

University Council

MINUTES

DECEMBER 5, 2017

3 – 5 PM

STUDENT UNION 312

MEETING CALLED BY	Harvey Sterns, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Harvey Sterns, chair	
NOTE TAKER	Kim Haverkamp	
ATTENDEES	<p>Member: Philip Allen, Linda Barrett, Michelle Byrne, Jeanette Carson, Jared Coleman, Elizabeth Erickson, Tonia Ferrell, Marjorie Hartleben, Katherine Holcomb, Nancy Homa, Kristine Kraft, Lynn Lucas, Chand Midha, Mike Nelson, Ruth Nine-Duff, Rex Ramsier, Néna Roy, Linda Saliga, Harvey Sterns</p> <p>Absent with notice: Julie Cajigas, Marca Kaplar, Shiva Sastry, Matt Wilson</p> <p>Absent without notice: Taylor Bennington, Kristen Giaquinto, Taylor Swift, Trent Weigand</p> <p>Other attendees: Roland Bauer, Olivia Demas, Alison Doehring, Jolene Lane, John MacDonald, John Messina, Nathan Mortimer, Stephen Myers, Alma Olson, John Reilly, Bill Viau, Joette Dignan Weir, Barbara Weinzierl</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 and asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. The chair asked for additions or corrections to the November 14 University Council minutes. There being none, the agenda was approved as distributed by unanimous consent. 	
3:05 – 3:13	EXECUTIVE COMMITTEE REPORT	HARVEY STERNS
DISCUSSION	The chair reviewed the attached November 21 UC Executive Committee minutes.	
3:13 – 3:25	ACTION ITEMS	HARVEY STERNS
DISCUSSION	<ol style="list-style-type: none"> An ad hoc Outreach and Recruitment Committee was established and the following people volunteered to serve on the committee. <ul style="list-style-type: none"> Jeanette Carson (UC, CPAC) Alison Doehring (UCRW, CPAC) Liz Erickson (UC, FS) Lynn Lucas (UC, CPAC) Ruth Nine-Duff (UC, SEAC) Harvey Sterns (UC, FS) Eric Veigel, Coordinator, Distance Learning Program Development 	

2. John MacDonald, administrator of the Recreation and Wellness Committee, discussed the Tuberculosis Screening Program and Policy Proposal for International Students; see attached [policy proposal](#) and [PPT presentation](#).

The following were discussed:

- The UC Recreation and Wellness Committee worked in collaboration with the International Center
- The following people will be required for testing:
 - New international students
 - Visiting scholars (professors & researchers)
 - Student/employees travelling in study abroad programs for 6 weeks or more in a high risk country
- The tests can be done on campus and the charges are covered by health insurance
- The primary purpose of a tuberculosis screening process is to maintain a healthy and safe campus environment and to reduce the direct and indirect impact and costs associate with a case of active tuberculosis on campus

The committee made a motion to endorse the Tuberculosis Screening Program and Policy Proposal. **The motion carried** by a secret ballot vote of 17 in favor and 0 opposed.

3:25 – 3:40

INSTITUTIONAL ADVANCEMENT COMMITTEE
IN-DEPTH REPORT

Jared Coleman, chair, discussed scholarships by reviewing the Office of Student Financial Aid Scholarship website, <http://www.uakron.edu/finaid/scholarship-programs/index.dot>.

The committee surveyed each college to learn how scholarships were being awarded and the opportunities and challenges presented in the current process. Based on these surveys and discussions with Development and Financial Aid, the committee is developing a tool kit to provide information and resources to people in the colleges/departments that work with scholarships. The tool kit is called UA Scholarship Resources and will be located in Brightspace.

The UA Scholarship Resources tool kit will include the following information:

- Communication templates to students and donors
- Sample scholarship applications
- Best practices
- Scholarship list
- Special publications

There was a discussion about the scholarship cap. The scholarship cap differs for individual students. The colleges/departments should work with Mary Schadle, Coordinator of University Scholarship Programs, Office of Student Financial Aid, to determine the scholarship cap for an individual student before a college/department scholarship is awarded.

The deans have been given endorsed funds for student recruitment, which should be used for scholarship awards.

There was also discussion about efficiencies in the scholarship awarding process and how technology (e.g., software, applications) could be introduced to provide assistance in the process and to maximize use of named scholarships versus university scholarships.

DISCUSSION

DISCUSSION	<p>The following was discussed:</p> <p>Program review</p> <ul style="list-style-type: none"> • Provost Ramsier met with chairs and directors as well as the deans, and he and the President will meet with the Program Review Executive Committee to clear up any questions/concerns • The chairs and directors are working with their deans on the next step in the process <p>Enrollment</p> <ul style="list-style-type: none"> • Applications are down 27% • Admits are down 15% • Student enrollment for spring is up 1% from projections • We will work with Royall, a company that helps recruit and market potential students, for one-time assistance to help with applications for Fall 2018 • We will hire an Associate Provost for Enrollment Management pending BOT approval on December 6, 2017 <p>Budget</p> <ul style="list-style-type: none"> • We received less state subsidy and saved more on graduate assistantships than expected • The budget is being reviewed daily to keep UA in alignment with priorities for the Stabilize, Invest, Grow plan • President Wilson sent a campus communication asking everyone to help save money with respect to entertainment, meetings and travel <p>President Wilson created a Summer Task Force to find ways to utilize the campus in the summer. Please send your ideas to Barbara Weinzierl, bweinzi@uakron.edu.</p>
------------	---

DISCUSSION	<p>Budget and Finance: No report.</p> <p>Communications: No report.</p> <p>Information Technology: The laptop refresh is moving forward. The laptops are expected to be distributed in the spring starting with full-time faculty.</p> <p>Physical Environment:</p> <ul style="list-style-type: none"> • They endorsed the University's request for the capital appropriations bill, which will focus on infrastructure in the next biennium • They received the topic submission regarding drinking fountains and the University has already changed the standard for replacements <p>Recreation and Wellness:</p> <ul style="list-style-type: none"> • They are working with the Communications Committee on the food insecurity topic • They are working with the Division of Student Affairs on a pop-up food pantry <p>Student Engagement and Success: They are discussing ways to showcase effective teaching techniques for student success and the idea of tailoring the Akron Experience to the student's major.</p>
------------	---

	<p>Talent Development and Human Resources:</p> <ul style="list-style-type: none"> • They are gathering information from other institutions regarding a workplace bullying and harassment policy, a topic submitted by the campus community to UC • They will bring a sick leave policy proposal to the UC • They have developed subcommittees to look at planning and development of the Institute for Teaching and Learning (ITL) • They are working with the Recreation and Wellness Committee to develop a policy that will encourage employees to maintain and improve their health <p>Ad hoc Awards Committee: They are working with University Communications and Marketing to develop a website for University-level awards and finalizing the call for nominations for the awards. Co-chair, John Messina, expressed that the committee is struggling with attendance of its members.</p> <p>Ad hoc Textbook Committee: They attended textbook vendor webinars. They are gathering textbook costs for the top five bachelor and associate degree programs to share with the Provost.</p>
4:15 – 4:15	<p style="text-align: center;">NEW BUSINESS</p> <p style="text-align: right;">HARVEY STERNS</p>
DISCUSSION	<p>The meeting was adjourned at 4:15 p.m. by unanimous consent.</p>