

University Council Steering Committee

MINUTES

MARCH 15, 2016

2 – 2:44 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: Kristin Koskey, Ruth Nine-Duff, Rex Ramsier, Diane Raybuck, Harvey Sterns</p> <p>Absent without notice: Isaac Lampner, Brittne Paramore</p>	
Agenda topics:		
2:00 – 2:05	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. There being none, the agenda was approved as distributed by unanimous consent. 2. The chair asked for additions or correction to the February 16 Steering Committee minutes. There being none, the minutes were approved as distributed by unanimous consent. The minutes will be posted to the UC website and SharePoint site. 	
2:05 – 2:05	UNFINISHED BUSINESS	HARVEY STERNS
DISCUSSION	There were none at this time.	
2:05 – 2:05	TOPIC SUBMISSIONS	HARVEY STERNS
DISCUSSION	There were none at this time	
2:05 – 2:44	NEW BUSINESS	HARVEY STERNS
Discussion	<ol style="list-style-type: none"> 1. The attached 2015-16 UC Year End Timeline was approved as revised by unanimous consent. The timeline will be sent to UC and standing committee members. 2. The Steering Committee reviewed the attached 2015-16 Membership Roster, which shows the members with terms expiring on April 30, 2016 (highlighted). <p>The term is expiring for all Steering Committee members. There will be an election for chair, vice chair and secretary at the May 3 meeting. Constituent groups (CPAC, Faculty Senate, GSG, SEAC and USG) will be asked to select one of their UC representatives to serve on the Steering Committee. Terms for Steering Committee members are for two years except USG and GSG which are for one year.</p>	

3. The following motion was made:

The Steering Committee will remind standing committee chairs that posting committee minutes is part of the document trail for HLC accreditation. All committee minutes will be made public by posting them to the UC website.
The motion carried by unanimous consent.

Kim Haverkamp will post standing committee minutes that are approved by the body to the UC website and the UC SharePoint site.

4. Standing committee goals and annual reports will be posted to the UC website.

5. The Steering Committee reviewed the attached [2016 UC meeting schedule](#) and the [2016 Steering Committee meeting schedule](#).

6. The agenda for the April 12 UC meeting was approved as revised by unanimous consent.

The meeting was adjourned at 2:44 p.m. by unanimous consent.