

# University Council Steering Committee

## MINUTES

SEPTEMBER 5, 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, Kent Marsden, Sue McKibben, Nancy Roadruck, Steve Sedlock, Mike Sherman Other attendees: Julie Burdick, Kim Haverkamp

### Agenda topics

2:00 – 2:05 CALL TO ORDER TIM LILLIE

DISCUSSION	<p>Tim Lillie called the meeting to order. He asked for additions to the agenda. The following topics were added:</p> <ul style="list-style-type: none"> <li>• UC minutes added to the UC website</li> <li>• Student Family Housing and Day Care issue brief response</li> </ul> <p>The agenda was approved by unanimous consent.</p> <p>Tim Lillie asked for additions or correction to the August 22<sup>nd</sup> Steering Committee minutes. There being none, the minutes were approved as distributed by unanimous consent.</p>
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2:05 – 2:15 UNFINISHED BUSINESS TIM LILLIE

DISCUSSION	<p>Tim Lillie reported that the Steering Committee can expect a draft from the Ad hoc Bylaws Review and Recommendation Committee in September. The bylaws document will be reviewed by the Steering Committee and then by the UC.</p> <p><b>Kim Haverkamp will send Liz Erickson the date of the next Steering Committee meeting.</b></p>
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2:15 – 2:30 ISSUE BRIEFS TIM LILLIE

DISCUSSION	<ol style="list-style-type: none"> <li>1. A response was received from the Student Engagement and Success Committee regarding Student Family Housing and Day Care. No further action is necessary. <b>Kim Haverkamp will post the response to SharePoint.</b></li> <li>2. An issue brief regarding Student Parking was submitted on August 27<sup>th</sup> by Kathryn Drake. The Steering Committee will refer the issue brief to Jared Coleman, Director of Parking and Transportation Services, for response to the author.</li> <li>3. An issue brief regarding Accessibility Restroom Facilities was submitted on August 30<sup>th</sup> by John Kline. The Steering Committee will refer the issue brief to Jessica DeFago, Associate Director of the Office of Accessibility, for response to the author.</li> </ol>
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2:30 – 3:00

NEW BUSINESS

TIM LILLIE

DISCUSSION	<ol style="list-style-type: none"> <li>1. The Steering Committee received 2012-13 goals for 5 of the 9 Standing Committees. A suggestion was made to distribute the goals at the UC meeting on September 11<sup>th</sup>. <b>Kim Haverkamp will send a follow-up email to the Standing Committees that have not responded asking for their goals by September 10<sup>th</sup>.</b></li> <li>2. The Steering Committee reviewed the UC Satisfaction Survey Response presentation. <b>Kim Haverkamp will make the suggested revisions to the PowerPoint. Sue McKibben will make the presentation at the UC meeting on September 11<sup>th</sup>.</b></li> <li>3. The Steering Committee decided to add a new link to the home page of the UC website called Minutes and Operating Documents. UC and Steering Committee minutes will be posted to the website after approval. <b>Kim Haverkamp will post previously approved documents.</b></li> <li>4. The Steering Committee received an email from Faculty Senate asking for information about the decision to extend the term of appointment for inaugural members. Kim Haverkamp sent them the University Council minutes of February 14<sup>th</sup> containing the resolution that was passed by UC.</li> <li>5. The Provost designated the <b>voting</b> co-conveners for two of the Standing Committees where current vacancies exist, including Candace Campbell Jackson to the Athletics and Recreation Committee and Jim Tressel to the Student Engagement and Success Committee.</li> </ol>
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2:00 – 3:10

UNIVERSITY COUNCIL MEETING AGENDA

TIM LILLIE

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 Orientation Presentation to the New Business section.</b></p> <p>The meeting was adjourned at 3:10 p.m. by unanimous consent.</p>
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