

University Council Steering Committee

MINUTES

OCTOBER 3, 2012

2:00 – 3:00 PM

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

Agenda topics

2:00 – 2:05 **CALL TO ORDER** **TIM LILLIE**

DISCUSSION	<p>The co-chair asked for additions to the agenda. The following topics were added:</p> <ul style="list-style-type: none"> • Response to the issue brief regarding the Closing of the Student Recreation and Wellness Center During Football Games. • Response to the issue brief regarding Student Parking. <p>The co-chair asked for additions or correction to the September 19th Steering Committee minutes. There being none, the minutes were approved as distributed by unanimous consent. The September 19th minutes will be posted to the UC website.</p>
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2:05 – 2:15 **UNFINISHED BUSINESS** **TIM LILLIE**

DISCUSSION	<ol style="list-style-type: none"> 1. A response was received from Jared Coleman regarding Closing of the Student Recreation and Wellness Center During Football Games. No further action is necessary. 2. A response was received from the Athletics and Recreation Committee regarding Student Parking. The committee began discussion at their October meeting and tabled the issue brief for further discussion at their November meeting.
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2:15 – 2:30 **ISSUE BRIEFS** **TIM LILLIE**

DISCUSSION	The issue briefs submitted by the Student Engagement and Success Committee were withdrawn at the request of the committee co-convener.
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2:30 – 3:00 **NEW BUSINESS** **TIM LILLIE**

DISCUSSION	<ol style="list-style-type: none"> 1. The Steering Committee discussed the motion that was endorsed at the October 3rd University Council meeting regarding the recommendation to support the exploration of the grant program initiative, Solar Ray, for solar panels to be placed on top of the Louis and Freda Stile Athletics Field House. The Steering Committee will send a recommendation to support the initiative to President Proenza.
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2. The Steering Committee discussed the motion that was endorsed at the October 3rd University Council meeting regarding the recommendation to move the Development Office (from the Martin University Center) and the Alumni Office (from the Stitzlein Alumni Center) to the 2nd floor of InfoCision Stadium. The Steering Committee will send a recommendation to support the move to Provost Sherman.
3. The Steering Committee discussed the motion titled “UC Service Recognition Proposal” that was endorsed at the October 3rd University Council meeting. The Steering Committee will refer the motion to the Vice President for Talent Development and Human Resources with a request to provide implementation recommendations to University Council.
Kim Haverkamp will post the UC Service Recognition Proposal to SharePoint.
4. The Steering Committee received the final draft of the UC Bylaws proposed by the Ad hoc Bylaws Review and Recommendation Committee. They discussed next steps and how to obtain feedback from UC members.
The following suggestions were made regarding how to obtain feedback:
 - Use an email survey to gather feedback.
 - Identify areas of particular concern and gather feedback about those areas.
 - Give constituent groups an opportunity for feedback.The following decisions were made regarding next steps:
 - The Steering Committee will invite the Ad hoc Bylaws Review and Recommendation Committee to the next Steering Committee meeting on October 17th to discuss the bylaws and give their recommendations.
Kim Haverkamp will invite the Ad hoc Bylaws Committee to the next Steering Committee meeting.
 - The topic, Proposed UC Bylaws, will be added to the agenda for the University Council meeting on November 13th.
5. There was discussion about the UC term of appointment. The proposed bylaws define the UC year to begin on September 1st and expire on August 31st. The UC approved a resolution on February 14, 2012 to end the term of appointment on April 30th each year. The decision was made to change the bylaws to agree with the UC resolution.
6. The Steering Committee discussed the tally sheet that will be used to review the 2012-2013 goals from the Standing Committees. The decision was made to include the 2012-2013 goals from the Standing Committees on the tally sheet. Steering Committee members can refer to the White Paper and the bylaws document and add additional goals, if appropriate.
Kim Haverkamp will revise the tally sheet and send it to Steering Committee members.
7. There was discussion about Standing Committees inviting individuals with special expertise to attend committee meetings. The proposed bylaws document includes a section about committee structure.

The meeting was adjourned at 3:08 p.m. by unanimous consent.