

# University Council Executive Committee

MINUTES

MARCH 22, 2022

3:32-4:30 PM

MICROSOFT TEAMS

<b>MEETING CALLED BY</b>	Tonia Ferrell
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>PRESIDER</b>	Tonia Ferrell
<b>NOTE TAKER</b>	Heather Loughney
<b>ATTENDEES</b>	<p><b>Attendees:</b> Jeanette Carson, Tonia Ferrell, Marjorie Hartleben, Courtney Johnson-Benson, Kris Kraft, John Wiencek</p> <p><b>Absent with notice:</b> Grace Kasunic</p> <p><b>Absent without notice:</b> Ed Evans, Katelyn Frey</p>
<b>Agenda topics:</b>	
	<p><b>CALL TO ORDER</b> <span style="float: right;"><b>TONIA FERRELL</b></span></p>
	<ol style="list-style-type: none"> <li>The chair called the meeting to order. Addition to New Business – update on topic submission form. Amended agenda approved.</li> <li>The minutes of the February 22, 2022 meeting were approved without dissent.</li> </ol>
	<p><b>TOPIC SUBMISSIONS</b> <span style="float: right;"><b>TONIA FERRELL</b></span></p>
	<p>The chair asked for discussion on recently posted topic submissions:</p> <ul style="list-style-type: none"> <li>Talking Points to Board Members – refer to Communications Committee.</li> <li>Request on training becoming mandatory from Dallas Grundy; discussions on what repercussions would be for not completing training. Administration would like UC to review this idea and come up with ideas for repercussions for not completing. Dallas will complete policy when this is decided.</li> </ul> <p>Discussion:</p> <ul style="list-style-type: none"> <li>-those in health field are already taking the training for clinicals, etc. is there a way to be exempted from this?</li> <li>-should PT faculty be exempt from this?</li> <li>-many may not realize that they are required to take training. Many unfamiliar with Brightspace. Wendy Lampner has been made aware of ideas to create reminders and to receive badges when finished with training.</li> <li>-attach to performance evaluations, put in personnel information for supervisors.</li> <li>-Title IX associated personnel have already had extensive training, should they have to take it again?</li> <li>-supervisors need to be alerted when team members have not completed training.</li> </ul>

	<p>-email of completion needs to generate.</p> <p>-could tie completion to merit</p> <p>-do not communicate with campus community why training needs to be done, should do that.</p> <p>-tie to possible raises, give time off to those who complete, perhaps reduce holiday break for those who do not complete.</p> <p>-make an easy to find section of Brightspace that shows status of training.</p> <p>-put together these ideas and pass on to Dallas.</p>
<p><b>UNFINISHED BUSINESS</b> <span style="float: right;"><b>TONIA FERRELL</b></span></p>	
	<ul style="list-style-type: none"> <li>• Bylaws – last revisions with Tonia, waiting for approval from Ed before sending to John Reilly. Hope to have for the April agenda.</li> <li>• UC Orientation – committee has not met.</li> </ul>
<p><b>NEW BUSINESS</b> <span style="float: right;"><b>TONIA FERRELL</b></span></p>	
	<ul style="list-style-type: none"> <li>• Guest speaker for future meeting – Matt Wyszyski from Honors.</li> <li>• Food truck event went very well with 300 served and Swensons said they made over \$3,000. Discussion of creating process to monitor food truck requests across campus. Heather to look into requirements of Aramark contract.</li> </ul>