

# University Council

MINUTES

JANUARY 15, 2019

3 – 4:20 PM

STUDENT UNION 312

MEETING CALLED BY	Phil Allen, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Phil Allen, chair	
NOTE TAKER	Kim Haverkamp	
ATTENDEES	<p><b>Member:</b> Philip Allen, Linda Barrett, Taylor Bennington, Julie Cajigas, Hailey Cargill, Jeanette Carson, Katie Cerrone, Tonia Ferrell, Alec Gerred, Brittany Hartman, Paul Levy, Mary Jo MacCracken, Allen Mathis, Chand Midha, Kris Nakoneczny, Ruth Nine-Duff, Rex Ramsier, Julia Spiker, Harvey Sterns, Shawn Stevens</p> <p><b>Absent with notice:</b> Ed Evans, John Green, Marjorie Hartleben, Kristine Kraft, Linda Saliga  <b>Absent without notice:</b> Lynn Lucas, Jonah Pichette</p> <p><b>Other attendees:</b> Andrew Adolph, Celeste Cook, Wayne Hill, Jolene Lane, John MacDonald, John Messina, Stephen Myers, John Reilly, Veronica Tomasko, Joette Dignan Weir</p>	
Agenda topics:		
3:00 – 3:02	CALL TO ORDER	PHIL ALLEN
DISCUSSION	<ol style="list-style-type: none"> <li>The chair called the meeting to order and asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</li> <li>The chair asked for additions or corrections to the December 4 University Council minutes. The minutes were approved as distributed by unanimous consent.</li> </ol>	
3:02 – 3:05	CHAIR’S REMARKS	PHIL ALLEN
DISCUSSION	<ol style="list-style-type: none"> <li>The State of the University Address will be delivered by Interim President Green this Friday, Jan. 18, at 10 a.m. in the Jean Hower Taber Student Union Theater. All were invited to attend and asked to RSVP via a link available on the UA website as space is limited at this time.</li> <li>The Presidential Advisory and Screening Committee will meet to discuss the presidential search on Friday, Jan. 25, at 10:30 a.m. in the Jean Hower Taber Student Union, room 316. Please submit your questions to Phil Allen, <a href="mailto:paallen@uakron.edu">paallen@uakron.edu</a> or Celeste Cook, <a href="mailto:mcook@uakron.edu">mcook@uakron.edu</a>. UC members are welcome to attend as space permits.</li> </ol>	
3:05 – 3:05	EXECUTIVE COMMITTEE REPORT	PHIL ALLEN
DISCUSSION	The December 11 UC Executive Committee meeting was cancelled.	
3:05 – 3:20	PROVOST’S REMARKS	REX RAMSIER
DISCUSSION	<ol style="list-style-type: none"> <li>Enrollment is tracking according to our projection. We need to keep working on retention and persistence.</li> </ol>	

	<ol style="list-style-type: none"> <li>2. There is a new policy on student dismissal. An undergraduate student whose cumulative GPA falls below 2.0 for two consecutive semesters will be evaluated for dismissal or retention. After three consecutive semesters they will be dismissed from the University.</li> <li>3. The company that provides health insurance benefits to students, Student Educational Benefit Trust (SEBT), abruptly went out of business in late December. This coverage is required for all international students and is an elective coverage for domestic students. There will be open forums on this topic soon.</li> <li>4. The U.S. Department of Education will hold sessions in Jan., Feb. and March to discuss possible changes to rules affecting higher education. The following issues are being discussed and any changes to the bill will have big ramifications for higher education: <ol style="list-style-type: none"> <li>a. Eliminate the definition of credit hour</li> <li>b. Change definition of distance delivery</li> <li>c. Increase the percentage of curriculum that can be outsourced to a third-party</li> <li>d. Eliminate state authorization for online delivery</li> <li>e. Overhaul of the accreditation system, including the removal of the distinction between regional and national bodies, and limiting regional accrediting bodies to no more than 10 states</li> </ol> <p>Provost Ramsier will be watching these developments closely.</p> </li> <li>5. Provost Ramsier hopes to see everyone at the State of the University address.</li> </ol>
3:20 – 3:42	<p style="text-align: center;"><b>COMMUNICATIONS COMMITTEE IN-DEPTH STANDING COMMITTEE REPORT</b></p> <p style="text-align: right;">JULIE CAJIGAS</p>
DISCUSSION	<p>Julie Cajigas, chair, presented the attached PowerPoint about the <a href="#">committee goals</a> and the following were discussed:</p> <ul style="list-style-type: none"> <li>• Student Emergency Financial Assistance (SEFA) grant</li> <li>• Student Survey regarding SEFA and ZipAssist</li> <li>• Social Media Campaign</li> </ul> <p>Graduate students are not eligible for the SEFA grant. There are other resources through ZipAssist that can help graduate students.</p> <p>The Communication Committee will continue to develop traditional and social tactics for the SEFA grant through its final semester, Spring 2019.</p>
3:42 – 3:55	<p style="text-align: center;"><b>COMMITTEE REPORTS</b></p> <p style="text-align: right;"><b>COMMITTEE CHAIRS</b></p>
DISCUSSION	<p><b>Budget and Finance:</b> No report.</p> <p><b>Institutional Advancement:</b> No report.</p> <p><b>Informational Technology:</b> They are continuing to discuss their goals.</p> <p><b>Physical Environment:</b> They held officer elections and have a new chair (Shawn Stevens) and vice chair (Pam Brandenstein). Issues with timing and sequencing of pedestrian crossing at Buchtel Ave. and College St. Steve Myers talked to the city traffic engineer to find out what can be done to make it safer for students, faculty and visitors to cross, particularly at night. Locking Systems is providing faculty with access to the bridge over the street for safety purposes. No space allocation forms were reviewed in the past month. The committee received updates on existing campus projects at the meeting. The committee heard a presentation on recycling and will bring the presentation to a future UC meeting.</p>

	<p><b>Recreation and Wellness:</b> They are continuing to work on utilization of the campus cupboard and they are discussing wellness opportunities for employees.</p> <p><b>Student Engagement and Success:</b> They invited guest speakers to provide them with information relevant to their goals.</p> <p><b>Talent Development and Human Resources:</b> They are continuing to work on the Leave Bank Policy and will have a report at next UC meeting.</p> <p><b>Ad hoc Awards Committee:</b> The chair discussed the attached <a href="#">University of Akron Achievement Awards Resolution</a> and the committee recommends that the awards be rejoined with the Founder’s Day Celebration hosted by Alumni Affairs (see the full recommendation in the attached resolution). There was a motion to adopt the resolution. <b>The motion carried</b> by a secret ballot vote of 16 in favor and 1 opposed.</p> <p><b>Ad hoc Human Development Committee:</b> No report.</p> <p><b>Ad hoc Textbook Committee:</b> No report.</p> <p><b>Ad hoc Web Accessibility Committee:</b> No report.</p>
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3:55 – 4:20	NEW BUSINESS	PHIL ALLEN
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DISCUSSION	<p>1. Allen Mathis, GSG Representative, discussed the difficulties graduate students and undergraduate students over 26 have had since the health insurance company, Student Educational Benefit Trust (SEBT), went out of business.</p> <p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• Students over 26 are not eligible to stay on their parent’s insurance</li> <li>• Students were referred to SEBT by UA</li> <li>• Students were notified of the closing via email on Dec. 31, many students thought the email was a phishing attempt and didn’t know they lost coverage</li> <li>• UA did not have a list of the domestic students affected (UA had list of international students because they are required to have coverage)</li> <li>• Healthcare.gov has a long enrollment process</li> <li>• Students making under \$16,000 can get Medicaid; long enrollment process</li> <li>• Many domestic students still do not have healthcare coverage</li> </ul> <p>The following suggestions were made:</p> <ul style="list-style-type: none"> <li>• Students are asking for communication from UA</li> <li>• Find out what other universities that were affected by the closing are doing</li> <li>• Can the consultant group that helps UA with employee insurance help with student insurance?</li> </ul> <p>2. The meeting was adjourned at 4:20 p.m. by unanimous consent.</p>
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Executive Committee Report (January 22):

The Presidential Advisory and Screening Committee conducted three discussions with internal and external groups of Friday, January 25. As your UC Chairperson, I did represent you at the third meeting. I mentioned the importance of recruiting a new President that was effective at fundraising at a Public University in Ohio.

At the EC meeting, we also discussed student healthcare coverage for students that were not covered by their parents' plan (approximately 200 students lost their coverage in December of 2018).

The following issues were also discussed:

- Students are upset that a new healthcare plan will cost more money
- Without a large group to spread out the cost, the coverage will cost more
- Students earning under \$16,000 are eligible for Medicaid
- Students earning over \$16,000 are eligible for an Affordable Care Act health plan

The following suggestions were made:

- Provost Ramsier will discuss the idea of starting a consortium with other Universities for student healthcare at an Inter-University Council of Ohio (IUC) Provosts Committee meeting
- The Talent Development and Human Resources Office of Benefits Administration may have ideas to help find healthcare options
- Matt Beaven, Purchasing, may have ideas to help find healthcare options
- Going forward, UA could remind students of the annual enrollment period

An update from Matt Beaven this morning was that presently uninsured students should consider contacting Ohio Health Benefits for insurance coverage for this year (if they are unable to use the ACA Exchanges or Medicaid). The goal is to have a new plan in place for next Fall (2019) linked to UA. Also, the Ohio Attorney General has appointed a lawyer to represent UA with regard to the past Insurance company's (that became insolvent) healthcare, dental, and eye care coverage that was not paid. Matt Beaven or another UA representative will brief UC on this case once we have meaningful information.

The UC EC also discussed whether it is necessary for parking lots to be closed all day for basketball games. Once we have additional information, we will bring this to the UC.

# University Council

MINUTES

FEBRUARY 12, 2019

3 – 4:05 PM

STUDENT UNION 312

<b>MEETING CALLED BY</b>	Phil Allen, chair	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Phil Allen, chair	
<b>NOTE TAKER</b>	Kim Haverkamp	
<b>ATTENDEES</b>	<p><b>Member:</b> Philip Allen, Linda Barrett, Taylor Bennington, Katie Cerrone, Tonia Ferrell, Alec Gerred, John Green, Brittany Hartman, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Chand Midha, Kris Nakoneczny, Ruth Nine-Duff, Rex Ramsier, Linda Saliga Julia Spiker, Harvey Sterns,</p> <p><b>Absent with notice:</b> Julie Cajigas, Jeanette Carson, Ed Evans, Marjorie Hartleben, Allen Mathis, Jonah Pichette, Shawn Stevens</p> <p><b>Absent without notice:</b> Hailey Cargill, Lynn Lucas</p> <p><b>Other attendees:</b> Andrew Adolph, Pam Brandenstein, Wayne Hill, Jolene Lane, Neal L'Amoreaux, John MacDonald, John Messina, Stephen Myers, Jeremy Noll, John Reilly, Joette Dignan Weir</p>	
<b>Agenda topics:</b>		
<b>3:00 – 3:05</b>	<b>CALL TO ORDER</b>	<b>PHIL ALLEN</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. The chair called the meeting to order and asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</li> <li>2. The chair asked for additions or corrections to the January 15 University Council minutes. The minutes were approved as distributed by unanimous consent.</li> </ol>	
<b>3:05 – 3:10</b>	<b>CHAIR'S REMARKS</b>	<b>PHIL ALLEN</b>
<b>DISCUSSION</b>	<p>The chair opened the meeting with remarks about the ever-changing nature of higher education and the challenges we face. He mentioned the recent Wright State faculty strike as an example and remarked that a resolution seemed to be at hand for them. Chair Allen hopes we receive more support from new Governor Mike DeWine for higher education in Ohio.</p> <p>Sarah Kelly will discuss revisions to the proposed Sick Leave Bank Policy at the February 19 UCEC meeting. UC members were asked to send their questions to Kim Haverkamp.</p>	
<b>3:10 – 3:15</b>	<b>EXECUTIVE COMMITTEE REPORT</b>	<b>PHIL ALLEN</b>
<b>DISCUSSION</b>	<p>The chair discussed the attached <a href="#">Executive Committee Report</a> from the January 22 UCEC meeting.</p>	

DISCUSSION	<p>1. <b>Three-Year Action Plans:</b> President Green thanked everyone for their great work on the academic and administrative action plans. The deans and VPs were asked to align their college/unit action plans with the University priorities. The president indicated that very few modifications were requested to plan details. The revised action plans will be posted on the Three-Year Action Plan webpage in addition to the initial plans.</p> <p>Items in the action plans that require money will go through the budget process. The action plans will influence the FY2020 budget and beyond.</p> <p>The Three-Year Action Plan Steering Committee is discussing ways to better implement the planning process next year. The action plans will be updated each fall. The action plan templates will be distributed before fall semester to give college/units ample time to update their plans.</p> <p>2. <b>Budget Process:</b> The FY2020 goal is to reduce the overall basic expenditures by \$15m. Because of the Three-Year Action Plans we have established university priorities, which will allow us to manage these reductions in areas away from priorities. The overall goal is to manage the deficit, conserve resources, use reserves cautiously and be positioned to grow revenues by 2023 when we will see more favorable demographics in the traditional student population. CFO Mortimer and his staff are updating the assumptions. Work will be done simultaneously with the Division of Finance and Administration, UC Budget and Finance Committee and BOT Finance and Administration Committee. The budget will be brought to UC for endorsement.</p> <p>3. <b>University Reorganization Proposals:</b> President Green discussed four proposals for potential college reorganizations with appropriate academic units and received feedback. The president will review all feedback and work through shared governance to seek any potential changes to the academic organization. Revised proposals will go to the Faculty Senate Academic Policies Committee and Faculty Senate with possible Board action no earlier than June.</p>
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DISCUSSION	<p>1. Faculty Senate discussed fair and consistent workload assignments for full-time faculty members, and has provided suggestions for workload policies. The provost hopes the changes are in place by fall 2019.</p> <p>2. Choose Ohio First is a state funded program for STEMM majors. The retention and graduation rates for students in this program are excellent. They have expanded their scope to include a cohort of non-STEMM majors called the Collegiate Scholars Program. The attached <a href="#">Choose Ohio First (COF) &amp; Pipeline Initiatives PowerPoint</a> was presented to the BOT Academic Issues Committee on February 8. We plan to invest in expanding their impact to other student cohorts, particularly those receiving an underrepresented student scholarship.</p> <p>3. Per the census data, spring enrollment is 19,030 students. We enforced the new policy on student dismissal. Students whose cumulative GPA falls below 2.0 for three consecutive semesters are dismissed from the University after a holistic review and at the discretion of the relevant dean.</p> <p>4. Fall applications are lower compared to last year. We have more confirmations compared to last year and those students also have higher GPA and ACT scores. The yield is going up and that is what we want to see. We have taken a new approach to managing scholarship</p>
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	<p>offers for new students, which is resulting in a stronger financial position for the university.</p> <ol style="list-style-type: none"> <li>5. The Board will approve a new three-year calendar for campus. This calendar will include academic dates and holidays, which were previously sent to the Board separately. The Fall Commencement date is listed as TBD as they will discuss the possibility of eliminating the fall ceremonies for cost and time and investment purposes. John Messina will work with USG to get student feedback. There was a suggestion to host commencement ceremonies on Five-Star Fridays.</li> <li>6. The University submitted reports to the Higher Learning Commission (HLC) in December. We have not received a response because the HCL is working through a backlog of reports.</li> <li>7. Five-Star Fridays will continue through academic year 2019-20 to gather the data needed to make an informed decision on whether or not to continue. We have not received many student complaints. We need to think of ways to use campus on Fridays, as well as on the weekends.</li> </ol> <p>USG is benchmarking student opinion half way through this academic year and at the end of this academic year. So far, students are favorable of Five-Star Fridays. So far, 70% of the students who responded are satisfied or highly satisfied with the schedule. They can work, have an internship experience or other off-campus experiences on Fridays.</p>
<p><b>TALENT DEVELOPMENT AND HUMAN RESOURCES IN-DEPTH STANDING COMMITTEE REPORT</b></p>	
<p><b>DISCUSSION</b></p>	<p style="text-align: right;">MARY JO MACCRACKEN</p> <p>Mary Jo MacCracken, chair, presented the attached PowerPoint about <a href="#">committee goals and activities</a> and the following were discussed:</p> <ul style="list-style-type: none"> <li>• Sick Leave Bank Policy</li> <li>• Workforce Training Solutions</li> <li>• Nursing Mother’s Locations</li> <li>• Healthcare Savings/Incentives for UA Employees</li> <li>• Workplace Bullying and Harassment Policy</li> </ul> <p>There was a suggestion to create a nursing mother’s location at a central campus location, such as the Student Union. Steve Myers, Capital Planning and Facility Management, said they will add locations where appropriate to future building renovations.</p> <ul style="list-style-type: none"> <li>• They have to figure out how to control access to the space</li> <li>• VP Lane initiated a space at a previous university and suggested a lock with a code that is changed on a regular basis</li> </ul> <p>Chair Allen requested an update on the progress of a central campus nursing room by the end of the year.</p>
<p>3:48 – 4:05</p>	<p><b>COMMITTEE REPORTS</b></p>
<p><b>DISCUSSION</b></p>	<p style="text-align: right;"><b>COMMITTEE CHAIRS</b></p> <p><b>Budget and Finance:</b> No report</p> <p><b>Communications:</b> No report</p> <p><b>Information Technology:</b> There was discussion about the attached <a href="#">resolution on kiosks in public areas of University buildings</a>. There were complaints about the type of content being viewed on the kiosks.</p>

The following motion was made:

The University Council resolves that all computer kiosks located in public areas of university buildings must require users to log in with university approved credentials, with the exception of the public open access computer kiosks located in Bierce Library and the Science & Technology Library.

**The motion to endorse carried** by a secret ballot vote of 14 in favor and 0 opposed.

**Institutional Advancement:** Terrie Sampson, Director of Development Stewardship, will attend a meeting to discuss the scholarship process.

**Physical Environment:** They have scheduled a meeting with the City of Akron Traffic Engineer to discuss the following dangerous traffic intersections on campus.

- Buchtel Avenue and College Street
- Buchtel Avenue and Hill Street (in front of EJ Thomas Hall)
- Exchange Street and Sumner Street

If you have concerns about other intersections on campus, please email Dorothy Gruich, [gruich@uakron.edu](mailto:gruich@uakron.edu).

The foot bridge in front of ASEC and Ayer Hall will be closed due to construction and pedestrians will be rerouted.

**Recreation and Wellness:** They met with Sarah Kelly to discuss wellness incentive programs/opportunities for UA community and provided recommendations to HR on wellness ideas. They discussed the graduate student healthcare issue. A foodbank was established at the Polsky Building, 3<sup>rd</sup> floor.

**Student Engagement and Success:** They received a recommendation to reform the first year experience committee. They are sharing best practices for first year experience seminars. Also looking to partner with ITL on a retention summit.

**Ad hoc Awards Committee:** The request for nominations was emailed to the campus community on February 8 and the deadline for nominations is February 22. The committee met this week and began the process of inviting past recipients to join the committee in judging this year's nominees. The committee may need to ask constituent groups to appoint other members to help fill out the need for more participants in the judging process.

**Ad hoc Human Development Committee:** No report.

**Ad hoc Textbook Committee:** NEXT - New Explorations in Teaching Conference 2019 will take place on March 1. The Affordable Learning Initiative is sponsoring grants to faculty for open textbook adoption. More information is available at [www.uakron.edu/affordablelearning/apply](http://www.uakron.edu/affordablelearning/apply).

**Ad hoc Web Accessibility Committee:** They are reviewing a second draft of a proposed policy and will discuss it at their next meeting.

4:05 – 4:05

NEW BUSINESS

PHIL ALLEN

DISCUSSION

The meeting was adjourned at 4:05 p.m. by unanimous consent.

# University Council

MINUTES

MARCH 12, 2019

3 – 3:55 PM

STUDENT UNION 312

MEETING CALLED BY	Phil Allen, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Phil Allen, chair	
NOTE TAKER	Kim Haverkamp	
ATTENDEES	<p><b>Member:</b> Philip Allen, Linda Barrett, Taylor Bennington, Anne Bruno, Julie Cajigas, Jeanette Carson, Katie Cerrone, Tonia Ferrell, Alec Gerred, John Green, Marjorie Hartleben, Brittany Hartman, Paul Levy, Mary Jo MacCracken, Allen Mathis, Chand Midha, Ruth Nine-Duff, Jonah Pichette, Rex Ramsier, Linda Saliga, Harvey Sterns, Shawn Stevens</p> <p><b>Absent with notice:</b> Ed Evans, Kristine Kraft, Kris Nakoneczny, Julia Spiker</p> <p><b>Absent without notice:</b> Hailey Cargill</p> <p><b>Other attendees:</b> Andrew Adolph, Kim Cole, Sarah Kelly, John MacDonald, John Messina, Stephen Myers, John Reilly, Joette Dignan Weir</p>	
Agenda topics:		
3:00 – 3:05	CALL TO ORDER	PHIL ALLEN
DISCUSSION	<ol style="list-style-type: none"> <li>The chair called the meeting to order and asked for additions to the agenda. Provost Ramsier will give his remarks after the chair’s remarks. The agenda was approved as revised by unanimous consent.</li> <li>The chair asked for additions or corrections to the February 12 University Council minutes. The minutes were approved as distributed by unanimous consent.</li> </ol>	
3:02 – 3:03	CHAIR’S REMARKS	PHIL ALLEN
DISCUSSION	The chair applauds President Green’s decision to implement a pause in the current discussion concerning the reorganization proposals.	
3:03 – 3:10	PROVOST’S REMARKS	REX RAMSIER
DISCUSSION	<ol style="list-style-type: none"> <li>Provost Ramsier is meeting with candidates for multiple faculty positions and is impressed with the high quality of the candidates. So far, we have filled about 8 of the 31 openings.</li> <li>After due diligence, including significant input from students, Fall Commencement will continue with two ceremonies in December.</li> <li>The U.S. Department of Education held sessions to discuss possible changes to rules affecting higher education. The following is an update: <ul style="list-style-type: none"> <li>No longer considering limiting regional accrediting bodies to no more than 10 states, which would mean no disruption to HLC who provides accreditation to UA</li> <li>Still considering increasing the percentage (from 50 to up to 75 percent) of curriculum for a degree program that can be outsourced to a third-party</li> <li>Continuing to discuss the definition of credit hour, including limiting it to only clock hours spent in the classroom</li> </ul> </li> </ol>	

	4. Fall applications are down, but confirmations are up compared to the same time last year. We denied fewer applications compared to the same time last year, indicating we are holding fast to academic standards and increasing academic reputation. We should see an increase in confirmations from Senior Visit Day, held on March 8.
3:10 – 3:26	EXECUTIVE COMMITTEE REPORT <span style="float: right;">PHIL ALLEN</span>
DISCUSSION	<ol style="list-style-type: none"> <li>1. The chair discussed the attached <a href="#">Executive Committee minutes</a> from the February 19 UCEC meeting.</li> <li>2. A response was received from President Green regarding computer kiosks in public areas of University buildings. The <a href="#">recommendation that was endorsed by UC</a> on February 12 will be implemented by Information Technology Services.</li> <li>3. The attached <a href="#">Sick Leave Bank Policy proposal</a> was discussed. The UC Executive Committee made a motion to endorse the policy proposal. <b>The motion carried</b> by a secret ballot vote of 16 in favor and 1 opposed.</li> </ol>
3:26 – 3:42	PRESIDENT’S REMARKS <span style="float: right;">JOHN GREEN</span>
DISCUSSION	<p>President Green discussed the revised reorganizational proposals with Faculty Senate.</p> <p>Discussions with deans, chairs and faculty have revealed that many people on campus understand the gravity, scope and nature of our challenges and have ideas on how we can achieve the objectives in the proposals expeditiously without an academic reorganization. There will be a pause in the reorganization discussion for six months to collectively establish meaningful ways to meet the objectives.</p> <p>Provost Ramsier will lead the effort to identify areas of importance and set achievable, realistic goals to make progress. If we are unable to achieve the objectives during the next six months, we will need to revisit the reorganization proposals.</p>
IN-DEPTH STANDING COMMITTEE REPORT	
DISCUSSION	The Recreation and Wellness Committee in-depth report was rescheduled for the May 7 UC meeting.
3:42 – 3:55	COMMITTEE REPORTS <span style="float: right;">COMMITTEE CHAIRS</span>
DISCUSSION	<p><b>Budget and Finance:</b> No report.</p> <p><b>Communications:</b> The Student Emergency Financial Assistance (SEFA) grant is ending. The Department of Development and ZipAssist are looking for donors to help the students who would get assistance from the SEFA grant.</p> <p>The committee is planning to ask faculty, staff and contract professionals for small donations to the Family Helping Family Fund. This fund will provide assistance to students in lieu of the SEFA grant.</p> <p>Heather Walter, vice chair, will assume the chair duties while Julie Cajigas is on maternity leave.</p> <p><b>Information Technology:</b> No report.</p>

	<p><b>Institutional Advancement:</b> No report.</p> <p><b>Physical Environment:</b> No report.</p> <p><b>Recreation and Wellness:</b> No report.</p> <p><b>Student Engagement and Success:</b> The committee met with Brandon Mikulski and Bill Torgler to discuss the Akron Experience class and the impact on student success.</p> <p><b>Talent Development and Human Resources Committee:</b> The committee received a thank you from a nursing mother after the nursing mother’s locations were publicized.</p> <p><b>Ad hoc Awards Committee:</b> The committee is reviewing award nominations.</p> <p><b>Ad hoc Human Development Committee:</b> The City of Akron is part of the WHO AARP Network of Age Friendly Cities and Communities. Harvey Sterns will co-chair the Advisory Council. The University of Akron will coordinate the community assessment during the first year. This fulfills a commitment to being an Age-Friendly University. Harvey Sterns reviewed the principles related to the Age Friendly University initiative.</p> <p><b>Ad hoc Textbook Committee:</b> No report.</p> <p><b>Ad hoc Web Accessibility Committee:</b> No report.</p>
3:55 – 3:55	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;">PHIL ALLEN</p>
<b>DISCUSSION</b>	The meeting was adjourned at 3:55 p.m. by unanimous consent.

# University Council

MINUTES

APRIL 9, 2019

3 – 4:00 PM

STUDENT UNION 312

MEETING CALLED BY	Phil Allen, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Phil Allen, chair	
NOTE TAKER	Kim Haverkamp	
ATTENDEES	<p><b>Member:</b> Philip Allen, Linda Barrett, Katie Cerrone, Tonia Ferrell, Alec Gerred, Brittany Hartman, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Allen Mathis, Chand Midha, Kris Nakoneczny, Ruth Nine-Duff, Jonah Pichette, Rex Ramsier, Linda Saliga, Julia Spiker, Harvey Sterns, Shawn Stevens</p> <p><b>Absent with notice:</b> Taylor Bennington, Julie Cajigas, Jeanette Carson, Ed Evans, John Green, Marjorie Hartleben</p> <p><b>Absent without notice:</b> Hailey Cargill</p> <p><b>Other attendees:</b> Wayne Hill, Neal L'Amoreaux, John MacDonald, John Messina, John Reilly, Anthony Serpette, Heather Walter</p>	
Agenda topics:		
3:00 – 3:05	CALL TO ORDER	PHIL ALLEN
DISCUSSION	<ol style="list-style-type: none"> <li>The chair called the meeting to order and asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</li> <li>The chair asked for additions or corrections to the March 12 University Council minutes. The minutes were approved as distributed by unanimous consent.</li> </ol>	
3:05 – 3:10	CHAIR'S REMARKS	PHIL ALLEN
DISCUSSION	<ol style="list-style-type: none"> <li>Free speech on college campuses in the U.S. has become a hot topic. President Green asked University Council and Faculty Senate to establish an ad hoc committee to consider adopting a freedom of speech policy based on the attached <a href="#">University of Chicago Freedom of Expression policy</a>. Chair Allen discussed the highlighted paragraphs on page 2. University Council will work with Faculty Senate and bring a proposed policy to UC for endorsement.</li> <li>Faculty Senate, University Council and Akron-AAUP are co-sponsoring a lecture, Free Speech on Campus: Know Your Rights, on April 10 from 3 - 5 p.m. in Student Union 335. The lecture is free and open to the public.</li> </ol>	
3:10 – 3:15	EXECUTIVE COMMITTEE REPORT	PHIL ALLEN
DISCUSSION	<ol style="list-style-type: none"> <li>The chair discussed the attached <a href="#">Executive Committee Minutes</a> from the March 19 UCEC meeting.</li> </ol>	

	<p>2. The Voluntary Separation or Retirement Plan (VSRP) was offered to approximately 340 full-time faculty members. The Transition After Retirement Program (TARP) is still an option, but not in combination with VSRP. The Phased Retirement Program is available for Contract Professional and staff employees.</p> <p>3. President Green distributed an article from the Dayton Daily News detailing financial difficulties and planned budget cuts at Miami University to University Council, Faculty Senate and Department Chairs/School Directors to provide context for the challenges facing all Ohio public universities.</p>
3:15 – 3:25	<p style="text-align: center;"><b>PROVOST’S REMARKS</b></p> <p style="text-align: right;"><b>REX RAMSIER</b></p>
DISCUSSION	<p>The following were discussed:</p> <ol style="list-style-type: none"> <li>1. We are continuing with faculty interviews. We are currently interviewing for a director of Institutional Research, a director of the School of Dance, Theatre, and Arts Administration and a director of the School of Music.</li> <li>2. The Board of Trustees Rules Committee will consider the Sick Leave Bank Program that was endorsed by University Council. Also on the agenda for the Rules Committee will be consideration of the new curriculum system and academic dismissal policy for undergraduate students. If approved, these items will be put on the consent agenda for the April 10 BOT meeting.</li> <li>3. The following is an update on the U.S. Department of Education discussion of rules affecting higher education: <ul style="list-style-type: none"> <li>• No longer considering changing the definition of credit hour</li> <li>• No longer considering increasing the percentage of curriculum for a degree program that can be outsourced to a third-party</li> <li>• For online instruction, guidelines are being offered for what constitutes substantive interaction in the online environment. Guidelines include meeting one or more of the following: provide direct instruction, offer feedback on assignments, answer student questions and facilitate group discussion. Further, the instructor must be responsible for delivering course content.</li> </ul> </li> <li>4. Enrollment Update: Fall applications are down, but confirmations are up and denials are down compared to the same time last year.</li> </ol>
3:25 – 3:40	<p style="text-align: center;"><b>INFORMATION TECHNOLOGY IN-DEPTH STANDING COMMITTEE REPORT</b></p> <p style="text-align: right;"><b>LINDA BARRETT</b></p>
DISCUSSION	<p>Linda Barrett, chair, presented the attached PowerPoint about <a href="#">committee goals</a> and the following were discussed:</p> <ul style="list-style-type: none"> <li>• Identity management</li> <li>• Laptop refresh</li> <li>• Footprints Help Desk system</li> <li>• IT website</li> <li>• Lab Portal implementation</li> <li>• Network storage space</li> <li>• Kiosks in campus public areas</li> </ul> <p>The Desktop and Laptop Computer Refresh Program will be considered by the Board of Trustees at the April 10 meeting. If approved, the Refresh Program will begin in April.</p>

	<p>The following suggestions were made:</p> <ul style="list-style-type: none"> <li>• Add a legal liability statement when users sign in</li> <li>• Make two-level authentication mandatory for all computers on the network</li> </ul>
3:40 – 4:00	<p style="text-align: center;"><b>COMMITTEE REPORTS</b></p> <p style="text-align: right;"><b>COMMITTEE CHAIRS</b></p>
DISCUSSION	<p><b>Budget and Finance:</b> No report.</p> <p><b>Communications:</b> They are continuing to work with the Student Emergency Finance Assistance (SEFA) grant.</p> <p><b>Institutional Advancement:</b> They are working to finalize the scholarship site in Brightspace.</p> <p><b>Physical Environment:</b> They approved a space allocation form to repurpose space in Olin Hall from an open office to a departmental classroom. Jared Coleman discussed the data collection on campus intersections. The data will be forwarded to the City of Akron Traffic Engineer.</p> <p><b>Recreation and Wellness:</b> No report, but will be providing their in-depth report next month.</p> <p><b>Student Engagement and Success:</b> They are continuing to work on reforming the first year experience committee.</p> <p><b>Talent Development and Human Resources:</b> They are continuing to work on workforce training through UA Solutions.</p> <p><b>Ad hoc Awards Committee:</b> The award winners have been selected and communication is going out to all nominees. The awards will be presented at the Founder’s Day luncheon on May 3.</p> <p><b>Ad hoc Human Development Committee:</b> They are continuing to work with the City of Akron on the WHO AARP Network of Age Friendly Cities and Communities. President Green will participate in a kick-off press conference on May 23. Thank you to Wayne Hill for helping to develop a logo for the initiative.</p> <p><b>Ad hoc Textbook Committee:</b> They are working with University Libraries to review grant proposal submitted by faculty adopting open resource textbooks and materials for the next academic year. More information is available at <a href="http://www.uakron.edu/affordablelearning/apply">www.uakron.edu/affordablelearning/apply</a>.</p> <p><b>Ad hoc Web Accessibility Committee:</b> Anthony Serpette, chair, discussed the attached <a href="#">proposed Web Accessibility Policy</a>. For this policy, web accessibility will cover content accessed through a web browser either on a desktop/laptop or mobile device.</p> <p>The following revision was made to Process for Implementation (see page 2):</p> <ol style="list-style-type: none"> <li>1. The Department of Purchasing and the Office of General Counsel will <del>include review for compliance with</del> accessibility requirements in any new agreements related to UA’s web resources.</li> </ol> <p>There was a motion to endorse the proposed policy as revised. <b>The motion carried</b> by a secret ballot vote of 17 in favor and 0 opposed.</p>
4:00 – 4:00	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>PHIL ALLEN</b></p>
DISCUSSION	<p>The meeting was adjourned at 4:00 p.m. by unanimous consent.</p>

# University Council

MINUTES

MAY 7, 2019

3 – 4:10 PM

STUDENT UNION 312

<b>MEETING CALLED BY</b>	Phil Allen, chair	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Phil Allen, chair	
<b>NOTE TAKER</b>	Kim Haverkamp	
<b>ATTENDEES</b>	<p><b>Member:</b> Philip Allen, Linda Barrett, Ann Bruno, Jeanette Carson, Katie Cerrone, Ed Evans, Tonia Ferrell, John Green, Marjorie Hartleben, Brittany Hartman, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Allen Mathis, Chand Midha, Kris Nakoneczny, Ruth Nine-Duff, Mark Okocha, Linda Saliga, Isaiah Smith, Julia Spiker, Harvey Sterns, Shawn Stevens</p> <p><b>Absent with notice:</b> Julie Cajigas, Alec Gerred</p> <p><b>Absent without notice:</b> Hailey Cargill</p> <p><b>Other attendees:</b> Andrew Adolph, Aimee deChambeau, Wayne Hill, Jolene Lane, John MacDonald, John Messina, John Reilly</p>	
<b>Agenda topics:</b>		
3:00 – 3:05	CALL TO ORDER	PHIL ALLEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. The chair called the meeting to order and asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</li> <li>2. The chair asked for additions or corrections to the April 9 University Council minutes. The minutes were approved as distributed by unanimous consent.</li> </ol>	
3:05 – 3:10	CHAIR’S REMARKS	PHIL ALLEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. The Chair welcomed Dr. Midah to University Council and the UC Executive Committee in his new role as the Chief Academic Officer.</li> <li>2. There will be a UC Special Meeting on May 28 from 3 – 4:30 p.m. to vote on endorsement of the FY20 budget before it goes to the BOT. The Budget and Finance committee is working to get the budget documents to UC members 2-5 days before the special meeting.</li> </ol>	
3:10 – 3:17	EXECUTIVE COMMITTEE REPORT	PHIL ALLEN
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. The University’s shared governance bodies have been asked to nominate two people each to assist in efforts related to student enrollment, retention and graduation. UC will nominate the following people: <ul style="list-style-type: none"> <li>• Stephanie Kiba (CPAC)</li> <li>• Ruth Nine-Duff (UCEC, SEAC)</li> <li>• Marjorie Hartleben (UCEC, SEAC) - alternate</li> </ul> </li> </ol>	

	<p>2. The University’s shared governance bodies have been asked to nominate two people each to consider adopting a free speech policy similar to the University of Chicago policy. UC will nominate the following people:</p> <ul style="list-style-type: none"> <li>• Tonia Ferrell (UCEC, CPAC)</li> <li>• Phil Allen (UCEC, FS)</li> </ul>	
3:17 – 3:27	<b>PRESIDENT’S REMARKS</b>	<b>JOHN GREEN</b>
<b>DISCUSSION</b>	<p>President Green read and discussed the attached <a href="#">resolution pertaining to the position of Executive Vice President and Chief Academic Officer</a>.</p> <p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• The history of the creation of the EVP/Chief Academic Officer and EVP Chief Administrative Officer positions under Former President Matt Wilson</li> <li>• Chand Midha is the Interim EVP/Chief Academic Officer</li> <li>• Rex Ramsier is the EVP/Chief Administrative Officer</li> <li>• The Board of Trustees discontinued the title Senior Vice President and Provost</li> <li>• The Board of Trustees will conduct a national search for EVP/Chief Academic Officer after the Presidential search is completed</li> </ul>	
3:27 – 3:37	<b>CHIEF ACADEMIC OFFICER REMARKS</b>	<b>CHAND MIDHA</b>
<b>DISCUSSION</b>	<p>Dr. Midha is honored and thankful to President Green and the Board of Trustees for the opportunity to serve as Interim Executive Vice President/Chief Academic Officer. Dr. Midha will assist the president and the board with operationalizing the duties and responsibilities of the new position. Joe Wilder will provide assistance as the Interim Associate Academic Officer.</p> <p>The following were discussed;</p> <ul style="list-style-type: none"> <li>• Linda Subich and Jarrod Tudor have been appointed to the Task Force on student retention; Jolene Lane will serve as the alternate</li> <li>• Fall enrollment is down compared to the same time last year; CAO Midha is working with the Deans and Department Chairs to determine the reasons for the decline</li> <li>• 2,669 degrees will be awarded at Spring Commencement</li> </ul>	
3:25 – 4:03	<b>RECREATION AND WELLNESS IN-DEPTH STANDING COMMITTEE REPORT</b>	<b>JOHN MACDONALD AND KRIS KRAFT</b>
<b>DISCUSSION</b>	<p>John MacDonald, administrator, and Kris Kraft, chair, presented the attached PowerPoint about <a href="#">committee goals</a> and the following were discussed:</p> <ul style="list-style-type: none"> <li>• Campus Cupboards <ul style="list-style-type: none"> <li>○ They are utilized on a daily basis</li> <li>○ Thank you to USG for providing additional food funding</li> </ul> </li> <li>• Immunizations</li> <li>• Measles Outbreak</li> <li>• Campus Wellness</li> </ul> <p>The Campus Wellness Website, <a href="http://www.uakron.edu/wellness">www.uakron.edu/wellness</a>, has been revised and includes both campus and community resources.</p>	

	<p>The following suggestions were made:</p> <ul style="list-style-type: none"> <li>• Create a campus wide communication to request donations to the campus cupboards</li> <li>• Rename the “Emotional Wellness” section of the Campus Wellness Website because the title is too narrow</li> </ul>
4:30 – 4:10	<p style="text-align: center;"><b>COMMITTEE REPORTS</b></p> <p style="text-align: right;"><b>COMMITTEE CHAIRS</b></p>
DISCUSSION	<p><b>Budget and Finance:</b> The FY20 budget will be discussed at the May 28 UC Special Meeting.</p> <p><b>Communications:</b> No report.</p> <p><b>Information Technology</b> – No report.</p> <p><b>Institutional Advancement:</b> They are continuing to work on the Brightspace scholarship tool kit. Sarah Chapman, director of Treasury Services, was a guest speaker at a committee meeting.</p> <p><b>Physical Environment:</b> The data collection for pedestrian crosswalks was sent to the City of Akron and the Traffic Engineer was receptive to our suggestions. You will see minor changes in Fall 2019.</p> <p>They approved two space allocation forms:</p> <ol style="list-style-type: none"> <li>1. Repurpose space in School of Art from an office to a machine shop</li> <li>2. Repurpose space in Polymer Engineering from an office to an IT equipment room</li> </ol> <p><b>Student Engagement and Success:</b> They will work with the new Task Force on student retention.</p> <p><b>Talent Development and Human Resources:</b> They submitted to the UC Executive Committee a response to the Tuition Remission for Professional Development Courses topic submission.</p> <p><b>Ad hoc Awards Committee:</b> The Achievement Awards were presented at the Founder’s Day luncheon on May 3.</p> <p><b>Ad hoc Human Development Committee:</b> There will be a press conference on May 23 to kick-off the WHO AARP Network of Age Friendly Cities and Communities. UA’s Age Friendly University designation and the 60+ program will be highlighted. The committee will further refine their activities after the press conference.</p> <p><b>Ad hoc Textbook Committee:</b> The committee will present a special update at the June 11 UC meeting.</p>
4:10 – 4:10	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>PHIL ALLEN</b></p>
DISCUSSION	<p>Chair Allen congratulated the UC members graduating at Spring Commencement.</p> <p>The meeting was adjourned at 4:10 p.m. by unanimous consent.</p>

# University Council Special Meeting

MINUTES

MAY 28, 2019

3 – 4:10 PM

STUDENT UNION 312

<b>MEETING CALLED BY</b>	Phil Allen, chair
<b>TYPE OF MEETING</b>	Special Meeting
<b>PRESIDER</b>	Phil Allen, chair
<b>NOTE TAKER</b>	Kim Haverkamp
<b>ATTENDEES</b>	<p><b>Member:</b> Philip Allen, Linda Barrett, Ed Evans, Tonia Ferrell, John Green, Marjorie Hartleben, Brittany Hartman, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Chand Midha, Kris Nakoneczny, Ruth Nine-Duff, Mark Okocha, Linda Saliga, Julia Spiker, Harvey Sterns, Shawn Stevens</p> <p><b>Absent with notice:</b> Anne Bruno, Julie Cajigas, Jeanette Carson, Katie Cerrone, Isaiah Smith</p> <p><b>Absent without notice:</b> None</p> <p><b>Other attendees:</b> Celeste Cook, Wayne Hill, Jolene Lane, John MacDonald, John Messina, Nathan Mortimer</p>
<b>Agenda topics:</b>	
3:00 – 3:05	CALL TO ORDER <span style="float: right;">PHIL ALLEN</span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>The chair called the meeting to order and asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</li> <li>The chair reminded UC members that University Council and the standing committees meet year round per the UC Bylaws.</li> </ol>
3:10 – 4:00	FY20 BUDGETS <span style="float: right;">PHIL ALLEN/ NATHAN MORTIMER</span>
<b>DISCUSSION</b>	<p>Phil Allen discussed the following UC Budget and Finance Committee endorsement. The committee thinks that Athletics should not draw from the general fund. University Council Budget and Finance endorses the proposed FY20 General Fund, Auxiliaries, and Sales budgets with the following reservation. Based upon the changes made thus far by Athletics, we are not confident that the 3-year target of an \$8 million reduction in General Fund subsidy is attainable.</p> <p>CFO Nathan Mortimer reviewed the working drafts of the FY20 budgets and answered several questions. Once approved by the BOT, the budgets will be available on the Resource Analysis &amp; Budget website located at <a href="http://www.uakron.edu/rab">www.uakron.edu/rab</a>.</p> <p>The following documents were reviewed:</p> <ul style="list-style-type: none"> <li><a href="#">UA Funds to Audited Financial Statements</a></li> <li>Working draft of FY20 General Fund budget</li> <li>Working draft of FY20 Departmental Sales and Services Funds budget</li> <li>Working draft of FY20 Auxiliaries Funds budget</li> </ul>

	<p>The following is a summary of the discussion:</p> <ul style="list-style-type: none"> <li>• The budget numbers are fluid and will change up to the June 12 BOT meeting; CFO Mortimer offered to discuss the changes with UC after the Board acts.</li> <li>• Academic units are planning for 3 - 7% budget reductions</li> <li>• Except for Athletics, Auxiliaries are planning for a 7% transfer reduction. Athletics operating support reduction is \$1 million. The SU, Rec Center, and Athletics are being held harmless for the Facility Fee decline and Athletics is being held harmless for the General Service Fee decline. Athletics needed to budget cost control measures and revenue increases approximating \$1.6 million to achieve a net operating reduction.</li> <li>• Reductions, by in large, were not yet included in the budget presented to UC for endorsement</li> <li>• No reduction in force is contemplated in this budget proposal</li> <li>• Continuing to control costs and managing expenditures are imperative</li> <li>• An effort is being made to shift labor from the General Fund to grants, when appropriate</li> <li>• IDC distribution changed. The PI will continue to receive (10%) while the remainder will accrue to the Center. Changes to revenue share and reimbursed time were also discussed.</li> <li>• Enrollment is expected to decline while scholarships are expected to increase</li> </ul> <p>Moody's Investor Service maintained the University's A1 credit rating and stable outlook. Moody's is satisfied with the cost control efforts. Its opinion talked about the fiscal prudence being followed.</p> <p>An inquiry was made concerning the outcome of retention for students receiving the Akron Guarantee Scholarship. CFO Mortimer indicated he would return with an update.</p> <p>Immediate Past Chair Sterns stated that it is part of the Continuous Planning and Budgetary Process that the budget be presented to UC for endorsement at this time as reported to the Higher Learning Commission on shared governance.</p> <p>The following motion was made:  University Council Budget and Finance endorses the proposed FY20 General Fund, Auxiliaries, and Sales budgets with the following reservation. Based upon the changes made thus far by Athletics, we are not confident that the 3-year target of an \$8 million reduction in General Fund subsidy is attainable. The University Council supports the recommendation of the Budget and Finance Committee.  <b>The motion carried</b> with a secret ballot vote of 13 in favor and 3 opposed.</p>
4:00 – 4:10	<p style="text-align: center;"><b>FREE SPEECH RESOLUTION</b></p> <p style="text-align: right;">PHIL ALLEN</p>
DISCUSSION	<p>Phil Allen discussed the attached <a href="#">Free Speech Resolution</a>.</p> <p>A motion was made to endorse the Faculty Senate Free Speech Resolution.  <b>The motion carried</b> by a secret ballot vote of 16 in favor and 0 opposed.</p>
4:10 – 4:10	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;">PHIL ALLEN</p>
DISCUSSION	<p>The meeting was adjourned at 4:10 p.m. by unanimous consent.</p>

# University Council

MINUTES

JUNE 11, 2019

3 – 4:10 PM

LEIGH HALL 214

MEETING CALLED BY	Phil Allen, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Phil Allen, chair	
NOTE TAKER	Kim Haverkamp	
ATTENDEES	<p><b>Member:</b> Philip Allen, Linda Barrett, Ann Bruno, Jeanette Carson, Katie Cerrone, Ed Evans, Tonia Ferrell, John Green, Brittany Hartman, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Chand Midha, Kris Nakoneczny, Ruth Nine-Duff, Mark Okocha, Linda Saliga, Isaiah Smith, Amanda Stefin, Harvey Sterns</p> <p><b>Absent with notice:</b> Julie Cajigas, Marjorie Hartleben, Julia Spiker, Shawn Stevens</p> <p><b>Absent without notice:</b> None</p> <p><b>Other attendees:</b> Aimee deChambeau, Wayne Hill, Steve Kaufman, Sean Kennedy, Jolene Lane, John MacDonald, John Messina, John Reilly, Joette Dignan Weir</p>	
Agenda topics:		
3:00 – 3:05	CALL TO ORDER	PHIL ALLEN
DISCUSSION	<ol style="list-style-type: none"> <li>The chair called the meeting to order and asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</li> <li>The chair asked for additions or corrections to the May 7 and May 28 University Council minutes. <ul style="list-style-type: none"> <li>The May 7 minutes were approved as distributed by unanimous consent.</li> <li>The following revision was made to the May 28 Special Meeting minutes: Except for Athletics, Auxiliaries are planning for a <del>3</del>–7% transfer reduction. The May 28 minutes were approved as revised by unanimous consent.</li> </ul> </li> </ol>	
3:05 – 3:10	CHAIR’S REMARKS	PHIL ALLEN
DISCUSSION	<p>A total of 41 faculty members have elected to participate in the Voluntary Separation or Retirement Program (VSRP). They will remain at the University through May 2020. There is a great need for the service that our university provides to our communities. It is important to remember that UA is an integral part of Northeast Ohio. Chair Allen affirmed there is much to be hopeful for at our university.</p>	
3:10 – 3:15	EXECUTIVE COMMITTEE REPORT	PHIL ALLEN
DISCUSSION	<p>The UCEC reviewed the Professional Development Courses response from the Talent Development and HR Committee. We would like to have leadership development and professional development programs as well as continuing education and technology training opportunities on campus. We will ask CPAC and SEAC to research what our peer institutions are doing in these areas and clarify what they would like to see offered for their constituencies. We will share this information with CIO John Corby.</p>	

3:15 – 3:15	PRESIDENT’S REMARKS	JOHN GREEN
DISCUSSION	President Green was unable to attend.	
3:15 – 3:30	CHIEF ACADEMIC OFFICER REMARKS	CHAND MIDHA
DISCUSSION	<p>The following were discussed:</p> <ol style="list-style-type: none"> <li>1. Voluntary Separation or Retirement Program (VSRP): <ul style="list-style-type: none"> <li>• 41 faculty will participate in the program, which represents 12% of total eligible participants</li> <li>• He has informed each deans of the faculty participating from their college</li> <li>• He requested that the deans provide their faculty needs for 2020-21 in rank order</li> <li>• He hopes the deans will work with their dept. chairs and the dept. chairs will work with their faculty in the spirit of shared governance</li> <li>• It is important to provide quality education to our students</li> </ul> </li> <li>2. Enrollment: <ul style="list-style-type: none"> <li>• As of June 3, the Fall 2019 headcount has declined 5.4% and credit hours have declined 4.8% compared to the same time last year</li> <li>• 12% of the credit hours are from Early College High School and College Credit Plus</li> <li>• Fall 2019 is the beginning of the Direct Connect program with Stark State; UA will engage with the students throughout the program <ul style="list-style-type: none"> <li>○ 30 students went through UA orientation and are starting to meet with our advising team</li> <li>○ We anticipate up to 100 students will come through the Stark State pathway in 2 years</li> </ul> </li> </ul> </li> <li>3. Governor DeWine proposed a 1% increase in the state share of instruction (SSI) and the legislation was approved. It is possible that another 1% increase may be proposed.</li> <li>4. We are working on the Tuition Guarantee for the next cohort. Dr. Midha will keep UC informed.</li> <li>5. Chair Allen mentioned that there is a committee looking at enrollment, retention and graduation. A report is expected in September.</li> </ol>	
3:30 – 4:10	COMMITTEE REPORTS	COMMITTEE CHAIRS
DISCUSSION	<p><b>Ad hoc Textbook Committee:</b> Aimee deChambeau, Sean Kennedy and Steve Kaufman discussed the attached <a href="#">Affordable Learning Initiative presentation</a>.</p> <p>UA, in partnership with OhioLINK and the Open Textbook Network, is working to consolidate efforts around textbook/course material affordability and open education resource adoption. Visit the website: <a href="http://www.uakron.edu/affordablelearning">www.uakron.edu/affordablelearning</a>.</p> <p>Affordable Learning Initiative Impact</p> <ul style="list-style-type: none"> <li>• Lower out of pocket cost for students</li> <li>• Increase retention &amp; persistence</li> <li>• Improve course quality</li> <li>• Assist with developing distinctive programs</li> </ul>	

- Build opportunities for recruitment
- University Libraries provides resources to faculty and open network textbook training. Please let them know if you would like training for your department.
- **Steve Kaufman**, Sr. Instructional Designer & Strategic Initiatives Coord., OhioLINK Affordable Learning Ambassador – he can help you find open textbooks and provide training, [skaufman@uakron.edu](mailto:skaufman@uakron.edu)
  - **Sean Kennedy**, Asst. Prof. Prac. Bibliography, Collections & Content Strategies Librarian – he can help you find resources in library collections, [skennedy@uakron.edu](mailto:skennedy@uakron.edu)
  - **Sarah Zornes**, Library Service Coordinator, Course Reserves Manager – she can help you place materials on reserve, [szornes@uakron.edu](mailto:szornes@uakron.edu)
  - **Aimée deChambeau**, Dean, [aimee@uakron.edu](mailto:aimee@uakron.edu)

Please share this information with faculty and ask them to consider the cost of textbooks.

**Budget and Finance:** No report.

**Communications:** No report.

**Information Technology:** No report.

**Institutional Advancement:** No report.

**Physical Environment:** No report.

**Recreation and Wellness:** They are discussing a new wellness program to help improve morale. They are discussing ways to continue support of the food pantries, possibly with monetary and food donations from the campus community.

**Student Engagement and Success:** They are working with the Institute for Teaching and Learning (ITL) to identify speakers for the High Impact Teaching series for Fall 2019.

**Talent Development and Human Resources:** No report.

**Ad hoc Awards Committee:** Will be scheduling a meeting to soon to begin review of process and planning for FY20 awards.

**Ad hoc Human Development Committee:** On May 23, the City of Akron officially enrolled into the AARP Network of Age-Friendly States and Communities. Harvey Sterns is part of the core advisory group. UA’s Institute for Life-Span Development and Gerontology and the Bliss Institute will assist with research and data collection. UA had a table at the press conference to promote Adult Focus and the Sixty-Plus (60+) Program.

4:10 – 4:10

NEW BUSINESS

PHIL ALLEN

DISCUSSION

The meeting was adjourned at 4:10 p.m. by unanimous consent.

# University Council

## MINUTES

AUGUST 13, 2019

3 – 4:10 PM

STUDENT UNION 312

<b>MEETING CALLED BY</b>	Phil Allen, chair
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>PRESIDER</b>	Phil Allen, chair
<b>NOTE TAKER</b>	Kim Haverkamp
<b>ATTENDEES</b>	<p><b>Member:</b> Philip Allen, Arnob Banik, Jared Brown, Ann Bruno, Jeanette Carson, Katie Cerrone, Ed Evans, Tonia Ferrell, Kristine Kraft, Paul Levy, Chand Midha, Kris Nakoneczny, Ruth Nine-Duff, Mark Okocha, Linda Saliga, Isaiah Smith, Julia Spiker, Amanda Stefin, Shawn Stevens</p> <p><b>Absent with notice:</b> Linda Barrett, Julie Cajigas, John Green, Marjorie Hartleben, Brittany Hartman, Mary Jo MacCracken, Harvey Sterns</p> <p><b>Absent without notice:</b> None</p> <p><b>Other attendees:</b> Matt Beaven, Robert Bouscher, Mike Dowling, John MacDonald, John Messina, Nathan Mortimer, John Reilly, Joette Dignan Weir</p>
<b>Agenda topics:</b>	
3:00 – 3:05	CALL TO ORDER <span style="float: right;">PHIL ALLEN</span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>The chair called the meeting to order and asked for additions or revisions to the agenda. The chair revised the agenda as the president would not be attending and marking remarks. The agenda was approved as revised by unanimous consent.</li> <li>The chair asked for additions or corrections to the June 11 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>
3:05 – 3:10	CHAIR'S REMARKS <span style="float: right;">PHIL ALLEN</span>
<b>DISCUSSION</b>	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>According to UA Board Chair Gingo, the presidential search is making good progress</li> <li>Fall semester begin on Monday, August 26</li> <li>UC Chair Allen would like to see faculty/staff and the administration come together in the spirit of shared governance to address current issues of conflict</li> <li>UC Chair Allen will resign from University Council on August 31. Ruth Nine-Duff will assume the chair role for the remainder of the chair's term ending August 31, 2020. There will be an election for vice chair at the Sept. UC meeting.</li> </ul>

3:10 – 3:15	EXECUTIVE COMMITTEE REPORT	PHIL ALLEN
DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• The Executive Committee will meet with CIO John Corby at the Sept. UCEC meeting to discuss professional development training at UA.</li> <li>• The UC Satisfaction Survey will be distributed in August. The Executive Committee is discussing creating a separate survey for distribution to the broader university community</li> <li>• GSG President Amanda Stefin asked if the Student Bar Association should be included as a constituency group on University Council. There will be further discussion at the Aug. UCEC meeting.</li> </ul>	
3:15 – 3:15	PRESIDENT’S REMARKS	JOHN GREEN
DISCUSSION	President Green was unable to attend.	
3:15 – 3:25	CHIEF ACADEMIC OFFICER REMARKS	CHAND MIDHA
DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• Thanks to Phil Allen for his role as UC chair and congratulations to Ruth Nine-Duff for assuming the chair role in Sept.</li> <li>• Welcome to Michael Dowling, Board of Trustees</li> <li>• As of Mon., Aug. 13, enrollment for fall is down 6.4% in credit hours <ul style="list-style-type: none"> <li>○ We are still experiencing demographic pressures and competition, as well as seeing effects of APR phase outs. CAO Midha indicated that graduate student enrollment is still challenged and that international student enrollment is down due to political issues at the federal level.</li> </ul> </li> <li>• 41 faculty participated in the Voluntary Early Retirement Incentive Program <ul style="list-style-type: none"> <li>○ The faculty list has been distributed to deans</li> <li>○ The Council of Deans discussed critical needs for positions in FY20 and beyond; the deans will provide President Green with their input on where positions should be assigned</li> </ul> </li> <li>• Deans, chairs and directors have reviewed a draft workload policy and provided feedback</li> <li>• New Student Convocation will take place on Fri., Aug. 23 at 11:30 a.m. followed by a reception on Coleman Commons</li> <li>• Classes being on Mon., Aug. 26</li> <li>• Faculty and staff are welcome to participate in Week of Welcome activities</li> </ul>	
3:25 – 3:30	CLOSED PEDESTRIAN BRIDGE	JIM HASKELL
DISCUSSION	<p>The pedestrian bridge that links Auburn Science and Engineering Center with the walkway to the Jean Hower Taber Student Union is being replaced. The new bridge will open by October 2019.</p> <p>The attached <a href="#">map</a> shows routes around the closed pedestrian bridge. The map is available online as well as in the Digest and Zipmail. Flyers of the map will be available at student orientation and in campus buildings. Posters of the map will be posted along campus walkways.</p> <p>A suggestion was made to include the map on social media pages.</p>	

## DISCUSSION

CFO Mortimer reminded UC that both UC Budget and Finance and UC endorsed the FY20 Budgets prior to the Board's approval on June 12. CFO Mortimer also reminded UC that it endorsed the proposed FY20 General Fund, Auxiliary Funds, and Department Sales and Services Funds Budgets based upon numbers that were largely but not completely final at its meeting during May. At that time, CFO Mortimer offered to return to both UC Budget and Finance and UC once the Budgets were finalized and approved by the Board of Trustees to review the Budgets again. CFO Mortimer commented that he performed such a review with UC Budget and Finance earlier this summer.

CFO Mortimer reviewed the following documents:

- [UA Funds to Audited Financial Statements](#)
- [Board Approved General Fund FY20 Budget](#)
- [Board Approved Auxiliary Funds FY20 Budgets](#)
- [Board Approved Departmental Sales and Services Funds FY20 Budgets](#)

CFO Mortimer commented on and discussed the revenues and expenditures, and transfers. CFO Mortimer also commented on the use of reserves and the refinance initiative for General Fund debt service and the intentional deficit of the self-insurance fund. CFO fielded a couple of questions including whether he was open to doing a re-budget for FY20 should circumstances merit, much like what was done for FY19. CFO Mortimer responded in the affirmative.

CFO Mortimer also fielded a question about FY19 and commented that FY19 is closed and the financial reports are now being circulated among the respective functional employees for their reviews and those reviews should be completed within the next couple of weeks.

The company that provided health insurance benefits to students, Student Educational Benefit Trust (SEBT), abruptly went out of business in late December.

Insurance coverage is required for all international students and is an elective coverage for domestic students.

The following was a summary of the discussion:

- The Department of Purchasing requested quotes from insurance brokers for international students (660) and for domestic students (230)
- A broker was secured for the international students
- The quotes received for the domestic students were high (\$1,300 - \$1,400) because the number of students wanting coverage is low; many brokers declined to provide a quote
- They will continue to work with the markets to try to secure a plan for the domestic students
- The next update will be in November

A suggestion was made to have a UA representative talk to the Office of Affordable Care and be able to help domestic students navigate the system.

The following questions were raised:

	<ul style="list-style-type: none"> <li>• Since graduate students have employee IDs, can they get health coverage through the employee health care program?</li> <li>• Will UA provide financial assistance to students who have outstanding medical bills due to the bankruptcy?</li> </ul> <p>ZipAssist can provide emergency funds to help students overcome financial obstacles. More information is available at <a href="http://www.uakron.edu/zipassist">www.uakron.edu/zipassist</a>.</p> <p>Student Health Services can provide health care needs. More information is available at <a href="http://www.uakron.edu/healthservices">www.uakron.edu/healthservices</a>.</p>
4:00 – 4:10	<p style="text-align: center;"><b>COMMITTEE REPORTS</b></p> <p style="text-align: right;"><b>COMMITTEE CHAIRS</b></p>
DISCUSSION	<p><b>Budget and Finance:</b> No report.</p> <p><b>Communications:</b> No report.</p> <p><b>Information Technology:</b> No report.</p> <p><b>Institutional Advancement:</b> They are continuing to work on the Brightspace Scholarship Tool Kit and will plan an event for employees who work with scholarships when the tool kit is finished.</p> <p><b>Physical Environment:</b></p> <ul style="list-style-type: none"> <li>• They are working on the UC annual report</li> <li>• They approved a space allocation in Kolbe Hall for network services equipment</li> <li>• They discussed the closed pedestrian bridge</li> <li>• Per a discussion with the City of Akron Traffic Engineer, the intersection of Buchtel Avenue and Hill Street will become a three-way stop on Mon., Aug. 19.</li> </ul> <p><b>Recreation and Wellness:</b> They will bring forth informational items at future UC meetings.</p> <p><b>Student Engagement and Success:</b> They are working parallel to assist the student enrollment, retention and graduation Tiger Team.</p> <p><b>Talent Development and Human Resources:</b> No report.</p> <p><b>Ad hoc Awards Committee:</b> They discussed feedback of the award process. They asked if the ad hoc committee should be changed to a regular standing committee.</p> <p><b>Ad hoc Human Development Committee:</b> No report.</p> <p><b>Ad hoc Textbook Committee:</b> No report.</p>
4:10 – 4:10	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>PHIL ALLEN</b></p>
DISCUSSION	<p>There will be an election for vice chair and secretary at the Sept. 10 UC meeting.</p> <p>The meeting was adjourned at 4:10 p.m. by unanimous consent.</p>

# University Council

MINUTES

SEPTEMBER 10, 2019

3 – 3:35 PM

STUDENT UNION 312

<b>MEETING CALLED BY</b>	Ruth Nine-Duff, chair
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>PRESIDER</b>	Ruth Nine-Duff, chair
<b>NOTE TAKER</b>	Kim Haverkamp
<b>ATTENDEES</b>	<p><b>Member:</b> Phil Allen, Arnob Banik, Linda Barrett, Jared Brown, Ann Bruno, Jeanette Carson, Ed Evans, Tonia Ferrell, John Green, Marjorie Hartleben, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Chand Midha, Ruth Nine-Duff, Mark Okocha, Linda Saliga, Shiva Sastry, Isaiah Smith, Julia Spiker, Amanda Stefin, Shawn Stevens</p> <p><b>Absent with notice:</b> Katie Cerrone, Brittany Hartman, Kris Nakoneczny</p> <p><b>Absent without notice:</b> None</p> <p><b>Other attendees:</b> Taylor Bennington, Olivia Demas, Wayne Hill, Jolene Lane, John Messina, John Reilly, Joette Dignan Weir</p>
<b>Agenda topics:</b>	
3:00 – 3:02	CALL TO ORDER <span style="float: right;">RUTH NINE-DUFF</span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>The chair called the meeting to order and asked for additions or revisions to the agenda. There being none, the agenda was approved by unanimous consent.</li> <li>The chair asked for additions or corrections to the Aug. 13 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> <li>The Tiger Team developed strategies to improve persistence to sophomore year, degree completion and enrollment. Dr. Jarrod Tudor presented the recommendations to Faculty Senate. Faculty Senate submitted the recommendations to the president for review.</li> </ol>
3:02 – 3:07	EXECUTIVE COMMITTEE REPORT <span style="float: right;">RUTH NINE DUFF</span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>There will be an election today for vice chair and secretary. The terms for both positions will be two years.</li> <li>There was discussion about the ad hoc committees:             <ol style="list-style-type: none"> <li>A proposal is being developed to make the Awards Committee a permanent subcommittee of a standing committee; the UCEC will bring the proposal to the UC</li> <li>The Human Development committee will continue as an ad hoc committee</li> <li>The work of the Textbook Committee is complete</li> </ol> </li> <li>The UCEC is following up on outstanding topic submissions</li> <li>Standing Committees should send their meeting schedule and meeting minutes to Kim Haverkamp, <a href="mailto:kh1@uakron.edu">kh1@uakron.edu</a></li> </ol>

	<ol style="list-style-type: none"> <li>5. The UCEC is following up with constituent groups that have not submitted new members</li> <li>6. The in-depth report from the Physical Environment Committee has been moved to May because Steve Myers is attending the College of Business Administration Ribbon Cutting Ceremony</li> <li>7. The chair wants to keep the UC meetings to one hour; we hope to be able to send proposals that require a vote to Council members prior to the UC meeting</li> <li>8. The UC Satisfaction Survey Results will be reviewed by UCEC and then discussed with the UC</li> </ol>
3:07 – 3:17	<p style="text-align: center;"><b>PRESIDENT’S REMARKS</b></p> <p style="text-align: right;"><b>JOHN GREEN</b></p>
DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• Dr. Gary Miller was named the 18<sup>th</sup> president and will begin on Oct. 1. Interim President Green is grateful to everyone for their hard work to move the campus forward in an impressive way over the last 18 months, which resulted in good candidates for the presidential search. Interim President Green is working closely with President-elect Miller for a smooth transition.</li> <li>• According to the census, headcount is down 6.5% from the same time last year. The number of credit hours is also down, but slightly ahead of projections. However, we have one of the best entering freshman classes in terms of GPAs and test scores that we have seen as an institution. We will continue to work on enrollment in terms of recruitment and persistence.</li> <li>• Interim President Green is impressed with the Tiger Team report and thanked everyone who participated. The report will be shared with deans, chairs and school directors, who will be asked to consider the Tiger Team’s recommendations during the updates of 3-year action plans.</li> <li>• Dr. Green indicated 3-year action planning should commence this week. It is time to update the action plans that were developed last year. The process will begin with unit plans, then move to college plans and the University plan. Not only do we need to plan, but also implement the recommendations and be successful in our work as we move UA forward.</li> <li>• National searches will begin this fall for a chief academic officer and deans of the Buchtel College of Arts and Sciences, the College of Business Administration, the LeBron James Family Foundation College of Education and the College of Health Professions. Searches for 17 faculty hires are planned in areas with enrollment growth or potential for growth. The searches will be conducted in the current academic year with hires targeted to be in place by fall 2020. Staff hires are under discussion.</li> <li>• In March, there was a six-month “pause” in the campus wide discussion about a proposed partial reorganization of some academic units. Interim President Green is impressed by what has been accomplished. After consultation with President-elect Miller, any further discussion of reorganization will occur in connection with a new university strategic plan.</li> </ul>
3:17 – 3:20	<p style="text-align: center;"><b>CHIEF ACADEMIC OFFICER REMARKS</b></p> <p style="text-align: right;"><b>CHAND MIDHA</b></p>
DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• CAO Midha welcomed Mrs. Olivia Demas and Mr. Taylor Bennington, Board of Trustees, to the meeting</li> <li>• He extended a congratulations to Ruth Nine-Duff on her appointment as UC chair</li> <li>• The Council of Deans is continuing to discuss the workload policy</li> </ul>

	<ul style="list-style-type: none"> <li>• Our biggest challenge is enrollment decline; we are down 6.5% in head count and credit hours</li> <li>• He extended a congratulations to Wayne Hill, who was named Vice President and Chief of Staff in August</li> <li>• Retention figures for returning students is not yet available</li> </ul>	
3:20 – 3:25	OFFICER ELECTIONS	RUTH NINE-DUFF
DISCUSSION	<ol style="list-style-type: none"> <li>1. The chair asked for nomination for the position of vice chair and nominees made a statement of interest. <b>Julia Spiker was elected vice chair</b> by a secret ballot vote.  Election Results: <ul style="list-style-type: none"> <li>• Kris Kraft, 9</li> <li>• Julia Spiker, 11</li> </ul> </li> <li>2. The chair asked for nomination for the position of secretary. Tonia Ferrell was the only nominee and she made a statement of interest. <b>Tonia Ferrell was elected secretary</b> by unanimous consent.</li> </ol>	
3:25 – 3:33	COMMITTEE REPORTS	COMMITTEE CHAIRS
DISCUSSION	<p><b>Budget and Finance:</b> No report.</p> <p><b>Communications:</b> They elected officers and are working on revising their goals.</p> <p><b>Information Technology:</b> No report.</p> <p><b>Institutional Advancement:</b> There will be a launch event for the scholarship toolkit on Oct. 3 and 4 for employees who work with scholarships. The event will be held in InfoCision Stadium 203. This will be an annual event.</p> <p><b>Physical Environment:</b> No report.</p> <p><b>Recreation and Wellness:</b> They are working on proposals regarding immunizations and fitness (“Roo Fit”) that will be brought to the UC.</p> <p><b>Student Engagement and Success:</b> They held officer elections. They are waiting on a dean appointment. They look forward to receiving the Tiger Team report from Faculty Senate and acting on the recommendations. They will present an in-depth report at the Oct. UC meeting.</p> <p><b>Talent Development and Human Resources:</b> They are working on the employee discount topic submission. They need USG members.</p> <p><b>Ad hoc Awards Committee:</b> They are working on a proposal to make the ad hoc committee a permanent subcommittee.</p> <p><b>Ad hoc Human Development Committee:</b> No report.</p>	
3:33 – 3:35	NEW BUSINESS	RUTH NINE-DUFF
DISCUSSION	<p>VP Messina thanked everyone who participated in welcoming our new students to campus.</p> <p>The meeting was adjourned at 3:35 p.m. by unanimous consent.</p>	

# University Council

MINUTES

OCTOBER 8, 2019

3 – 4:10 PM

ZOOK HALL 108

<b>MEETING CALLED BY</b>	Ruth Nine-Duff, chair
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>PRESIDER</b>	Ruth Nine-Duff, chair
<b>NOTE TAKER</b>	Kim Haverkamp
<b>ATTENDEES</b>	<p><b>Member:</b> Phil Allen, Arnob Banik, Linda Barrett, Ann Bruno, Jeanette Carson, Ed Evans, Tonia Ferrell, Brittany Hartman, Kristine Kraft, Paul Levy, Gary Miller, Mary Jo MacCracken, Chand Midha, Kris Nakoneczny, Ruth Nine-Duff, Mark Okocha, Linda Saliga, Shiva Sastry, Tiffany Schmidt, Isaiah Smith, Julia Spiker, Amanda Stefin, Shawn Stevens</p> <p><b>Absent with notice:</b> Jared Brown, Katie Cerrone, Marjorie Hartleben  <b>Absent without notice:</b> None</p> <p><b>Standing Committee Members:</b> Steve Ash, Laura Conley, Greg Dieringer, Eli Eubanks, Amy Freels, Dorothy Guich, Sarah Han, Rachel Keay-McVay, Renee Murry, C.J. Peters, Abby Shiban, Sherry Simms, Eric Viegel</p> <p><b>Other attendees:</b> Andrew Adolph, Olivia Demas, Mike Dowling, John Green, Jolene Lane, John MacDonald, John Messina, Harvey Sterns, Joette Dignan Weir</p>
<b>Agenda topics:</b>	
3:00 – 3:05	CALL TO ORDER <span style="float: right;">RUTH NINE-DUFF</span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>The chair called the meeting to order, welcomed the standing committee members to the meeting and introduced Vice Chair Julia Spiker and Secretary Tonia Ferrell.</li> <li>The chair asked for additions or revisions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</li> <li>The chair asked for additions or corrections to the Sept. 10 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>
3:05 – 3:11	EXECUTIVE COMMITTEE REPORT <span style="float: right;">RUTH NINE DUFF</span>
<b>DISCUSSION</b>	<p>The chair reviewed the attached <a href="#">Sept. 24 UC Executive Committee minutes</a>. The following were discussed:</p> <ul style="list-style-type: none"> <li>CIO John Corby presented the attached <a href="#">report</a> regarding instructor-led and online technology training opportunities, university dashboards, Oracle Analytics and IT priorities. We will invite him to present at a UC meeting.</li> </ul>

	<ul style="list-style-type: none"> <li>• Emily Lenke, Human Resources, is the UA representative on the IUC Organizational Development and Training Directors Committee. She will keep UC updated on committee efforts.</li> <li>• A topic submission regarding speeding in and around Lot 6 and Vine Street was referred to the Physical Environment Committee.</li> <li>• The UCEC is asking standing committees to submit a written report (high-level summary) one week prior to UC meetings beginning in November. The reports will be distributed with the meeting notification and members will be able to ask questions during the UC meeting.</li> <li>• Annie Hanson Hillaire will discuss the Sesquicentennial Celebration at the Nov. 12 UC meeting. Tonia Ferrell and Phil Allen are the UC representatives on the Sesquicentennial Committee.</li> </ul>
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3:11 – 3:45	<b>PRESIDENT’S REMARKS</b>	<b>GARY MILLER</b>
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<b>DISCUSSION</b>	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• We are fortunate to have an engaged and well-connected Board of Trustees. President Miller introduced Trustees Olivia Demas, Mike Dowling and Andrew Adolph and asked UC members to introduce themselves because we will be working closely with them.</li> <li>• He is impressed and grateful for the forward-thinking work John Green did as interim president and he thanked him for his efforts.</li> <li>• He has reached out to some faculty in an effort to understand what he needs to know to make the institution successful. He invited UC members to communicate their thoughts as well.</li> <li>• He will ask the BOT to support a reorganization of the Office of Academic Affairs, including a search for Executive Vice President and Provost. <ul style="list-style-type: none"> <li>○ The reorganization will align UA with institutions of higher education in Ohio and across the country</li> <li>○ The positions of Chief Academic Officer and Chief Administrator Officer will be eliminated</li> <li>○ The search firm, Witt/Kieffer, will conduct a hybrid confidential search and the search committee will include members from the constituent groups; finalists will be brought to campus</li> <li>○ We anticipate that candidates will be identified by January 2020</li> <li>○ We have to work within the system that is in place during the transition; John Green will monitor the transition and help navigate challenges</li> </ul> </li> <li>• The dean searches will be delayed until an Executive Vice President and Provost is named.</li> <li>• A strategic plan will be developed for the next 3 – 5 years <ul style="list-style-type: none"> <li>○ The existing three-year action plans will provide the foundation and allow us to complete the strategic planning process by the end of spring semester, allowing us to deploy the plan for the start of our next academic year (FY 2021)</li> <li>○ The plan needs to emphasize our strengths and include a total enrollment strategy; we need to use data and analytics</li> <li>○ UC will be engaged from the beginning per its charge to “provide open lines of communication and inform university administration on matters of planning, policy and programs that are pertinent to the fulfillment of the university’s mission” (UC Bylaws: B, page 1)</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>The Sesquicentennial Celebration will begin in spring 2020. President Miller asked UC members to help build a narrative looking at UA like they have never seen it before and then determine what inspires them about UA and how they can help.</li> </ul>
3:45 – 3:25	<p style="text-align: center;"><b>CHIEF ACADEMIC OFFICER REMARKS</b></p> <p style="text-align: right;"><b>CHAND MIDHA</b></p>
DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>It is the 7<sup>th</sup> week of the semester, please pay attention to the needs of our students (i.e., grades, financial, family, mental health) and help them find the assistance they may need.</li> <li>This is Homecoming and Family Weekend; the Homecoming game is on Saturday, Oct. 12 at 3:30 p.m. against archrival Kent State.</li> <li>Flu shot clinics are ongoing.</li> <li>House Bill 2 will provide reimbursement to eligible individuals to pay for the costs of training to earn a microcredential. Employers will work with universities and community colleges on the necessary credentials to build a stronger workforce.</li> <li>The State is considering adding post-graduation employment as a variable when allocating State Share of Instruction subsidy. This variable would include post-graduation employment, graduate degree to job placement, employment in Ohio and placement in high demand jobs. A taskforce has been established to complete a study in FY 2020 with possible implementation in FY 2022.</li> </ul>
3:55 – 4:02	<p style="text-align: center;"><b>IN-DEPTH REPORT – STUDENT ENGAGEMENT AND SUCCESS</b></p> <p style="text-align: right;"><b>RUTH NINE-DUFF</b></p>
DISCUSSION	<p>John Messina, appointed administrator, presented the attached PowerPoint about <a href="#">committee goals</a> and the following were discussed:</p> <ul style="list-style-type: none"> <li>ITL High Impact Teaching (HIT) Series <ul style="list-style-type: none"> <li>Faculty from across campus demonstrate new assignments, techniques and applications that have had a positive impact on their teaching</li> <li>Sessions are held monthly from Oct. – Apr.</li> </ul> </li> <li>Early Enrollment <ul style="list-style-type: none"> <li>Encourage students to enroll earlier allowing Register’s Office to plan courses effectively</li> <li>Look at how the billing process affects course registration</li> </ul> </li> <li>Revive First Year Experience Team <ul style="list-style-type: none"> <li>Consolidate efforts across campus that address issues for first-year students and improve retention and graduation rates</li> </ul> </li> </ul>
4:02 – 4:10	<p style="text-align: center;"><b>COMMITTEE REPORTS</b></p> <p style="text-align: right;"><b>COMMITTEE CHAIRS</b></p>
DISCUSSION	<p><b>Budget and Finance:</b> They have finalized their goals, which include supporting the budget process and three-year action planning.</p> <p><b>Communications:</b> They are finalizing their goals, working with ZipAssist and getting involved in the Sesquicentennial Celebration.</p> <p><b>Information Technology:</b> They are working on their goals.</p>

	<p><b>Institutional Advancement:</b> They successfully launched the Scholarship Tool Kit last week. They will start discussions around alumni affairs.</p> <p><b>Physical Environment:</b> They held officer elections, updated their goals and approved a space allocation in Olin Hall for the Bliss Institute.</p> <p><b>Recreation and Wellness:</b> They are continuing to work on proposals regarding immunizations and fitness (“Roo Fit”) that will be brought to the UC.</p> <p><b>Talent Development and Human Resources:</b> They held officer elections and are working on their goals.</p> <p><b>Ad hoc Awards Committee:</b> No report.</p> <p><b>Ad hoc Human Development Committee:</b> They are continuing to work with the City of Akron on the Age Friendly Cities and Communities. They will also look at human development issues on campus, including child care.</p>
4:10 – 4:10	<p style="text-align: center;">NEW BUSINESS</p> <p style="text-align: right;">RUTH NINE-DUFF</p>
DISCUSSION	The meeting was adjourned at 4:10 p.m. by unanimous consent.

# University Council

MINUTES

NOVEMBER 12, 2019

3 – 4:15 PM

STUDENT UNION 312

<b>MEETING CALLED BY</b>	Ruth Nine-Duff, chair
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>PRESIDER</b>	Ruth Nine-Duff, chair
<b>NOTE TAKER</b>	Kim Haverkamp
<b>ATTENDEES</b>	<p><b>Member:</b> Phil Allen, Linda Barrett, Jared Brown, Ann Bruno, Jeanette Carson, Ed Evans, Tonia Ferrell, Marjorie Hartleben, Brittany Hartman, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Kris Nakoneczny, Ruth Nine-Duff, Mark Okocha, Dane Quinn, Linda Saliga, Shiva Sastry, Tiffany Schmidt, Julia Spiker, Amanda Stefin, Shawn Stevens, Joe Urgo</p> <p><b>Absent with notice:</b> Arnob Banik, Katie Cerrone, Gary Miller, Isaiah Smith  <b>Absent without notice:</b> None</p> <p><b>Other attendees:</b> Andrew Adolph, Celeste Cook, Mike Dowling, Annie Hanson-Hillaire, Jolene Lane, John MacDonald, John Messina, Nathan Mortimer, John Roncone, Harvey Sterns, Eric Veigel, Joette Dignan Weir</p>
<b>Agenda topics:</b>	
<b>3:00 – 3:03</b>	<b>CALL TO ORDER</b> <span style="float: right;"><b>RUTH NINE-DUFF</b></span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>The chair called the meeting to order and asked for additions or revisions to the agenda. President Miller was unable to attend. The agenda was approved as revised by unanimous consent.</li> <li>The chair asked for additions or corrections to the Oct. 8 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>
<b>3:03 – 3:10</b>	<b>EXECUTIVE COMMITTEE REPORT</b> <span style="float: right;"><b>RUTH NINE DUFF</b></span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>Student Healthcare Insurance: Matt Beavan received a quote for the domestic students beginning January 1. He is reviewing the quote with the broker and will provide UC with an update soon.</li> <li>Leave Bank: 1,608 hours were donated to the leave bank when it began in July. The open enrollment period for donations closed on Nov. 10.</li> <li>Phil Allen will replace Harvey Sterns on the Sesquicentennial Steering Committee as a UC representative. Harvey Sterns will continue on the Steering Committee as chair of the Academic Excellence Committee.</li> </ol>

	<p>4. The attached <a href="#">UC Satisfaction Survey results</a> are posted on the UC website. The UCEC reviewed the results and the following will be implemented:</p> <ul style="list-style-type: none"> <li>• A link will be added to the UC website to allow continuous feedback/suggestions for improvement</li> <li>• An orientation will be developed for the September UC meeting</li> <li>• Guest speakers will be invited to meetings for informative discussions. The following suggestions were made: <ul style="list-style-type: none"> <li>○ Robyn Brown, International Center</li> <li>○ Kim Cole, Advancement</li> <li>○ Ali Doehring, ZipAssist</li> <li>○ Bill Krauss, Enrollment Management</li> <li>○ Rex Ramsier, HLC/other</li> <li>○ Larry Williams, Athletics</li> <li>○ Adult Focus</li> <li>○ EXL Center</li> </ul> </li> </ul> <p>5. Committee annual reports and goals are posted on the UC website.</p>
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3:10 – 3:20	PROVOST’S REMARKS	JOE URGO
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DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• Dr. Urgo and his wife Lesley moved to Akron, her hometown, a year ago for retirement. Dr. Urgo worked with Dr. Miller at the University of Mississippi.</li> <li>• Dr. Urgo discussed his academic background, see attached <a href="#">biography</a> and <a href="#">vita</a> located on the OAA website.</li> <li>• All universities are facing the same problems, but one must understand the local situation before a solution can be found. Dr. Miller is starting with the strategic planning process.</li> <li>• His three high-level goals are: <ul style="list-style-type: none"> <li>○ Restore the pleasure of and confidence in shared governance</li> <li>○ Restore a high-functioning Provost Office – the main function is faculty advocacy and the office should be a source of advice, counsel, direction, support and opportunity</li> <li>○ Support the development of a Strategic Plan that defines UA as a: <ul style="list-style-type: none"> <li>▪ Research University – great implications for faculty careers and pedagogy</li> <li>▪ Urban University – be a school of opportunity and inclusion, not selectivity</li> </ul> </li> </ul> </li> </ul>
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3:20 – 3:40	SESQUICENTENNIAL CELEBRATION	ANNIE HANSON-HILLAIRE
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DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• Annie thanked the UC members who are serving on the Sesquicentennial Steering Committee and working committees</li> <li>• This is a campus celebration of the 150<sup>th</sup> anniversary of UA’s founding, our strong foundation and traditions and the success of our faculty, staff and students</li> <li>• The celebration will begin in late spring 2020 and run through spring 2021</li> <li>• The following working groups have been created: <ul style="list-style-type: none"> <li>○ <b>Academic Excellence:</b> Develop ways for colleges to tell their stories; organize a parade of colleges in April 2020 Chair: Harvey Sterns, <a href="mailto:hsterns@uakron.edu">hsterns@uakron.edu</a></li> <li>○ <b>Marketing and Branding:</b> Develop consistent messaging and determine ways to feel the celebration across campus Chair: Sarah Steidl, <a href="mailto:sarah45@uakron.edu">sarah45@uakron.edu</a></li> </ul> </li> </ul>
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**University Council Committee Reports**  
**November 12, 2019**

**Budget and Finance:** The committee met once since the last UC meeting. One regular meeting was cancelled because several people on the committee were traveling or committed to other meetings.

The **annual goals for the UCBF team in the 2019-20 year** are:

1. Review and support budget FY 2021 planning process.
2. Track and Analyze the financial impact over most recent three years, i.e., revenue and expenditure changes, of recent policy changes:
  - a. Reduction in Summer Teaching Budget (Requested by Chairs) \*  
(UCBF discussion lead Dr. Mike Cheung)
  - b. Requiring \$1 AY salary for \$2 Summer Salary in research grants (Requested by faculty)  
(UCBF discussion lead Dr. Shiva Sastry) \*
  - c. Reduction in Financial Support for Graduate Students \*  
(UCBF discussion leads Mr. Suresh Narute & Mr. Paanii Robertson-Laryee)
  - d. Reduction in Academic Programs (Requested by Chairs)
  - e. Addition \$5000 tuition for research students supported on grants (Requested by faculty)
  - f. IDC Policy
3. **Athletics target of \$8 M to be offset from General Fund in 3 years.** The University Council Budget and Finance endorsed the proposed FY20 General Fund, Auxiliaries, and Sales budgets with some reservation based upon the changes made up to that point by Athletics. After extensive discussions in 2018 and 2019, the committee was pleased to note the recommendation to offset \$8 Million from the General Fund for Athletics. Based on the changes made by Athletics thus far, the committee is concerned about how the 3-year target of an \$8M offset from the General Fund will be accomplished. Therefore, the committee will continue to examine how we can support Athletics in meeting target reductions and support the General Fund for the good of the university.

**Notes:**

- UCBF invites feedback from the UC and the campus community on topics that the UCBF should discuss and examine.
- Three goals above, i.e., 2.a, 2.b and 2.c, have been determined as “urgent” for review. Discussion leads assigned to each item will collect the necessary information and ensure a fair and timely discussion in the committee.
- All recommendations of the UCBF will be forwarded to the UC per the bylaws.

**Communications:** The Communications committee has not met since the last UC meeting. Next Meeting: Tuesday, Nov. 12, 2019 1:00 p.m.

- Meeting with UCM to discuss current marketing trends/analytics
- Solidified Current Goals 19-20
  - Continue to seek and recommend ways to improve UA student communication & conversations at the University of Akron, specifically in the domain of student-centered culture.
  - Continue to build on the awareness from last year to help ZipAssist communicate to students in need.
  - In light of forthcoming consultant suggestions regarding the branding recommendations, the standing committee will identify ways to contribute to the strategic implementation.
  - Contribute to the Sesquicentennial Committee by providing strategic communication and outreach.
  - Continue a review of internal communication practices to provide future recommendations.

**Information Technology:** The Information Technology committee met on October 11, 2019, to set goals for the academic year. The goals for the year are:

- Make recommendations about identity management and access to campus systems for user accounts of different definitions (e.g., retirees, visiting researchers).
- Investigate the feasibility of using VOIP to replace phones on campus.
- Investigate the feasibility of adopting a cloud ERP as replacement for PeopleSoft.
- Explore issues regarding network space/storage, including the relationship with UA's official retention policy, and draft recommended guidelines.

**Institutional Advancement** met on Friday, November 1, 2019 to begin discussion on the below set goals for 2019/2020.

- Study the guidelines and processes of keeping UA alumni contact information current and complete.
- Study the procedures of how UA alumni are contacted by the university.
- Review peer institutions' best practices for maintaining alumni contract information.

Willy Kollman, VP Alumni Association gave an overview about UA's alumni department. Willy shared alumni events that have taken place in the past as well as the turnout numbers for these events. The goal for growing alumni database, and the success of events that will take place in the future.

Institutional Advancement is going to begin work at our next meeting on looking at shadow-database and developing a policy for maintaining, updating & sharing alumni information.

Our next meeting will be on December 6, 2019.

**Physical Environment:** Meeting was held on October 17, 2019 and consisted of the following:

- The committee's membership is now full for the new academic year
- Discussion was held on the topic of speeding in lot 6, submitted via Issue Brief. The membership agreed that the most expedient and cost-effective solution would be to re-install speed bumps along the parking lanes on the north and west sides of InfoCision Stadium.
- Coach Dennis Mitchell of Track & Field e-mailed a copy of the "Back on Track" fundraising initiative for our review/endorsement. Discussion was held and we learned that the existing facility is not designed on the current metric standard in addition to the surface condition being unsafe for usage. This renders the facility unsuitable for practices as well as hosting events. The committee voted in support of this initiative provided that the project is donor funded and not supported through the General Fund, similar to the baseball field replacement.
- USG representatives inquired about recycling efforts as well as mentioning the desire to sponsor new bottle filling water coolers. Installation costs will be reviewed and shared at our next meeting.
- Stephen Myers presented general project updates including the opening of the Sumner Street bridge for pedestrian traffic, the completion of the Kolbe Hall elevator, the completion of half of the Bierce elevator replacement, and the demolition of Gallucci Hall. A new pollinator garden will be a part of the site restoration in the Spring. EJ Thomas has new LED lighting in the lobby spaces. Auburn Science elevator project, IT cabling, Baseball field replacement, Computer Center Roof are all in progress. Guzzetta Hall's roof replacement is almost complete.
- Future meeting dates were set through the beginning of the Spring semester.

**Recreation and Wellness:** The UC-Recreation & Wellness Committee consists of 11 members appointed by various constituent groups. The Committee met on September 10 and October 8 and 22nd. The Committee has identified its goals and objectives for the academic year (submitted earlier in semester) as well as since July, has been diligently working on a pilot wellness program to launch in early spring 2020 semester, "RooFit to Get Fit...Just Roo It!" In brief, the purpose of this wellness initiative is to engage in healthy behaviors with colleagues on campus (main & Wayne campuses) while having competitive fun and camaraderie. Three main aspects of the program will include: 1) physical activity, 2) consumption of fruits and vegetables, and 3) water consumption. Details will be forthcoming. John M., Kris K., and John R. will be providing a briefing to the UC on Tuesday, November 12.

**Student Engagement and Success:** The committee finalized the following goals for the coming year.

1. Align efforts with the Tiger Team and other functions on campus to provide recommendations on best practices for student success and engagement.
2. Contribute to the continuation of the ITL HIT series.
3. Collect information about the needs and desires of the graduate study body regarding building community within the graduate school.

**Talent Development and Human Resources:** The committee met on October 15.

- Employee Discount topic submission. C.J. Peters had researched and shared information from Best Benefits Club (BBC). This organization appears to provide discounts at both local and national levels at no cost to the institution. Dean Peters noted that this organization is listed under Kent State University's (KSU) benefits page. He offered to follow-up with (KSU) representatives for any feedback and/or opinion. It will also be necessary to follow-up with our Purchasing and General Counsel departments to see if this might create conflict with our current vendor arrangements. From there, the UC-TD/HR should consider making a recommendation to join and place the (BBC) link on UA's employee benefit's site.
- Workplace bullying/harassment policy topic submission. The members would like to request a status update from Sarah Kelly.
- Goals were set:
  1. Workplace Bullying/Harassment Policy
  2. Employee Discounts
  3. New topic submissions as advised.

**Awards (ad hoc):** The committee met on June 19.

- The committee needs more members
- Process needs to be more systematic
- The committee needs to be able to identify chairs early and define tasks
- We need more judges and a consistent rubric for all to use
- Should the nominations be redacted?
- Committee decided we will not send letters to non-recipients this year
- Should there be multiple award recipients in a single category?
- Should there be a special invitation to attend awards ceremony for committee members?

**Human Development (ad hoc):** Committee met on October 15. The committee supported continuing with current leadership.

Goals for the coming year:

1. To explore childcare availability for students and staff both as support for class attendance and work, as well as, training opportunities for our students.
2. To continue our involvement in the Age-Friendly University (AFU) Global Network. The Age-Friendly University (AFU) network consists of institutions of higher education around the globe who have endorsed the 10 AFU principles and committed themselves to becoming more age-friendly in their programs and policies.
3. To co-sponsor and provide research support to Age Friendly Akron –part of the WHO AARP Network of Age Friendly Cities and Communities. Age-Friendly Akron is a five-year partnership between the city, AARP, Direction Home Akron Canton, the University of Akron and the city's Senior Citizens Commission to make Akron more livable for residents of all ages.
4. To promote Academic Programs related to Human Development.

The Institute for Life-Span Development and Gerontology and The Bliss Institute are working together to provide leadership and research support to Age Friendly Akron. A brief summary of an initial survey has already been completed. Adult Focus has again successfully coordinated the 60plus program registration and continues to support our adult and older adult students.

# University Council

MINUTES

DECEMBER 3, 2019

3 – 3:50 PM

STUDENT UNION 312

MEETING CALLED BY	Ruth Nine-Duff, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Ruth Nine-Duff, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	<p><b>Member:</b> Phil Allen, Arnob Banik, Linda Barrett, Jared Brown, Ann Bruno, Ed Evans, Tonia Ferrell, Marjorie Hartleben, Brittany Hartman, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Gary Miller, Ruth Nine-Duff, Mark Okocha, Dane Quinn, Linda Saliga, Shiva Sastry, Julia Spiker, Shawn Stevens, Joe Urgo</p> <p><b>Absent with notice:</b> Jeanette Carson, Katie Cerrone, Kris Nakoneczny, Isaiah Smith, Amanda Stefin</p> <p><b>Absent without notice:</b> None</p> <p><b>Other attendees:</b> Andrew Adolph, Taylor Bennington, Cristine Boyd, Kim Cole, Mike Dowling, Steve Kaufman, Willy Kollman, John MacDonald, John Reilly</p>
Agenda topics:	
3:00 – 3:03	CALL TO ORDER <span style="float: right;">RUTH NINE-DUFF</span>
DISCUSSION	<ol style="list-style-type: none"> <li>The chair called the meeting to order and asked for additions or revisions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</li> <li>The chair asked for additions or corrections to the Nov. 11 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>
3:03 – 3:07	EXECUTIVE COMMITTEE REPORT <span style="float: right;">RUTH NINE DUFF</span>
DISCUSSION	The chair reviewed the attached <a href="#">November 26 UC Executive Committee minutes</a> .
3:10 – 3:20	PRESIDENT'S REMARKS <span style="float: right;">GARY MILLER</span>
DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>He recognized the Board members in attendance: Mike Dowling, Andrew Adolph and Taylor Bennington</li> <li>He thanked UC members for their great work and service on the UC</li> <li>He concluded formal meetings with faculty before the Thanksgiving holiday and will begin meeting with non-academic units, which should be completed in January</li> <li>He will continue to meet individual faculty, staff and contract professionals by phone or in person <ul style="list-style-type: none"> <li>If you would like to schedule a meeting, call Linda Malachin at x7869</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• The strategic planning effort is underway and the UCEC is assembling strategic themes and priorities from the three-year action plans <ul style="list-style-type: none"> <li>○ It is anticipated that campus conversations about strategic themes will begin in February</li> </ul> </li> <li>• Continuing to look at our models, financial, administrative and other, to move us forward</li> <li>• He wished everyone a happy holiday season with family and friends</li> <li>• He wished the students good luck on their exams</li> </ul>
3:12 – 3:20	<p style="text-align: center;"><b>PROVOST’S REMARKS</b></p> <p style="text-align: right;"><b>JOE URGO</b></p>
<b>DISCUSSION</b>	<p>The following was discussed about student success:</p> <ul style="list-style-type: none"> <li>• There has been a paradigm shift in how we educate undergraduate students and we must learn how to help those who are academically behind; this process can take a while to move through the many layers of the institution</li> <li>• Faculty Senate passed a grading policy that will help students shed the previous performance that is no longer relevant (instead of averaging grades together)</li> <li>• Many institutions have administrative or procedural rules in place that work counter to the best interests of their students. He provided some examples from other universities.</li> <li>• He asked UC members to let him know if you see practices that inhibit students’ progress or ways we can improve student success; students should feel supported by us</li> </ul>
3:30 – 3:44	<p style="text-align: center;"><b>INSTITUTIONAL ADVANCEMENT IN-DEPTH REPORT</b></p> <p style="text-align: right;"><b>JULIA SPIKER STEVE KAUFMAN WILLY KOLLMAN</b></p>
<b>DISCUSSION</b>	<p>Julia Spiker, chair, and Steve Kaufman, vice chair, discussed the attached <a href="#">presentation</a> and the following were discussed:</p> <ul style="list-style-type: none"> <li>• The committee appreciates the participation of the USG and GSG members</li> <li>• The committee created the UA Scholarship Toolkit, which is an ongoing, online resource of best practices, FAQs, templates, discussion groups, etc. <ul style="list-style-type: none"> <li>○ Information was collected from and shared with individuals across campus who work with scholarships</li> <li>○ The toolkit is located on Brightspace</li> <li>○ If you know someone who would benefit from the toolkit, please contact Steve Kaufman, <a href="mailto:skaufman@uakron.edu">skaufman@uakron.edu</a></li> <li>○ Julia thanked Steve for his dedication to this project</li> </ul> </li> <li>• This year’s goals will focus on Alumni Affairs <ul style="list-style-type: none"> <li>○ Study the guidelines and processes of keeping UA alumni contact information current and complete</li> <li>○ Study the procedures of how UA alumni are contacted by the university</li> <li>○ Review peer institutions’ best practices for maintaining alumni contact information</li> </ul> </li> </ul> <p>Willy Kollman, Assistant Vice President for Alumni Relations discussed the attached <a href="#">presentation</a> about the Office of Alumni Relations and the following were discussed.</p> <ul style="list-style-type: none"> <li>• Alumni Association branding</li> <li>• UA alumni are willing to volunteer their time to help colleges/units and the Alumni Association is receiving more requests than ever before</li> </ul>

	<ul style="list-style-type: none"> <li>• There needs to be quality control of alumni data <ul style="list-style-type: none"> <li>○ Colleges/units keep and use outdated information</li> <li>○ Alumni do not receive information if they do not update their contact information</li> <li>○ The Institutional Advancement Committee will work with colleges/units to get accurate information and will develop a policy for alumni data</li> </ul> </li> <li>• Ways we engage UA alumni</li> </ul>
3:44 – 3:48	UNFINISHED BUSINESS <span style="float: right;">TONIA FERRELL</span>
DISCUSSION	<p>Secretary Ferrell discussed the attached <a href="#">revisions to the UC Bylaws Proposal</a> to change the ad hoc Awards Committee to a Special Committee on Awards and Recognition that was presented at the Nov. 12 UC meeting.</p> <p><b>The UC Bylaws Proposal passed</b> by a secret ballot vote of 17 in favor and 1 opposed.</p>
3:48 – 3:50	COMMITTEE REPORTS <span style="float: right;">RUTH NINE-DUFF</span>
DISCUSSION	<p>The attached <a href="#">committee reports</a> were submitted for UC review prior to the meeting.</p> <p>There was a question about when the new scanning software will be available. Linda Barrett, IT Committee Chair, will inform UC of the timeline for implementation.</p>
3:50 – 3:50	NEW BUSINESS <span style="float: right;">RUTH NINE-DUFF</span>
DISCUSSION	The meeting was adjourned at 3:50 p.m. by unanimous consent.

**University Council Committee Reports**  
**December 3, 2019**

**Budget and Finance:** The team is working on the top-three topics outlined in the Annual Goals. There is a meeting scheduled with Provost Urgo for a small group to discuss Summer Teaching issue on 12/12/2019.

**Communications:** The Communications committee met on November 12<sup>th</sup>. We had two guests at the meeting. Annie Hanson discussed the work done thus far with the Sesquicentennial Celebration and how our committee could aid in marketing it to our respective constituencies. We also heard from Steve Sedlock and the last time the university did an analysis on communications channels to both faculty/staff and students and what was received best. If a new survey is to go out in the near future, how we can best help with the project.

**Information Technology:** The Information Technology committee met on November 8, 2019. We discussed progress on our goals for the academic year. Included was a discussion on how VOIP could be used to replace current telephones and what would be involved in choosing to move to a cloud ERP to replace the local PeopleSoft system we currently use, and some of the factors that will need to be weighed in making a decision to switch.

**Institutional Advancement:** The committee is preparing for the UC in-depth report on December 3. The committee's next meeting will be December 6.

**Physical Environment:** PEC last met on November 21, 2019 and discussed the following items:

- Discussion was held on a Topic Submission regarding the pedestrian crosswalk(s) at Hill St./University Ave. This area was previously mentioned to the City of Akron Traffic Engineer's Office and we should expect to see painting of the existing crosswalks at a minimum. Redesign of traffic flow falls under the City's jurisdiction and we will forward the concerns about this location to our contact, Mike Lupica.
- USG and GSG representatives brought several topics for discussion including campus lighting, emergency telephones, and general information on campus safety. A "Safety Walk" was being held the evening of our meeting and the committee asked USG reps to report back next month with findings/concerns. Interesting points were raised on how students such as transfers or graduates are being familiarized with campus safety protocol or contact information.
- USG inquired about posting policies in campus buildings. This seems to vary widely by building and department however building coordinators in cooperation with building administrators generally oversee individualized rules/areas where information is posted.
- Capital Planning's updates from Stephen Myers included: West Campus Parking deck is nearly complete, Sumner St. Bridge railings to be installed, Bierce and ASEC elevator projects to be completed around Mid-December, IT infrastructure project is ongoing with updates on schedules being posted in E-mail Digest, Baseball Field is nearly complete, Vault project phase I is being finished on Carroll St and fence will be removed soon. Phase II will be in the center of campus beginning next March.

**Recreation & Wellness:** The UC-Recreation & Wellness Committee consists of 11 members appointed by various constituent groups. The last meeting the Committee had was on November 12, 11am in the SRWC Conference Room. The Committee has identified its goals and objectives for the academic year and reviewed these goals again to check on status. Since July, the Committee has been diligently working on a pilot wellness program to launch in early spring 2020 semester, “RooFit to Get Fit...Just Roo It!” In brief, the purpose of this wellness initiative is to engage in healthy behaviors with colleagues on campus (main & Wayne campuses) while having competitive fun and camaraderie. Three main aspects of the program will include: 1) physical activity, 2) consumption of fruits and vegetables, and 3) water consumption. Details will be forthcoming as the spring semester begins. Two Kick-Off events will be held on main campus (Jan. 24, 9am, Student Union, Room 335) and on Wayne campus (Jan. 24, 11am, C-205). John Roncone, John MacDonald, and Kris Kraft presented the pilot program to the UC on Nov. 12, 3pm, and the program was supported by the voting UC members (18 yes; 0 no).

**Student Engagement and Success:** The Student Engagement and Success Committee met on November 7<sup>th</sup>, 2019. There were two main points of discussion. First, we discussed issues facing graduate students of the University of Akron, and potential methods to collect concrete data on these issues. Second, we began our review of the Tiger Team report. We intend to narrow our focus onto 3-5 pertinent issues of the Tiger Team report, and we will use these to make policy recommendations.

**Talent Development and Human Resources:** The Committee met on November 19, 2019.

- The Pedestrian Crosswalk (University Avenue and Hill Street) topic submission was received by UC and forwarded to the UC Physical Environment Committee for consideration.
- Chair MacCracken shared a copy of the Anti HIB Webinars request letter from Cleveland State University inviting interested educators to participate in a one-hour webinar regarding prevention topics such as bullying.
- The members revisited the Succession Planning Report that was created by the UC-TD/HR committee back in February 2015 and March 2017. The members will review the report and, if needed, will table for discussion on a later date.
- The committee will work to determine what days/times of the week will work best for our spring semester meetings.

**Awards (ad hoc):**

**Human Development (ad hoc):**