

# University Council Steering Committee

## MINUTES

AUGUST 22, 2012 2:00 – 3:00 PM

MEETING CALLED BY	Tim Lillie
TYPE OF MEETING	Biweekly Meeting
FACILITATOR	Tim Lillie
NOTE TAKER	Kim Haverkamp
ATTENDEES	Members: Tim Lillie, Nancy Roadruck, Steve Sedlock, Mike Sherman Absent with notice: Kent Marsden, Sue McKibben Other attendees: Kim Haverkamp

### Agenda topics

2:00 – 2:45

DISCUSSION

TIM LILLIE

DISCUSSION	<p>Tim Lillie established that there was not a quorum present.</p> <ol style="list-style-type: none"> <li>Tim Lillie asked for an update on the August 8<sup>th</sup> minutes. <ul style="list-style-type: none"> <li>Anne Jorgenson and Bill Jordan have requested UC documents for an HLC writing team. <b>Kim Haverkamp will give them access to the UC SharePoint site.</b></li> <li>A follow-up request was sent to Constituent Groups asking for new member information.</li> <li>A follow-up request was sent to Standing Committees asking for priorities for 2012-13.</li> </ul> </li> <li>Some committees have not been able to take action at meetings because there was not a quorum. The expectation for committee attendance should be addressed in the bylaws. The Steering Committee should receive a draft of the bylaws document soon.</li> </ol>
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2:45 – 2:50

CALL TO ORDER

TIM LILLIE

DISCUSSION	<p>Mike Sherman joined the meeting at 2:45 p.m. Tim Lillie established that a quorum was present and called the meeting to order.</p> <p>Tim Lillie asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. He asked for additions or correction to the August 8<sup>th</sup> Steering Committee minutes. There being none, the minutes were approved as distributed by unanimous consent.</p> <p>The Steering Committee decided to change the Attendees section of the UC Steering Committee minutes document to reflect members attending, others attending and absent with notice.</p>
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DISCUSSION	<ol style="list-style-type: none"> <li>1. A response was received from the Talent Development and Human Resources Committee regarding the Part-Time Employees not Receiving Health Care Benefits Issue Brief. Becky Hoover responded directly to the author and no further action is necessary.</li> <li>2. An issue brief regarding Housing and Day Care was submitted on July 27<sup>th</sup> by Tia Jackson. The author’s immediate need has been addressed by Eric Green, Off-Campus Student Services. The Steering Committee will refer the issue brief to both the Student Engagement and Success Committee and the Physical Environment Committee for policy consideration.</li> <li>3. An issue brief regarding Replacement of Tenure-Track Faculty Members was submitted on August 9<sup>th</sup> by Kathryn Sasowsky. Mike Sherman will send a response to the author. The Steering Committee will refer the issue brief to the Talent Development and Human Resources for policy consideration.</li> <li>4. An issue brief regarding UA’s Drug and Alcohol Policy was submitted on August 14<sup>th</sup> by Eric Campbell. The Steering Committee will suggest to the author that he take the issue to the Faculty Senate Executive Committee. The Steering Committee will refer the issue brief to Chief Callahan for policy clarification.</li> </ol>
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DISCUSSION	<p>The Steering Committee reviewed the agenda for the September 11<sup>th</sup> University Council meeting. <b>Kim Haverkamp will add the topic “Quorum and UC Business” to the UC Agenda in the New Business section.</b></p> <p>The meeting was adjourned at 3:08 by unanimous consent.</p>
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