

University Council

MINUTES

FEBRUARY 13, 2018

3 – 5 PM

STUDENT UNION 312

MEETING CALLED BY	Harvey Sterns, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Harvey Sterns, chair	
NOTE TAKER	Tonia Ferrell	
ATTENDEES	<p>Member: Philip Allen, Linda Barrett, Taylor Bennington, Michelle Byrne, Julie Cajigas, Jeanette Carson, Jared Coleman, Elizabeth Erickson, Tonia Ferrell, Marjorie Hartleben, Brittany Hartman, Katherine Holcomb, Nancy Homa, Lynn Lucas, Chand Midha, Mike Nelson, Ruth Nine-Duff, Rex Ramsier, Néna Roy, Linda Saliga, Shiva Sastry, Harvey Sterns</p> <p>Absent with notice: Kristine Kraft, Marca Selway-Kaplar, Matt Wilson</p> <p>Absent without notice:</p> <p>Other attendees: Joette Dignan Weir, John MacDonald, Rollie Bauer, Mary Jo MacCracken</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. There being none, the agenda was approved as distributed by unanimous consent. The chair asked for additions or corrections to the January 23 University Council minutes. There being none, the agenda was approved as distributed by unanimous consent. 	
3:15 – 3:20	EXECUTIVE COMMITTEE REPORT	HARVEY STERNS
DISCUSSION	The chair reviewed the attached January 30 UC Executive Committee minutes .	
3:20 – 3:20	ACTION ITEMS	HARVEY STERNS
DISCUSSION	No actions were discussed.	
3:20 – 3:40	TALENT DEVELOPMENT & HUMAN RESOURCES IN-DEPTH STANDING COMMITTEE REPORT	LIZ ERICKSON
DISCUSSION	<p>Talent Development and Human Resources (TD & HR) provided their annual in-depth standing committee report. The committee chair provided handouts of their goals and a proposed resolution.</p> <p>TD & HR chair, Elizabeth Erickson, outlined the committee’s goals for 2017-2018.</p> <ol style="list-style-type: none"> Work to develop a program of talent development and training for UA employees that is cost-effective and innovative and includes 1) skills development and 2) talent development. <ol style="list-style-type: none"> Met with the Institute for Teaching and Learning and found it will only be involved in development programs for faculty. All other employees at UA still need addressed. A sub-committee has been formed to explore the issue and to ultimately provide suggestions to UC on programs. 	

	<ol style="list-style-type: none"> 2. Recommend healthcare savings/incentives for UA employees <ol style="list-style-type: none"> a. Guidelines for meeting ADA requirements have been issued by EEOC and a sub-committee has been formed to review what could be possible at UA. b. Ideas include preventive health measures to reduce the cost of health care; discounts for scheduling annual wellness exams; attending a health screening fair; and enrolling in exercise/fitness courses. c. TD & HR will work together with members from the Health and Wellness committee to continue the discussion. 3. Resubmit Sick Leave Bank policy for University Council adoption. <ol style="list-style-type: none"> a. The committee initially reviewed a Sick Leave Bank policy for UA in 2014-2015, but a ruling from the Attorney General stopped this work. b. There has been a change in the law and the committee is resubmitting the policy for adoption by UC. c. The Sick Leave Bank policy was reviewed and it was noted it only covers non-union employees at this time. UC was in agreement to vote on the policy as is, understanding it could be amended in the future to include more classifications of employees. <ol style="list-style-type: none"> ▪ Bargaining unit employees, whether faculty or staff, would need to negotiate into the policy through their contracts. ▪ Grant-funded employees may not be covered, depending on their status of employment with UA. Clarification on this point is needed as the policy moves forward. d. A motion to adopt the policy was heard and the resolution passed by a vote of 20 in favor and 1 opposed (95% and 5%, respectively). 4. TD & HR is working on other issues. <ol style="list-style-type: none"> a. Work place bullying policy. b. Tuition remission for professional development courses. c. Services and support for LGBTQ employees in coordination with Student Engagement and Success who will focus on the student population. d. Compensation for contract professional and staff employee (non-bargaining) employees. <ol style="list-style-type: none"> ▪ TD & HR brought a resolution to UC to strongly support the requests to the President and Provost by SEAC and CPAC to provide a timeline and criteria for the return of salary increases. It was noted that the resolution does not include a specific monetary increase or specific dates for producing a timeline. There being no further questions or discussions, the resolution passed by a vote of 17 in favor and 4 opposed (81% and 19%, respectively).
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3:15 – 3:20

PROVOST'S REMARKS

REX RAMSIER

DISCUSSION	<p>The following was discussed:</p> <ol style="list-style-type: none"> 1. President Wilson is in Washington, D.C., meeting with donors and legislators. 2. The Voluntary Retirement Incentive Program (VRIP) for full time faculty is in full swing. Eligible employees have until March 20, 2018 to opt-in. UA will not know the full impact of the program until March 27, 2018. 3. Program reviews are still ongoing. A number of UC members are involved in a 24-member committee that is charged with the university-wide review of programs. The committee will be meeting four days over the next two weeks. Provost Ramsier appreciates their effort. 4. The idea of Five Star Fridays is gaining momentum. Volunteers for a small task force are needed to decide what we are going to do as an institution on Fridays to make it special and scheduled in an organized way. If interested in serving on this task force, let Provost Ramsier know.
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5. Open forums will be held with the Registrar to answer questions about scheduling classes in the Four-Day Core schedule. The schedule will be out soon.
6. Discovering Diversity Day went well.
7. An enrollment report was provided.
 - a. Applications and admits are down over this time last year.
 - b. However, UA is being more selective in the admission process this year, including deferring all local students that do not meet admission criteria to Wayne College. The team is spending a lot of time making admissions decisions on a case-by-case basis to ensure student success once on campus.
 - c. Confirmations are down over last year. Financial aid packages had not gone out at the time of the last report. The Provost expects the next report to show an uptick as the aid packages will have gone out.
 - d. The high school GPA of the incoming class is up over last year and ACT scores are up for confirmed students.
8. Visit days are coming up and the Provost encourages campus members to sign up to help.
9. The Provost answered a question about spring enrollment figures at the 15-day census. We were right on target for what was predicted.

3:40 – 4:00

COMMITTEE REPORTS

COMMITTEE CHAIRS

DISCUSSION

Budget and Finance:

- Have finished a review of the auxiliary budgets. Will share a proposal for an Athletics budget recommendation with the Faculty Senate Athletics Committee before holding a vote in UC. Will begin review of the fiscal year 2019 budget.

Communications:

- Met since last UC meeting. Will be looking at best practices for how universities engage a brand with constituent groups and how other universities use both outside agencies and internal staffing to engage a brand.

Information Technology:

- Met since last UC meeting. Spent time discussing 3 goals. The process of working with IT includes a lot of back and forth of information between the committee and IT. Right now they are waiting on feedback from IT related to their goals. The faculty laptop refresh is in process.

Institutional Advancement:

- Met since last UC meeting and discussed goals. Reviewed existing materials for scholarship administration and planning. Assigning committee work and examining how to communicate/market scholarship resources to campus.

Physical Environment:

- Discussing ongoing renovation plans around campus. Current emphasis of discussions is on maintenance of existing structures. In Simmons Hall, Military Services Center and Multicultural Development offices are in place. Adult Focus is successfully moved into Polsky. New market in Quaker Square area for students. A&S building had spaces completed for academic advisors. Future plans for renovation and space in discussion.

	<p>Student Engagement and Success:</p> <ul style="list-style-type: none"> • Has not met since last meeting. Did get request for LGBTQ populations and will invite Jolene Lane to a future meeting to discuss. <p>Recreation and Wellness:</p> <ul style="list-style-type: none"> • Has met since last UC meeting. Working through a Nutrition and Dietetics survey for food insecurity. Addressing resources for food insecurity through the Foodbank. Also noted that a pop-up food pantry across from the bowling alley in the Student Union will be in place soon. Will do in-depth report at the next UC meeting. <p>Ad-hoc Awards Committee:</p> <ul style="list-style-type: none"> • Has met several times since the last UC meeting. Have 49 nominations across all awards. Nominations are due by Feb. 28, 2018. Communication to nominees/nominators happening. Need a CPAC representative, 2-3 undergrads and a few graduate students to fill out awards decision sub-committees. <p>Ad-hoc Human Development Committee:</p> <ul style="list-style-type: none"> • Held initial meeting and given charge. Elected a chair and will meet again next week. <p>Ad-hoc Textbook Committee:</p> <ul style="list-style-type: none"> • Will meet with Provost Ramsier at next meeting to learn what is happening at the state level. <p>Ad-hoc Outreach Committee:</p> <ul style="list-style-type: none"> • Has met and will begin work on how to help with student recruitment effort.
4:00 – 4:00	NEW BUSINESS HARVEY STERNS
DISCUSSION	The meeting was adjourned at 4 p.m. by unanimous consent.