

University Council Steering Committee

MINUTES

MAY 29, 2013

2:00 – 3:00 PM

MEETING CALLED BY	Kent Marsden, vice chair/co-convener
TYPE OF MEETING	Biweekly Meeting
PRESIDER	Kent Marsden
NOTE TAKER	Kim Haverkamp
ATTENDEES	Members: Matt Bungard, Nathan Kerr, Kent Marsden, Suzanne Testerman Absent with notice: Mike Sherman Other attendees: Kim Haverkamp

Agenda topics

2:00 – 2:10

CALL TO ORDER

KENT MARSDEN

DISCUSSION	<ol style="list-style-type: none"> The vice chair/co-convener asked for additions to the agenda. The topic, Standing Committee Expectation of Reports, was added to new business. The agenda was approved by unanimous consent. The vice chair/co-convener asked for additions or correction to the May 15th Steering Committee minutes. The following change was made in the Issue Brief section. The minutes were approved as corrected by unanimous consent. The Steering Committee discussed the process for reviewing future issue briefs. A suggestion was made to ask the author about the purpose of the action requested to ensure that there is a stated useful purpose for the issue brief response.
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2:10 – 2:30

UNFINISHED BUSINESS

KENT MARSDEN

DISCUSSION	<ol style="list-style-type: none"> Upon the Board of Trustees adoption of the proposed bylaws, the following item will be included in the bylaws: <ul style="list-style-type: none"> Annual membership and elections operating protocol passed by UC at the May 14th meeting Upon the Board of Trustees adoption of the proposed bylaws, the following item may be included in the bylaws: <ul style="list-style-type: none"> Athletics and Recreation standing committee name change to Recreation and Wellness standing committee, pending UC adoption at the June 4th meeting A suggestion was made to hold Steering Committee meetings once per month instead of biweekly.
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	<p>4. The Steering Committee discussed the election of Steering Committee chair. A suggestion was made to change the procedure for electing Steering Committee officers. University Council members would elect members to fill vacant positions on the Steering Committee and then the Steering Committee would hold an election for the specific officer positions. The discussion will continue at the next Steering Committee meeting. Kim Haverkamp will add the topic to the June 12th meeting agenda.</p> <p>5. The Steering Committee reviewed the response from the Budget and Finance Committee regarding participation in the budget process. No further action is necessary.</p>
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2:30 – 2:50 ISSUE BRIEFS KENT MARSDEN

DISCUSSION	<p>1. The Steering Committee discussed an email from the author of the Cost per Student FTE and SCH issue brief. Kent Marsden will discuss the email with Institutional Research before sending a response to the author.</p> <p>2. An issue brief regarding the Curriculum Process was submitted on May 28th by Pam Schulze. The Steering Committee will suggest to the author that she take the issue to the Faculty Senate Executive Committee.</p>
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2:50 – 3:00 NEW BUSINESS KENT MARSDEN

DISCUSSION	<p>1. The Steering Committee reviewed and approved the agenda for the June 4th University Council meeting. The issue brief summary available on the UC website under UC Business: Summary of Progress will be distributed to members at the meeting.</p> <p>2. Nate Kerr will meet with USG and GSG at the beginning of fall semester to answer questions they may have about University Council.</p>
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