

University Council Executive Committee (UCEC)

MINUTES

NOVEMBER 15, 2016 3 – 4 PM

LEIGH HALL 413

MEETING CALLED BY	Harvey Sterns, chair
TYPE OF MEETING	Monthly Meeting.
PRESIDER	Harvey Sterns, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	<p>Members: Megan Bodenschantz, Isaac Lampner, Ruth Nine-Duff, Rex Ramsier, Michael Spayd, Harvey Sterns</p> <p>Absent with notice: Marjorie Hartleben, Kristin Koskey</p> <p>Absent without notice: Diane Gorse</p>
Agenda topics:	
3:00 – 3:05	CALL TO ORDER HARVEY STERNS
DISCUSSION	<ol style="list-style-type: none"> The chair called the meeting to order. He asked for additions to the agenda. The following topics were added to the agenda: <ol style="list-style-type: none"> Student Financial Aid Topic Submission Response Food Pantry Update UC & UCEC Meeting Schedules (Jan – Apr, 2017) Early College High School The agenda was approved as amended by unanimous consent. The chair asked for additions or correction to the October 18 Steering Committee minutes. There being none, the minutes were approved as distributed by unanimous consent.
3:05 – 3:25	UNFINISHED BUSINESS HARVEY STERNS
DISCUSSION	<ol style="list-style-type: none"> Faculty Senate Budget Committee Update: Chair Sterns discussed possible collaboration with the Faculty Senate chair. <p>A suggestion was made to appoint two councilors to the UC Budget and Finance Committee that are knowledgeable about budget issues. After a discussion about committee appointments and the UC bylaws, it was determined that a committee chair can invite knowledgeable people to attend committee meetings, but they cannot be appointed as non-voting members of the committee. Chair Sterns will inform the Budget and Finance Committee chair of this decision.</p> Committee Goals Workshop: The UCEC reviewed the attached Committee Goals Alignment Workshop proposal. A suggestion was made to hold the workshop at the beginning of the UC year (May) to assist committees with goal development. A suggested timeline will be sent to the Talent Development and Human Resources Committee.

3:25 – 3:45

TOPIC SUBMISSIONS

HARVEY STERNS

DISCUSSION	<p>The Student Engagement and Success Committee requested clarification regarding the Office of Student Financial Aid topic submission.</p> <p>The following was discussed:</p> <ul style="list-style-type: none"> • Communication to students about services/deadlines/contacts • Customer service • Information for faculty/staff about work study • Information for faculty about procedure to provide scholarships to students • What can the University do to help Financial Aid staff • Tuition bill deadline is different for fall/spring • Information session at New Student Orientation about how to pay the bill, payment options, tips/tricks for paying the bill, etc. <p>The topic will be referred to the Office of Academic Affairs.</p>
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3:45 – 4:00

NEW BUSINESS

HARVEY STERNS

Discussion	<ol style="list-style-type: none"> 1. The attached University Awards process was discussed. Last year only a few of the award categories received nominations. <p>The following suggestion was made:</p> <ul style="list-style-type: none"> • Allow students to make nominations where appropriate (Outstanding Teacher, Student Success, Outstanding Faculty-Mentor of First-Year Students) <p>An ad hoc committee will be established at the December 6 UC meeting. The ad hoc committee should include a representative from each constituent group.</p> <ol style="list-style-type: none"> 2. Food Pantry Update: This topic was referred to the Recreation and Wellness Committee and the attached Food Pantry response was reviewed by the UCEC and provided to the student organization that made the request. <p>The UCEC has been informed that the Vice President of Student Success is working with the Salvation Army to staff a food pantry on campus. A formal proposal is required before implementation. The UCEC is awaiting the proposal.</p> <ol style="list-style-type: none"> 3. Provost Ramsier shared the attached information about the establishment of an Early College High School (ECHS) at the Portage Lakes Career Center. The ECHS is a collaboration between CAST, KnowledgeWorks and Akron Public Schools. The first cohort will be established in spring/summer 2017. 4. The agenda for the December 6 UC meeting was discussed. The topic, ad hoc University Awards Committee, will be added. The agenda was approved as amended by unanimous consent. 5. The attached UC and UCEC meeting schedules (Jan–Apr 2017) were distributed. <p>The meeting was adjourned at 4:15 p.m. by unanimous consent.</p>
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