

# University Council Steering Committee

MINUTES

MAY 1, 2013

2:00 – 2:30 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, Kent Marsden, Mike Sherman Absent with notice: 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 17<sup>th</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 Rules Committee agenda in June.</li> <li>2. The Steering Committee reviewed and approved the University Council Overview PowerPoint. The UC Overview presentation will be added to the Steering Committee Report section of the May 14<sup>th</sup> UC agenda. Co-chair Lillie will give the presentation and provide an update of the bylaws process.</li> </ol>
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2:10 – 2:25                      ISSUE BRIEFS                      TIM LILLIE

DISCUSSION	<ol style="list-style-type: none"> <li>1. A response was received from William Viau, Associate Vice President for Talent Development and Human Resources, regarding the University Council Service Recognition Proposal. The topic will be added to the Unfinished Business section of the May 14<sup>th</sup> UC agenda. UC members will be provided with the original motion and the response for the meeting.</li> <li>2. The Steering Committee reviewed a response regarding the Effectiveness and Efficiency Initiatives Committees issue brief. A list of the chairs and members of the Effectiveness and Efficiency initiatives were sent to the University campus community via an email from Provost Sherman and CFO David Cummins on</li> </ol>
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	<p>April 16<sup>th</sup>. A link to the list is attached: <a href="#">Effectiveness, efficiency, and productivity initiatives.</a></p> <p>3. Per the Staff Employees Advisory Committee’s (SEAC) request regarding the Effectiveness and Efficiency initiatives, Provost Sherman sent a response to the chair of SEAC addressing the request.  <b>Kim Haverkamp will update the issue brief status.</b></p>
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2:25 – 2:30                                      NEW BUSINESS                                      TIM LILLIE

DISCUSSION	<p>A suggestion was made to hold elections for the UC Steering Committee secretary and at large member positions at the June meeting to allow newly elected standing committee chairs the opportunity to be nominated for the positions. The Steering Committee decided to hold the elections at the May 14<sup>th</sup> UC meeting as originally planned.</p> <p>The Steering Committee reviewed and approved the May 14<sup>th</sup> UC agenda with the following additions:</p> <ul style="list-style-type: none"> <li>• Steering Committee Report and UC Overview</li> <li>• UC Service Recognition Proposal Response (Unfinished Business section)</li> </ul> <p>The meeting was adjourned at 2:30 p.m. by unanimous consent.</p>
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