additions to the agenda. The following topic was added to new business. <ul style="list-style-type: none"> 60+ program The agenda was approved by unanimous consent. The co-chair asked for additions or corrections to the December 4 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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3:10 – 3:35

UNFINISHED BUSINESS

STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> Stacey Moore shared the letter from the President regarding the Board of Trustees’s decision on the University Council bylaws. The Board will be reviewing the bylaws for a decision at the February 5 meeting. The Steering Committee discussed committee absenteeism, specifically a situation within the Recreation and Wellness committee. Stacey Moore will reach out to the respective parties for dialogue to resolve the situation. A communication from the Provost encouraging active support of the University Council committees may be helpful; Stacey will determine following her conversations. The Steering Committee discussed the Standing Committee Goals concerning deadlines and communications. Stacey made a minor change to the document: #3 changed to a March deadline versus February. The Steering Committee approved the document with unanimous consent. Kim Haverkamp will draft written communication to share with committee chairs.
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	<p>4. The Steering Committee discussed the Topic Submissions Process. The changes to the process made at the December Committee meeting were shared. The Steering Committee approved the changes with unanimous consent. Next steps are to modify the existing template form, update the website, and share with campus community.</p>
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ISSUE BRIEFS

STACEY MOORE

DISCUSSION	None
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3:35 – 4:05

NEW BUSINESS

STACEY MOORE

DISCUSSION	<ol style="list-style-type: none"> 1. The Steering Committee discussed the submission of committee goals, in lieu of the current bylaw language. A suggestion was made to give the committees a sample/template to follow to simplify the task. 2. The Steering Committee discussed the University Council Agenda for January 14, 2014. The Standing Committee Reports agenda item was discussed. The option of reporting out every other month was considered, however it was determined that the bylaws require a monthly report. Matt Bungard will draft a proposed annual calendar of a reporting plan. 3. The Steering Committee discussed the 60+ Program. Stacey Moore shared that the responsibility for this has moved to Summit College, however there is no staff or funding for the program resulting in difficulties running the program. Stacey Moore is to gather more information for future discussion with the Steering Committee related to how the final decision was made for Summit College to assume responsibility. Mike Sherman is going to talk to Rex Ramsier about the Summit College role. 4. The Steering Committee discussed the need for effective communications following each University Council meeting, sharing the highlights with campus. <p>The meeting was adjourned at 4:05 p.m. by unanimous consent.</p>
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