*University Council*

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| University Council  |
| Minutes | march 9, 2021 | 3 – 4:30 PM | Microsoft teams |
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| Meeting called by | Tonia Ferrell, chair |
| Type of meeting | Monthly Meeting |
| Presider | Tonia Ferrell, chair |
| Note taker | Heather Loughney |
| Attendees | **Member:** Arnob Banik, Anne Bruno, Jeanette Carson, Will Cole, Laura Conley, Ed Evans, Kathee Evans, Kevin Feezel, Tonia Ferrell, JP Garcher, Marjorie Hartleben, Kris Kraft, Paul Levy, Tim McCarragher, Gary Miller, John Nicholas, Michele Novachek, Scott Randby, Emily Starkey, Shawn Stevens, John Wiencek**Absent with notice:** Shagata Das **Absent without notice:**  Katie Cerrone, Katelyn Frey, Tiffany Schmidt,**Other attendees:** Phil Allen, Christine Boyd, Marie Celeste Cook, Aimee DeChambeau, Olivia Demas, Tammy Ewin, Amy Freels, Dallas Grundy, Anne Hanson Hilaire Cher Hendricks, Wayne Hill, Marcinda Jackson, Judith Juvancic-Heltzel, Wendy Lampner, John MacDonald, John Messina, Nicholas Nussen, Linda Saliga, Harvey Sterns,  |
| Agenda topics: |
|  | Call to Order | tonia Ferrell |
| Discussion | 1. The chair called the meeting to order at 3:00 pm.
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 December 1 and February 9 University Council minutes. There being none, the minutes were approved by unanimous consent.
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|  | executive committee Report  | Tonia Ferrell |
| Discussion | The chair reviewed the August 25 UC Executive Committee minutes1. Topic submissions were received by UCEC; one to allow staff who were unable to take vacation during busy season to keep unused vacation time and allow for above maximum to be kept and used. Topic forwarded to HR & Talent Development Committee. Second topic was to train newly hired or promoted individuals in using budget tools in Peoplesoft. Topic was forwarded to CFO Grundy for review.
2. Follow up on Diversity committee – the report from the campus wide group has not come out yet, will work with President to create a committee after report.
3. Athletics working group continues to meet, discussing funding models at next meeting.
4. CPAC appointments to committees to be reviewed and updated on roster, notify those who may not have been. Roster updated on UC webpage.
5. CFO to attend future meeting to give reports separate from budget presentations.
6. Discussion of signage updates and removals. Item forwarded to Physical Environment committee, CFO and Steve Myers for review.
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|  | PRESIDENT’s remarks |  Dr. GARY MILLER |
| Discussion | The President thanked the chair and thanked BOT members Olivia Demas and Mike Dowling for attending the meeting. * Discussed the federal stimulus bill that should pass and be signed by the President soon. UA allocation would be 41 million dollars; one half to go to students directly as the first stimulus did, the rest can go for COVID guidelines. No rules have been given yet on how to spend the money, CFO Grundy will receive those. He added that this one-time substantial funding will help for next year or so. CFO Grundy will work with the Budget & Finance committee on how to use it best.
* President Miller shared that he and Georgia are making plans to move out to meet in person with donors and reconnect with our supporters.
* Work has begun on the state budget, it is a slow process for now but discussion continue, expecting battles further on.

 * UA has released two RFQs, related to university real estate initiatives; looking for someone to coordinate real estate and lists of what will go into play. Starting conversations around individual pieces of real estate and bring that to the Board with in April with a plan of what to do with the revenue from the real estate sales. Will work with Budget & Finance committee with that as well. Could relieve the university of some maintenance costs.
* The Diversity taskforce – have begun conversations with Sheldon Wrice and developing a framework for that.
* Athletics working group is almost done and should be bringing their report soon. Will also be starting search for new Athletics Director. Look at the video that was put out with the search materials, gives a great look at our facilities. [https://collegiatesportsassociates.com/current-opportunities/the-university-of-akron-director-of-athletics/](https://collegiatesportsassociates.com/current-opportunities/the-university-of-akron-director-of-athletics/%20)
* There were no questions
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|  | provost’s remarks | john wiencek |
| Discussion | * The Provost indicated that things have moved dramatically to the positive with the agreement with AAUP. Thanked negotiating team on both sides and indicated that the process helped us come together and learn to listen to each other better.
* The Provost went on to discuss the Fall plans for mix of classrooms, some social distancing and half of classes with face-to-face with three foot distancing. Will monitor and adjust as the summer progresses. Excited to bring students back to campus but safety is main concern. Creating a committee to come up with pivot strategies and to prepare for fall classes.
* There was good news to report in that commencement will be in person for spring. Will be holding four ceremonies plus a ceremony for those who graduated last semester. There will be a call for volunteers to help with the groups.
* Office of Academic Affairs review – close to announcing the team and trying to keep the process cost neutral.
* Strategic plans moving forward, received large amount of feedback to survey and the committee is working through that and preparing reports.
* Dean of BCAS is hired and Mitchell McKinney will arrive July 1.
* Four finalists for Dean in College of Business will be coming to campus and we have narrowed to a handful of candidates for the search for a new director for the School of Polymer Science and Polymer Engineering.
* Deans are working with OAA and our new CFO on developing ideas for ways of managing budget and finance work in a way that promotes collaboration and is positive for employees. Moving to get these ready by end of spring.
* Enrollment – focus on converting admitted students to commitments. Working on keeping contact with students over the summer. Freshman class was reduced last year and need to turn the ship and upward direction as soon as possible. Focus over next 5-6 years.
* The Provost closed his remarks by stating that everyone on campus is a stakeholder and all need to share what’s great about UA, if you need admission materials please contact Kim Gentile and her staff.
* A question was asked about graduation for PhD candidates, will they be hooded and who will do that? John Messina stated that there would be hooding of the candidates and that it had not been decided yet how that would take place and by whom.
* A question was asked about volunteers for commencements and orators. John Messina responded that there will be a need for many people. Calls will come soon for those volunteers.
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|  | committee Reports  | tonia ferrell |
| Discussion | 1. Budget & Finance – CFO Dallas Grundy joined meeting today. The CFO shared that the revised budget for the current fiscal year went to the Board of Trustees. There are positive results to share with factors contributing to that; better than expected revenue from tuition and fee, state share of instruction was increased, also had lower than expected expenses in utilities and operating expenses. Also received a one-time grant to charge expenses to that would have been on the budget. 16 mil of expenses went to that government grant. All that leads to us not having to take any money from the reserves. Projecting 19.5 mil surplus in budget, this is a projection and will be updated by June 30.

A question was asked about how to answer the question concerning rehiring those who were let go. CFO Grundy responded that these are projections and that the money we’ll receive from the federal grants is one-time money. Trying to be prudent and plan for the resources we have and will have moving forward. A question was asked concerning the timeline to use the COVID cares dollars previously.The CFO indicated that there is 16 mil left to use for the institutional portion of the funds and December 2021 is the deadline for use.1. UCIT committee – Chair Randby read the resolution and recommendation brought by the committee (attached). He explained that the resolution would move to OAA if approved to work out the details of it.

A question was asked if John Corby supported this resolution. Chair Randby stated that he did, in fact he wrote the report.USG President Feezel stated that the resolution had been brought to USG and was fully supported.The resolution passed with 21 Yes and 1 No vote.  |
|  | constituency reports | tonia ferrell |
| Discussion | * GSG – conducted two workshops for grad students in conjunction with the Counseling Center. Offering anxiety and stress workshops for grad students. Have a grad student who lost her advisor and funding for a book she planned to publish and approached GSG to fund it. After speaking with advisors it was decided that they cannot help fund it. Working on updates that would allow for emergency funds to be available. Also updating bylaws and preparing for GSG elections.
* USG – celebrating women’s history month and continuing the equity challenge. Finalizing Trustee appointment
* CPAC – pushing out 3-4 professional development opportunities for CPAC and other interested parties. Preparing for annual conversation with President Miller. Sending survey to members to get feedback for conversation.
* SEAC – creating a monthly newsletter, aiming to foster communication campus wide. Share information on campus such as contacts.
* Faculty Senate – considered and passed 100 curriculum and course proposals. Many were deletions from the closing of programs. Passed a resolution to increase pay for PT faculty, OAA will be looking at that.
* Deans – focusing on enrollment, working with financial aid on recruitment and enrollment. Focusing on transfer, graduate and full time. Fall scheduling and logistics on campus to be prepared for fall semester.
* Chair – talking about scheduling and the struggles with that. Met with Provost and Rex Ramsier to talk about pieces of the contract and implementation.
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|  | unfinished business | tonia ferrell |
| Discussion | The chair restated the diversity submission. |
|  | Good of the order | tonia ferrell |
| Discussion | * Reminder that the Sesquicentennial Committee is looking for alum faculty, staff who have inspired you in any way, those chosen will be recognized with announcement and gift. More information at [https://www.uakron.edu/150/.](https://www.uakron.edu/150/)
* The meeting was adjourned at 3:56 pm
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Information Technology Committee

Resolution on Student Licensing for

Adobe Creative Cloud

Resolution

Whereas the licensing agreement to the university for Adobe Creative Cloud does not directly

extend to students, and

Whereas the licensing requirements for Adobe Creative Cloud does not allow it to be installed

in virtual environments, and

Whereas access to a licensed copy of Adobe Creative Cloud is necessary for students to complete required coursework within some specific academic courses, and

Whereas there is no equivalent alternative to the Adobe Creative Cloud suite of applications;

therefore be it

Resolved, that the University Council endorses the recommendations contained in the ITS

Student Licensing for Adobe Creative Cloud Recommendation document.

Background

The University currently has a campus-wide license for Adobe Create Cloud for all faculty and

staff as well as for on-campus use by active students through labs and other university-supported distributed technology. Licensing is not provided directly to students. Additionally, Adobe has restrictions on their licensing which prevents it’s use on any virtual platforms. Because of this, Adobe Creative Cloud it is not available for use in any of the virtual labs or virtual desktops managed by the University.

In March 2020, as a response to colleges and universities moving off campus at the start of

the COVID-19 pandemic, Adobe offered licensing for their Create Cloud software at no cost to

students allowing them to use this on their own personal distributed technology. This allowed

students access to the Creative Cloud product in a remote learning environment. In August

2020, Adobe ceased offering this free licensing of Adobe Creative Cloud to students.

In response to this, the Ohio public universities attempted to negotiate for the inclusion of

special licensing to be offered to students through Ohio’s Inter-University Council Purchasing

Group (IUC-PG). Adobe’s response was to provide special pricing for students that would be

available through the institutions they attend. Initial pricing of $138.16 per license was made

available provided the licenses were purchased in blocks of 100.

An evaluation was completed to determine if there were any alternative products to Adobe

Creative Cloud available; none were found in this review which was completed in the early

part of the fall 2020 semester. Academic departments that typically use Adobe Creative Cloud

as part of their learning experience for students; Art, Communications and Marketing, for

example, were approached to provide estimates for the number of students who might need

to obtain their own licensed copy of Adobe Creative Cloud to complete expected coursework

using this software. Based on the feedback provided through these academic departments, it

was determined that an initial set of 100 licenses would be a reasonable starting point.

Various funding options to purchase this initial set of student licenses were explored. One

source considered included the grant the University received under the initial Higher Education

Emergency Relief Fund (HEERF). A request was made for this use and the auditors who

reviewed the eligibility for this requested use determined that this purchase would qualify

under the HEERF.

Based on this, an initial block of 100 licenses for Adobe Creative Cloud were purchased. The

total cost for this block of licenses was $13,816 for a one-year subscription that will be effective

from November 2020 through November 2021.

Since there is a limited number of licenses available to students, the Distributed Technology

Services (DTS) team put in place a process for students to request a license for Adobe Creative

Cloud based on the need for a specific class and, after verification, DTS would provide the

requesting student the capability to download the Adobe Creative Cloud software onto their

own personal distributed technology. This new process was in place in time for the start of

the spring semester in January 2021. As of February 28, 2021, fifty-seven licenses for Adobe

Creative Cloud have been provided to students through the new request process. Under Adobe’s requirements, these licenses are not transferable.

With the award of a subsequent grant to the University under a new round provided through the

Higher Education Emergency Relief Fund II, Information Technology Services (ITS) will put

in a request to utilize this new grant to continue funding the direct licensing of Adobe Creative

Cloud for students through the 2021-2022 academic year. These licenses would continue to be

managed through the process put in place by DTS.

Recommendation

Beginning with the 2022-2023 academic year, a new form of funding for the student licensing of

Adobe Creative Cloud will be necessary with the end of grants provided through HEERF and

HEERF II. Our recommendation is that the Office of Academic Affairs implements a process

that permits academic departments to allow for having the cost for a student license of Adobe

Creative Cloud added as an optional course fee within defined courses. All students have access to on-campus labs in which they can use Adobe Creative Cloud. Students who opt-in will

also be able to use Adobe Creative Cloud on their own equipment. The savings from the

university-purchased license is passed on to students who opt-in.