

# University Council Executive Committee

MINUTES

SEPTEMBER 24, 2019

2:30 – 3:30 PM

LEIGH HALL 413

<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>Attendees:</b> Phil Allen, Jeanette Carson, Tonia Ferrell, Chand Midha, Ruth Nine-Duff, Mark Okocha, Linda Saliga, Julia Spiker, Amanda Stefin, Harvey Sterns</p> <p><b>Absent with notice:</b> Marjorie Hartleben</p> <p><b>Absent without notice:</b> None</p>	
<b>Agenda topics:</b>		
2:30 – 2:35	<b>CALL TO ORDER</b>	<b>RUTH NINE-DUFF</b>
<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 asked for additions or correction to the August 27 Executive Committee minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>	
2:35 – 3:00	<b>TECHNOLOGY TRAINING/ PEOPLESOFT UPDATE</b>	<b>JOHN CORBY</b>
<b>DISCUSSION</b>	<p>John Corby discussed the attached <a href="#">report</a> regarding technology training opportunities, university dashboards, Oracle Analytics and IT priorities.</p> <p>The following were discussed:</p> <ul style="list-style-type: none"> <li>An IT Trainer was hired in April (IT Training Team was cut in 2015)</li> <li>They are currently working on instructor-led and on-demand training opportunities; new technologies will be a priority</li> <li>Since IT is the only area on campus with a dedicated training staff, they have assisted other areas like Human Resources to develop on-demand training (e.g., P Card Training and Search Committee Training)</li> <li>Departments will be responsible for converting reports to new technologies; IT will provide instructor-led training</li> <li>Microsoft will offer on-demand trainings at no cost to faculty and staff</li> <li>The end date for PeopleSoft is 2029; it will take several years to migrate to a new system</li> <li>UA is migrating from Nolijweb to Perceptive Content for electronic document storage in late 2019</li> </ul>	

	<ul style="list-style-type: none"> <li>• Microsoft will pilot LinkedIn Learning for the academic year; it may replace Atomic Learning after the pilot <ul style="list-style-type: none"> <li>○ It will provide training on a broad set of skills, including leadership, project management, business software, and technology</li> <li>○ It will be available to all faculty, staff and students</li> <li>○ It will launch in October</li> </ul> </li> </ul> <p>The following suggestions were made regarding PeopleSoft training:</p> <ul style="list-style-type: none"> <li>• Provide whole-suite training for new employees</li> <li>• Provide training when PeopleSoft is updated</li> <li>• Require employees to be retrained every four years</li> </ul> <p>The UCEC will invite John Corby to present at a future UC meeting.</p>
3:00 – 3:25	<p style="text-align: center;"><b>UNFINISHED BUSINESS</b></p> <p style="text-align: right;"><b>RUTH NINE-DUFF</b></p>
DISCUSSION	<ol style="list-style-type: none"> <li>1. The UA representative on the IUC Organizational Development and Training Directors Committee is not attending the meetings. Find out why we are not participating.</li> <li>2. The UCEC reviewed draft Bylaws language to establish the ad-hoc Awards Committee as a permanent subcommittee or working group. The committee is responsible for overseeing the nomination and selection process for the University Achievement Awards. It is not advantageous for the committee to follow the standing committee membership structure outlined in the Bylaws because the number of people needed to review nominations varies depending on the number of nominations received. <p>There was a suggestion to make the Awards Committee a special committee of the UC Executive Committee. The committee will continue discussion at the Oct. UCEC meeting.</p> </li> <li>3. The Campus-wide UC Satisfaction Survey will be discussed at the Oct. UCEC meeting.</li> </ol>
3:25 – 3:30	<p style="text-align: center;"><b>TOPIC SUBMISSIONS</b></p> <p style="text-align: right;"><b>RUTH NINE-DUFF</b></p>
DISCUSSION	<p>Speeding in and around Lot 6 and Vine Street</p> <ul style="list-style-type: none"> <li>• Speed bumps were removed and not replaced; cars travel at 30 mph or higher and it is unsafe for pedestrians and motorists</li> </ul> <p>The topic was referred to the Physical Environment Committee.</p>
3:30 – 3:45	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>RUTH NINE-DUFF</b></p>
Discussion	<ol style="list-style-type: none"> <li>1. The UCEC will require standing committees to submit a written report (high-level summary) one-week prior to UC meetings so members can review them before the meeting. Members will have the opportunity to ask questions during the committee report section of the UC meeting. Chair Nine-Duff will explain the new procedure at the Oct. UC meeting for implementation at the Nov. UC meeting. <p>Kim will provide the UCEC with the number of reports each standing committee presented last year.</p> </li> </ol>

2. The UC Satisfaction Survey Results will be discussed at the Oct. UCEC meeting.

There was a suggestion to distribute the survey in May to get more participation from GSG and USG members.

3. The following standing committee annual reports were reviewed and will be posted to the UC website:

- Communications
- Institutional Advancement
- Physical Environment
- Recreation and Wellness
- Student Engagement and Success

Kim will send a reminder to the committees that have not submitted reports (Budget and Finance, Information Technology and Talent Development & HR).

4. Membership update:

- Faculty Senate, 3 vacancies
- USG, 10 vacancies
- Deans, 1 vacancy

5. Phil Allen will replace Harvey Sterns on the Sesquicentennial Steering Committee as a UC representative. Tonia Ferrell also represents UC on the Steering Committee. Harvey Sterns continues on the Steering Committee as a chair of the Academic Excellence Committee.

There was a suggestion to invite Annie Hanson Hillaire, Sesquicentennial Committee Chair, to present at a future UC meeting.

6. The agenda for the October 8 UC meeting was approved by unanimous consent.