

University Council Steering Committee

MINUTES

MAY 28, 2014

3:00 – 4:00 PM

MEETING CALLED BY	Stacey Moore, co-chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, co-chair
NOTE TAKER	Suzanne Testerman
ATTENDEES	Members: Matt Bungard, Stacey Moore, Mike Sherman, Harvey Sterns, Suzanne Testerman Absent with notice: Kim Haverkamp Other attendees: Jim Williams, Parliamentarian

Agenda topics

3:00 – 3:05 CALL TO ORDER STACEY MOORE

DISCUSSION	<p>The co-chair asked for additions to the agenda. The following items were added:</p> <ul style="list-style-type: none"> • Faculty/Staff Event • Retire/Rehire <p>The co-chair asked for additions or correction to the April 23 Steering Committee minutes. There being none, the minutes were approved as distributed by unanimous consent. The minutes will be posted to the UC website.</p>
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3:05 – 3:35 UNFINISHED BUSINESS STACEY MOORE

DISCUSSION	<p>Resolution: Resolution by Budget and Finance Committee was passed at Council to accept that proposal. Referred and forwarded to the President and Provost for Operational Review.</p> <p>Bylaws Amendment: Discussion about the staggering of two terms since some terms are one year (students) and others are two year (other constituency groups). Two options were presented: (a) leaving current bylaws as is or (b) addition of a section to clarify the staggering of officers. Steering Committee decided to postpone this question indefinitely due to incoming administrative changes.</p>
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3:35 – 3:50 ISSUE BRIEFS STACEY MOORE

DISCUSSION	<p>Nursing Mothers: Response will be shared with Rachel Privett and we will ensure that she is aware of current locations provided by UA. This issue will also be forwarded to Facility Planning Committee for space allocation discussions. Once discussed at that Committee, any recommendations should come back to UC. Further discussion outlined a need for a university-wide communication from UC and a suggestion was made to ask Alma Olson from Health Services to also share the information.</p>
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	<p>Institutional Code of Ethics – Stacey Moore will respond to David Parry with information on Pathways and Part-Time Faculty and forward the background check issue to Talent Development. Steering Committee reviewed and agrees that the UA Strategic Plan lacks values; Steering Committee recommendation is to make a motion to add Values to UA Strategic Plan in order to guide Institutional Decision-Making.</p> <p>Donor Management Software – Discussion about the intent of this Issue Brief. Stacey to request clarification from author and send Topic Submission to Nathan Mortimer for review. Would also like to request that Cost Impact/Benefits Analysis be added when any Topic Submission requires funding.</p>
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3:50 – 4:00

NEW BUSINESS

STACEY MOORE

DISCUSSION	<p>Parliamentary Procedure: Discussion with guest Jim Williams, Parliamentarian on meeting protocol and utilization of Roberts Rules of Order. Jim provided valuable handouts which will be shared with UC at the June meeting. Jim was impressed at how the Steering Committee meeting was conducted and felt that the dialogue was valuable, respectful and handled within appropriate parameters.</p> <p>Due to length of discussions, the Committee was unable to discuss all items of business on the Agenda.</p> <p>These items will be included on the next Steering Committee Agenda for June 2014:</p> <ul style="list-style-type: none"> • Faculty/Staff Event • Retire/Rehire • How does a Policy get created? <p>The meeting was adjourned at 4 p.m. by unanimous consent.</p>
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