

University Council

MINUTES

SEPTEMBER 15

3 – 4:30 PM

MICROSOFT TEAMS

MEETING CALLED BY	Philip Allen, immediate past chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell, chair
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Member: Anne Bruno, Jeanette Carson, Katie Cerrone, Ruth Nine-Duff, Ed Evans, Kathy Evans, Kevin Feezel, Tonia Ferrell, Katelyn Frey, Kris Kraft, Paul Levy, Tim McCarragher, Gary Miller, John Nicholas, Michele Novachek, Scott Randby, Tiffany Schmidt, EmilyStarkey, Shawn Stevens, John Wiencek</p> <p>Absent with notice: Arnob Banik, Marjorie Harleben, Ben Swanson</p> <p>Absent without notice: William Cole, Shagata Das</p> <p>Other attendees: Phil Allen, Stevie Allen, Christine Boyd, Kim Cole, Olivia DeMoss, Michael Dowling, Cher Hendricks, Jolene Lone, John McDonald, Steve Myers, Richard Newsome, Harvey Sterns, Stephen Storck, Joe Urgo</p>
<p>Agenda topics:</p> <p style="text-align: center;">CALL TO ORDER TONIA FERRELL</p>	
DISCUSSION	<ol style="list-style-type: none"> 1. Philip Allen, immediate past chair, called the meeting to order and conducted the election of the UC chair. 2. The chair asked for additions or revisions to the agenda. There being none, the minutes were approved as distributed by unanimous consent. 3. The chair asked for additions or corrections to the August 11 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.
<p style="text-align: center;">ELECTIONS TONIA FERRELL</p>	

DISCUSSION	<ul style="list-style-type: none"> • Phil Allen conducted the election for the open UC chair position. One nomination was received prior to the meeting (Tonia Ferrell) and there was a request for other nominations from the floor. There being none, the new chair was appointed by acclimation. The chair will serve a two-year term. • The chair conducted the elections for the vice chair and secretary, both a one-year term. Nominations were taken from the floor for vice chair – Anne Bruno and Jeanette Carson both accepted nominations. Jeanette Carson was appointed as vice chair with an 12-9 secret ballot vote. Nominations were taken from the floor for secretary – Kris Kraft and Kevin Feezel both accepted nominations. Kris Kraft was appointed as secretary with a 9-7 secret ballot vote.
EXECUTIVE COMMITTEE REPORT TONIA FERRELL	
DISCUSSION	<p>The chair reviewed the attached August 25 UC Executive Committee minutes (attached).</p> <ol style="list-style-type: none"> 1. Discussed UC admin support and interim since meeting have received support from Provost office via Heather, she will be the administrative support for UC. Deans appointments discussed and have been received since and updated on roster. Discussed having UC orientation that used to happen in past under Harvey Sterns, discussed bringing it back in October meeting with full body. New EC will talk about this and develop a plan for orientation to UC for new members to be able to be effective members from beginning and have a good experience in UC. 2. No topics initiated. Meeting moved to 15th for more time for admin support and have rosters more up to date. Harvey Sterns let us know that there are new appointments needed for UC Human Dev committee, if interested let us know.
PRESIDENT’S REMARKS DR. GARY MILLER	
DISCUSSION	<p>President Miller thanked everyone for their participation in this important work and congratulated the newly elected Executive Committee officers. He expressed thanks for the commitment to the university during these challenging times.</p> <ul style="list-style-type: none"> • He updated about the COVID numbers, the county has seen a small uptick as well as the campus in numbers of cases. He is working with the Summit County Health Department and is speaking with students about campus parties and classroom conditions. • President Miller mentioned that Stephen Storck, CFO will be ending his time in that position and that there are some of the candidates from last spring’s search who are still interested in the job. The search firm with move ahead with those individuals. There is a preferred candidate who will be visiting campus soon. • President Miller added that the Athletics working group is now in place and will begin work. Tonia Ferrell will represent UC on that committee. The Social Justice Taskforce has been doing great work and looking for recommendations from them next month. • The vice chair asked if the university closing between Christmas and New Years has been discussed with the Board yet. President Miller said it had not and that he would discuss that with them soon.
PROVOST’S REMARKS JOHN WIENCEK	

Provost Wiencek congratulated the newly elected officers and indicated that they as part of UC help with guidance in decision making on campus.

- The Provost indicated that the Deans, while their numbers have been recently reduced, have now completed their committee assignments to University Council committees.
- The Provost went on to mention that there had been a desire to move to a more shared services model for University Council and Faculty Senate and that Heather Loughney has agreed to move into working for both organizations. Heather has opted to see how it goes and will come back with suggestions on how to improve the work being done. He thanked Heather for her willingness to serve both Faculty Senate and University Council.
- The Provost moved on to the survey that went out to faculty to gauge how classroom and other duties are being impacted by COVID, Janet Bean is monitoring and will share with the University Council He encouraged all faculty to participate in the survey. There is also a group being brought together to work on reconfiguring OAA. Many areas that currently report directly to the Provost could be better situated in other areas. There is brainstorming and planning going on with that committee.
- There was a question asked about the 15-day mark numbers. Provost Wiencek indicated that numbers are down, around 7.2% over last year at this time. Looking at percentage of full-time students on campus versus high school, CCP or early college.

DISCUSSION

REPORTS

TONIA FERRELL

DISCUSSION

1. Graduate Student Government: Katelyn Frey reported on behalf of the GSG president that their group now has senators from every college and two representatives on every UC committee. They are discussing mental health issues for Grad students and planning to organize mental health workshops. They will be participating in Diversity Week and organizing job fairs moving forward. She also mentioned that GSG is very active on social media and encouraged everyone to follow GSG there.

A question was asked how many students took the survey generated by GSG. Katelyn responded that it was over 100 students.

2. Undergraduate Student Government: USG President Kevin Feezel reported that USG has been very busy this semester with a mental health taskforce, looking to improve services to undergraduates. He indicated that working in a virtual environment is difficult and USG is working hard to get groups active. He also added that they are working on the results from John Messina's student survey from the spring to address concerns expressed by the students.
1. Committee Reports: There were no committee reports submitted due to the transition. The Chair asked if there were any oral committee reports:
 - Scott Randby reported that UCIT met yesterday and elected officers. Randby will be chair, Eli Eubanks Vice Chair and Sejuti Banik Secretary. The committee also set goals for the semester and will be looking at replacing WebEx, Adobe licensing and the consolidation of student email accounts.
 - Tiffany Schmidt indicated that the Communications committee met to elect a secretary and discuss future meetings.

NEW BUSINESS

TONIA FERRELL

DISCUSSION

1. Jolene Lane brought the updated Sexual Harassment policy to the University Council for endorsement. She explained that the new rules for Title IX looked at policies and sexual harassment. The challenge for this policy set rules for sexual harassment but not other types of harassment. Policy has been rewritten and comes to this body for review before moving to the Board of Trustees. The policy gives guidelines for grievances and policies for them. It includes harassment based on other protected classes such as race, religion, pregnancy, military status and ethnicity. The policy was worked on in conjunction with General Counsel and Human Resources.

There were several questions asked about various parts of the document and clarification on those areas.

Jolene Lane responded to each section's questions and will take the feedback back to general counsel and HR for review.

Lane pointed out that this is an "interim" policy and knew there would be adjustments and the document will be updated and returned to the UC for review. She will provide an update at the October 15th UC meeting.

Motion was made to approve with knowledge that changes will come back to the UC for approval. Motion carried.

2. The meeting was adjourned at 4:35 pm by unanimous consent.



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MINUTES

SEPTEMBER 15

3 – 4:30 PM

MICROSOFT TEAMS

MEETING CALLED BY	Ruth Nine-Duff, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Tonia Ferrell, chair	
NOTE TAKER	Heather Loughney	
ATTENDEES	<p>Member: Anne Bruno, Jeanette Carson, Katie Cerrone, Ruth Nine-Duff, Ed Evans, Kathy Evans, Kevin Feezel, Tonia Ferrell, Katelyn Frey, Kris Kraft, Paul Levy, Tim McCarragher, Gary Miller, John Nicholas, Michele Novachek, Scott Randby, Tiffany Schmidt, EmilyStarkey, Shawn Stevens, John Wiencek</p> <p>Absent with notice: Marjoie Harleben, Ben Swanson</p> <p>Absent without notice: Arnob Banik, William Cole, Shagata Das</p> <p>Other attendees: Phil Allen, Stevie Allen, Christine Boyd, Kim Cole, Olivia DeMoss, Michael Dowling, Cher Hendricks, Jolene Lone, John McDonald, Steve Myers, Richard Newsome, Harvey Sterns, Stephen Storck, Joe Urgo,</p>	
Agenda topics:		
3:00 – 3:02	CALL TO ORDER	TONIA FERRELL
DISCUSSION	<p>4. The chair called the meeting to order and asked for additions or revisions to the agenda. There being none, the minutes were approved as distributed by unanimous consent.</p> <p>5. The chair asked for additions or corrections to the August 11 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</p>	
3:02 – 3:07	EXECUTIVE COMMITTEE REPORT	TONIA FERRELL

DISCUSSION	<p>The chair reviewed the attached August 25 UC Executive Committee minutes.</p> <ol style="list-style-type: none"> 1. Discussed UC admin support and interim since meeting have received support from Provost office via Heather, she will be the administrative support for UC. Deans appointments discussed and have been received since and updated on roster. Discussed having UC orientation that used to happen in past under Harvey Sterns, discussed bringing it back in October meeting with full body. New EC will talk about this and develop a plan for orientation to UC for new members to be able to be effective members from beginning and have a good experience in UC. 2. No topics initiated. Meeting moved to 15th for more time for admin support and have rosters more up to date. Harvey Sterns let us know that there are new appointments needed for UC Human Dev committee, if interested let us know. That is a joint committee between FS and UC. Has been some turnover and they need more committees. Meeting adjourned at 3:25.
3:07 – 3:17	<p style="text-align: center;">PRESIDENT’S REMARKS DR. GARY MILLER</p>
DISCUSSION	<p>President Miller thanked everyone for their participation in this important work and congratulated the newly elected Executive Committee. He expressed thanks for the commitment to the university during these challenging times.</p> <ul style="list-style-type: none"> • He updated about the COVID numbers, the county has seen a small uptick as well as the campus in numbers of cases. He is working with the Summit County Health Department and is speaking with students about campus parties and classroom conditions. • President Miller mentioned that Stephen Storck, CFO will be ending his time in that position and that there are some of the candidates from last spring’s search who are still interested in the job. The search firm with move ahead with those individuals. There is a preferred candidate who will be visiting campus soon. • President Miller added that the Athletics working group is now in place and will begin work. Tonia Ferrell will represent UC on that committee. The Social Justice Taskforce has been doing great work and looking for recommendations from them next month. • Jeanette Carson asked if the university closing between Christmas and New Years has been discussed with the Board yet. President Miller said it had not and that he would discuss that with them soon.
3:17 – 3:19	<p style="text-align: center;">PROVOST’S REMARKS JOHN WIENCEK</p>

DISCUSSION	<p>Provost Wiencek congratulated the newly elected officers.</p> <ul style="list-style-type: none"> The Provost indicated that the Deans have now completed their committee assignments to University Council committees. The Provost went on to mention that there had been a desire to move to a more shared services model for University Council and Faculty Senate and that Heather Loughney has agreed to move into working for both organizations. Heather has opted to see how it goes and will come back with suggestions on how to improve the work being done. He thanked Heather for her willingness to serve both Faculty Senate and University Council. The Provost moved on to the survey that went out to faculty to gauge how classroom and other duties are being impacted by COVID, Janet Bean is monitoring and will share with the University Council. He encouraged all faculty to participate in the survey. There is also a group being brought together to work on reconfiguring OAA. Many areas that currently report directly to the Provost could be better situated in other areas. There is brainstorming and planning going on with that committee. Jeanette Carson asked about the 15-day mark numbers. Provost Wiencek indicated that numbers are down, around 7.2% over last year at this time. Looking at percentage of full-time students on campus versus high school, CCP or early college. 	
	3:19 – 4:16	
DISCUSSION		
4:16 - 4:25	REPORTS	TONIA FERRELL

DISCUSSION	<p>3. Graduate Student Government: Katelyn Frey reported on behalf of the GSG president that their group now has senators from every college and two representatives on every UC committee. They are discussing mental health issues for Grad students and planning to organize mental health workshops. They will be participating in Diversity Week and organizing job fairs moving forward. She also mentioned that GSG is very active on social media and encouraged everyone to follow GSG there.</p> <p>Anne Bruno asked how many students took the survey generated by GSG. Katelyn responded that it was over 100 students.</p> <p>4. Undergraduate Student Government: USG President Kevin Feezel reported that USG has been very busy this semester with a mental health taskforce, looking to improve services to undergraduates. He indicated that working in a virtual environment is difficult and USG is working hard to get groups active. He also added that they are working on the results from John Messina’s student survey from the spring to address concerns expressed by the students.</p> <p>2. Committee Reports: There were no committee reports submitted due to the transition. The Chair asked if there were any oral committee reports:</p> <ul style="list-style-type: none"> • Scott Randby reported that UCIT met yesterday and elected officers. Randby will be chair, Eli Eubanks Vice Chair and Sejuti Banik Secretary. The committee also set goals for the semester and will be looking at replacing WebEx, Adobe licensing and the consolidation of student email accounts. • Tiffany Schmidt indicated that the Communications committee met to elect a secretary and discuss future meetings. 	
4:26 – 4:30	NEW BUSINESS	TONIA FERRELL
DISCUSSION	<p>3. Jolene Lane brought the updated Sexual Harassment policy to the University Council for endorsement. She explained that the new rules for Title IX looked at policies and sexual harassment. The challenge for this policy set rules for sexual harassment but not other types of harassment. Policy has been rewritten and comes to this body for review before moving to the Board of Trustees. The policy gives guidelines for grievances and policies for them. It includes harassment based on other protected classes such as race, religion, pregnancy, military status and ethnicity. The policy was worked on in conjunction with General Counsel and Human Resources.</p> <p>Ed Evans asked about various parts of the document and clarification on those areas.</p> <p>Jolene Lane responded to each sections questions.</p> <p>Lane pointed out that this is an “interim” policy and knew there would be adjustments and the document will be updated and returned to the UC for review again.</p> <p>Motion was made to approve with knowledge that changes will come back to the UC for approval. Motion carried.</p> <p>4. The meeting was adjourned at 4:35 pm by unanimous consent.</p>	

