

University Council Steering Committee

MINUTES

SEPTEMBER 23, 2013 3:40 – 4:38 PM LEIGH HALL 416

MEETING CALLED BY	Harvey Sterns, vice chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Harvey Sterns, vice chair
NOTE TAKER	Suzanne Testerman, Secretary
ATTENDEES	Members: Turner Anderson, Kristin Koskey, Kathie Ruther, Mike Sherman, Harvey Sterns, Suzanne Testerman Absent with notice: Stacey Moore, Diane Raybuck, Ian Schwarber

Agenda topics

3:40 – 3:43 CALL TO ORDER HARVEY STERNS

DISCUSSION	<ol style="list-style-type: none"> The vice chair asked for additions to the agenda. The following topics were added to Unfinished Business. <ul style="list-style-type: none"> Appointment of Administrator for Student Engagement & Success committee How Does a Policy get created? Invitation to discuss UC Bylaws <p>The agenda was approved by unanimous consent.</p> The vice chair asked for additions or correction to the August 27 Steering Committee minutes. Chair Moore conducted the meeting. The references to “co-chair” will be changed to “chair” in the Call to Order section. The revised minutes will be posted to the UC website.
------------	--

3:45 – 3:48 UNFINISHED BUSINESS HARVEY STERNS

DISCUSSION	<ol style="list-style-type: none"> Appointment of Administrator for Student Engagement & Success Committee: Lauri Thorpe has been named the Appointed Administrator for Support. CPAC has been notified of the vacant CPAC seat. How Does a Policy get created: An email will be sent to Ted Mallo, General Counsel, asking for clarification of how a policy is created at the University. Invitation to discuss UC By-Laws: An invitation will be sent to President Scarborough asking that the UC Steering Committee have an opportunity to discuss the proposed UC Bylaws with him. Retention and Completion Plan Update: The plan is going to the UC Student Engagement and Success Committee, the Faculty Senate Executive Committee and Council of Deans for review.
------------	---

	5. President Appointee to replace Julie Burdick: We are looking forward to the new appointment.
--	---

3:48 – 4:00 ISSUE BRIEFS HARVEY STERNS

DISCUSSION	<ol style="list-style-type: none"> 1. Prayer Room Response: The Steering Committee reviewed a response from the Physical Environment committee. The Steering Committee agrees that the Muslim Student Association (MSA) should reserve space on campus for their activities like all other student organizations. 2. Leave Bank Donations Benchmarks: The Steering Committee will forward the topic submission and supporting information to the Talent Development and Human Resources Committee and ask them to develop a draft implementation plan including a timeline, potential costs, advisory board and membership, etc. back to steering committee. 3. Campus Grounds: The Physical Environment committee will bring a motion to UC regarding this issue. A suggestion was made to organize a campus cleanup day. 4. Monthly Pay Check Dates: The topic submission was referred to David Cummins, Vice President for Finance Administration.
------------	---

4:00 – 4:38 NEW BUSINESS HARVEY STERNS

DISCUSSION	<ol style="list-style-type: none"> 1. Public Affairs & Development Committee name change to Institutional Advancement: A response will be sent to Mr. Kollman informing him that the Steering Committee will take his suggestion under advisement pending the President’s feedback on the UC Bylaws. 2. BePress Operational Board Report: University Council is represented on this Operational Board by Secretary Testerman. The Operational Board represents university areas that have expertise in copyright, metadata standards, collection development attributes, information technology, marketing, etc. The overall focus is to preserve and display The University of Akron’s intellectual and creative output. Provost Sherman will discuss UC’s role in the initiative with Tom Bacher. 3. Clickers for Secret Ballot Voting: Instructional Services does not have the staff to support our use of clickers and suggests that UC buy their own set. From October 2012 – September 2014, UC has had 23 meetings and used Clickers for 11 of them (48%). The decision was made not to purchase clickers. Provost Sherman will discuss this topic with Instructional Services. 4. The October 14 UC Agenda was approved. <p>The meeting adjourned at 4:38 PM by unanimous consent.</p>
------------	---