

# University Council Steering Committee

## MINUTES

APRIL 17, 2013

2:00 – 2:15 PM

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, Steve Sedlock, Mike Sherman Absent with notice: Kent Marsden Other attendees: Julie Burdick, Kim Haverkamp

### Agenda topics

2:00 – 2:05

CALL TO ORDER

TIM LILLIE

DISCUSSION	<ol style="list-style-type: none"> <li>1. The co-chair asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</li> <li>2. The co-chair asked for additions or correction to the April 3<sup>rd</sup> 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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2:05 – 2:10

UNFINISHED BUSINESS

TIM LILLIE

DISCUSSION	<ol style="list-style-type: none"> <li>1. The UC Proposed Bylaws are scheduled to be on the Board of Trustees agenda for June. The co-chair has communicated to President Proenza that he is willing to discuss University Council with the President and the Board of Trustees. The topic, Bylaws Implementation Plan, will continue to be a Steering Committee agenda item until further notice.</li> <li>2. The Steering Committee has invited standing committee members to attend the May 14<sup>th</sup> University Council meeting. It was decided that the meeting will include a discussion of how the University Council operates as well as an orientation for new members of the UC and standing committees. <b>Kim Haverkamp will update the University Council Overview PowerPoint presentation and send it to the Steering Committee.</b></li> </ol>
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2:10 – 2:10

ISSUE BRIEFS

TIM LILLIE

DISCUSSION	There were none.
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<p>DISCUSSION</p>	<ol style="list-style-type: none"><li>1. There will be a vacant at large member position because Steve Sedlock’s term ends on April 30<sup>th</sup>. The Steering Committee decided to email UC members to ask for nominations for the vacant secretary position and at large member position. Term of appointment will end on April 30, 2014 for the secretary position and April 30, 2015 for the at large member position. Members may nominate themselves. The elections will be held at the May 14<sup>th</sup> UC meeting. <b>Kim Haverkamp will email UC members asking for nominations.</b></li><li>2. Letters recognizing members for their service on University Council will be sent to members whose term expires on April 30<sup>th</sup> and members that resign from service.</li><li>3. A member update is attached: <a href="#">Member Update 4-17-13</a></li><li>4. Constituent groups have been asked to send names and email addresses of new UC and standing committee members to Kim Haverkamp by May 1<sup>st</sup>.</li></ol> <p>The meeting was adjourned at 2:15 p.m. by unanimous consent.</p>
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