

University Council

MINUTES

JUNE 14, 2016

3 – 4:05 PM

LEIGH HALL 214

MEETING CALLED BY	Harvey Sterns, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Harvey Sterns, chair	
NOTE TAKER	Kim Haverkamp	
ATTENDEES	<p>Member: Megan Bodenschantz, Mike Cheung, Elizabeth Erickson, Debbie Gannon, Nick Golina, Diane Gorse, Marjorie Hartleben, Wayne Hill, Nancy Homa, Kristine Kraft, Isaac Lampner, John MacDonald, Nicole MacPherson, John Messina, Chand Midha, Nathan Mortimer, Ruth Nine-Duff, Godfrey Ovwigho, Rex Ramsier, Michael Spayd, Harvey Sterns, Bill Viau</p> <p>Absent with notice: Larry Burns, Kristin Koskey, Tim Lillie, Stephen Myers, Shiva Sastry, Cassie Verardi</p> <p>Absent without notice: Michelle Byrne, Nancy Marion</p>	
Agenda topics:		
3:00 – 3:05	CALL TO ORDER	HARVEY STERNS
DISCUSSION	<ol style="list-style-type: none"> 1. The chair called the meeting to order. He asked for additions to the agenda. The Communications Committee and Recreation and Wellness Committee will present their reports first and second respectively. The agenda was approved as amended by unanimous consent. 2. The chair asked for additions or corrections to the April 12 University Council minutes. There being none, the agenda was approved as distributed by unanimous consent. 	
3:05 – 3:20	STEERING COMMITTEE REPORT	HARVEY STERNS
DISCUSSION	<ol style="list-style-type: none"> 1. The chair will meet with the Board of Trustees to discuss the desirable qualities of a new president. The chair asked UC members to email him with their thoughts on this topic. 2. The chair discussed the attached Standing Committee Expectations which includes the following deadlines for the 2016-17 UC year: <ul style="list-style-type: none"> • Sept. 30: Committee goals and the corresponding measures that will be used to evaluate progress must be submitted to the Steering Committee • Oct. 11: Committee goals will be presented formally at the UC meeting 	

	<p>3. The University Council year does not coordinate with the elections of the constituent groups. Some standing committees do not have a complete membership roster because we do not have appointments from Faculty Senate, GSG, SEAC and USG. The following topics regarding committee function was discussed:</p> <ul style="list-style-type: none"> • New Faculty Senate members take office at the first senate meeting of the fall semester; therefore, current Faculty Senate members will be attending the summer meetings • Committees secretaries do not have time to schedule meetings and produce minutes <ul style="list-style-type: none"> ○ The Office of the Provost provides staff support for UC and the Steering Committee ○ Standing committees should use the same model as the UC for committee support; the appointed administrator should provide a person to support the operations of the committee (schedule meetings, produce agendas/minutes, email correspondence to members, etc.) <p>4. The chair reviewed the attached UC Steering Committee minutes:</p> <ul style="list-style-type: none"> • May 18, 2016 • June 8, 2016 Special Meeting
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3:20 – 3:35	UNFINISHED BUSINESS	HARVEY STERNS
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DISCUSSION	<p>1. Dr. Ramsier provided the following UC Bylaws Update:</p> <ul style="list-style-type: none"> • The UC Response to the AGB Consultants Recommendations concerning the UC Bylaws submitted to Dr. Scarborough in April 2016 was similar to the UC Bylaws submitted to Dr. Scarborough in Jan. 2015 • Appointed administrators are not voting members of UC in the April 2016 UC Response • The UC Bylaws is on the consent agenda for the June 15 BOT meeting and then it will go to the Rules Committee. • Dr. Ramsier suggests that the BOT approve the bylaws without having to hire a new staff person due to the budget situation; the Office of the Provost is providing adequate staff support for UC and the Steering Committee <p>Dr. Ramsier clarified that he does not suggest that the bylaw regarding the staff person for support of UC activities be stricken, but he emphasized that the UC needs to continue to operate with Office of the Provost staff support until further notice.</p> <p>2. The Steering Committee held a special meeting on June 8 and appointed the three UC officers to the Tiger Team. The UC Tiger Team members will bring topics from the Tiger Team to the UC for discussion. They will also provide the Tiger Team with feedback from the UC (which includes members from all UC constituent groups).</p> <p>A suggestion was made to have a CPAC member represent UC on the Tiger Team because CPAC is the only constituent group not represented on the Tiger Team.</p>
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DISCUSSION

Communications:

A survey was sent to students to understand the communication channels they use throughout campus. The committee will analyze the results and bring recommendations for policy to the UC.

Recreation and Wellness:

The chair asked if the UC received a response from Dr. Scarborough regarding the Tobacco Free Policy recommendation that was passed at the April 12 UC meeting. Dr. Ramsier reported that the recommendation was sent to the BOT and it is with the Rules Committee.

Budget and Finance:

Committee members have a good understanding of the budget process. It is a challenge to educate new members every year.

We have a revenue challenge for the FY17 budget due to an enrollment decline. The Institution has to focus on Fall 2017 enrollment. We are putting plans in motion to move the institution forward for FY18 and beyond.

Information Technology: No report

Institutional Advancement: No report

Physical Environment: No report

Student Engagement and Success:

The committee is discussing a draft of the student retention and completion plan that is due to the state by the end of the month. It is a working document and the committee will focus on how to operationalize the plan. We will start to see the graduation impact of the plan in two and a half years.

Talent Development and Human Resources:

The committee is working on the following:

- Succession and retirement planning assessment
- A wellness plan that provides incentives to people for wellness (with the Recreation and Wellness Committee)

The committee provided UC members with the following documents regarding employee training programs:

- [Overview of UA's Employee Training and Leadership Opportunities](#)
- [Research on Providing Training Opportunities for Employees](#)
- [Training and Leadership Opportunities at Universities in Ohio](#)
- [Leadership Trainings and Employee Development Programs at Universities in the US](#)

The following motion was made:

Whereas the closing of ITL has led to the loss of talent development training at UA, training which is needed to increase the effectiveness, flexibility and productiveness of its employees,

Whereas the Talent Development and HR Committee has researched professional

	<p>development, leadership and training opportunities provided by other universities to identify best practices both across the US and in the State of Ohio, (see attached report)</p> <p>Whereas a survey of CPAC and SEAC members was conducted, with over 250 responses, that determined that there is demand for such training courses (see also attached results and comments)</p> <p>Therefore the Talent Development and Human Resources Committee recommends to University Council:</p> <ul style="list-style-type: none"> • that there be a coordinated effort by UA to replace ITL training for staff and contract professionals and other institutional personnel. • that as an interim option UA should partner with other universities that already provide such services effectively, notably Kent State University or Ohio State University • that UA allocate sufficient resources to allow for such training. <p>The motion carried by a secret ballot vote of 15 in favor and 2 opposed.</p>
4:05 – 4:05	<p style="text-align: center;">NEW BUSINESS</p> <p style="text-align: right;">HARVEY STERNS</p>
DISCUSSION	<p>There were none at this time.</p> <p>The meeting was adjourned at 4:05 p.m. by unanimous consent.</p>