

University Council

MINUTES

SEPTEMBER 11, 2012 3:00 – 4:20

MEETING CALLED BY	Tim Lillie and Mike Sherman
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tim Lillie
NOTE TAKER	Kim Haverkamp
ATTENDEES	<p>Members: Jim Boyes, Matt Bungard, Julie Burdick, Gustavo Carri, Mary Beth Clemons, David Cummins, Rachelle Davis, Mark Dvorak, Kim Gentile, Wayne Hill, Becky Hoover, John Kline, John LaGuardia, Timothy Lillie, Kent Marsden, Sue McKibben, Chand Midha, Stacey Moore, Justin Orashan, Nancy Roadruck, Jim Sage, Steve Sedlock, Mike Sherman, Cheryl Collins-Slusarczyk, Harvey Sterns, Jim Tressel, Tom Wistrill, Sheldon Wrice</p> <p>Absent with notice: Ted Curtis, George Newkome, Shivakumar Sastry, Laura Spray, David Witt</p> <p>Absent without notice: Dale Adams, Elizabeth Erickson, Nate Kerr, Eileen Korey, Andrew White</p> <p>Other Attendees: Christina Brewer, Jeanette Carson, Mary Cooke, Kelly Daw, Garrett Dowd, Mohammed Eltayeb, Amy Gilliland, Christina Gonzales, Kim Haverkamp, Joan Kaye, Neal Raber, Kelsey Risman, Alvaro Rodriguez, Michael Schott, Chad Schroeder, Mike Szczukowski, Suzanne Testerman, Lauri Thorpe, Deb Whilite</p>

Agenda topics

3:00 – 3:05 CALL TO ORDER TIM LILLIE

DISCUSSION	Tim Lillie called the meeting to order. He asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. He asked for additions or corrections to the July 10 th University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent.
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3:05 – 3:10 UNFINISHED BUSINESS TIM LILLIE

DISCUSSION	There were none.
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3:10 – 3:20 STEERING COMMITTEE REPORT TIM LILLIE

DISCUSSION	The Steering Committee created the Issue Brief as a way to bring University business to UC. An Issue Brief can be submitted through the UC website, the UC SharePoint site or Zipline. The Issue Brief is reviewed by the Steering Committee and then referred to a Standing Committee or a UA representative for consideration.
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DISCUSSION	<p>Athletics & Recreation – No report.</p> <p>Budget and Finance – The report is attached: Budget and Finance Report to UC 9-11-12.</p> <p>Communications – The report is attached: Communications Report to UC 9-11-12.</p> <p>Information Technology – The committee goals have been completed. They reviewed the IT initiatives for FY13 and discussed how they align with Vision 2020. Jim Sage presented the IT disaster recovery plan to the committee and will present it to senior leadership.</p> <p>Physical Environment – The committee goals have been completed. There have been several building tours for the community.</p> <p>Public Affairs and Development – The committee goals have been completed. The committee has divided into workgroups to review the goals and determine actions steps. They will be sending a recommendation to UC for the approval of Board Rule 3359-04-01 (Officers of Public Affairs and Development).</p> <p>Research – No report.</p> <p>Student Engagement and Success – Their report consisted of the committee minutes of August 7th and a report titled, Supportive Education for the Returning Veteran. Both documents are attached: Student Engagement & Success Minutes 8-7-12, Veterans Report.</p> <p>Talent Development and Human Resources – They are finalizing a campus presentation on staffing and will conduct campus-wide forums this fall.</p> <p>Ad hoc Bylaws Review and Recommendation Committee – They are working to combine the White Paper and the 2010 UC Bylaws document into a new set of bylaws for review and adoption by UC and the Board of Trustees.</p> <p>The Provost designated the voting 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.</p>
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DISCUSSION	<ol style="list-style-type: none"> 1. There was a motion from the Physical Environment Committee to name the new College of Engineering building – The University of Akron Engineering Research Center. The motion was carried and the UC Steering Committee will forward the name recommendation to the Board of Trustees. 2. John Kline asked that UC contributions be recognized on the annual performance evaluation as stated in the UC White Paper, page 3. Becky Hoover explained that an employee’s service on UC helps provide an understanding of the operations of UA and may help members perform their job responsibilities more effectively, but it would not be considered an employee’s major responsibility (20% of total work time). She indicated, however, it is reasonable that an employee’s role on the UC
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could be a component of a major responsibility and recognized in this manner. She suggested that members attend a training session on the new performance evaluation tool. Available trainings are available at <https://www.uakron.edu/seminars/>. The co-chair, Tim Lillie, noted that the topic of how to recognize University Council service, which was introduced to the body by Councilor Kline, should be reviewed and asked those present to send him ideas or suggestions in that regard.

3. Sue McKibben presented the Steering Committee's response to the UC Satisfaction Survey that was administered in May 2012. The PowerPoint presentation is available on the UC SharePoint site. The presentation is attached: [UC Satisfaction Survey Response 9-11-12](#).
4. Sue McKibben informed members that there are new video tutorials for SharePoint on the UC website. She urged Committees to encourage new members to view the tutorial called, Take a video tour of SharePoint. The tutorial called, Working with Documents in SharePoint, is suggested for Committee secretaries. If you have questions about the tutorials, please contact Kim Haverkamp, kh1@uakron.edu or x8411.
5. The Steering Committee provided an orientation for members. Tim Lillie presented an overview of University Council. The PowerPoint presentation is available on the UC SharePoint site and the UC website. The presentation is attached: [University Council Overview 9-11-12](#).

The meeting was adjourned at 4:20 p.m. by unanimous consent.