

University Council Steering Committee

MINUTES

APRIL 19, 2016

3 – 3:45 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, Isaac Lampner, Diane Raybuck, Harvey Sterns</p> <p>Absent with notice: Rex Ramsier</p> <p>Absent without notice: Brittne Paramore</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 correction to the March 15 Steering Committee minutes. There being none, the minutes were approved as distributed by unanimous consent. 	
3:05 – 3:30	UNFINISHED BUSINESS	HARVEY STERNS
DISCUSSION	<ol style="list-style-type: none"> We received the following annual reports. They will be posted to the UC website. Kim Haverkamp will send a reminder to the other committees. <ul style="list-style-type: none"> Institutional Advancement Committee Recreation and Wellness Committee Student Engagement and Success Committee We received new UC members for Chairs/School Directors. The other constituent groups have provided the following timeline for submitting members: <ul style="list-style-type: none"> Faculty Senate – after May 5 (on FS meeting agenda) CPAC – by April 29 SEAC – by April 22 GSG – will send shortly (just held elections) USG – after May 5 (when new officers take office) The UC bylaws response was sent to Dr. Scarborough and Mr. Pavloff on April 14. The Tobacco Free Policy recommendation was sent to Dr. Scarborough on April 15. The May 3 meeting notification will include a note to standing committee chairs to remind them to look at their committee’s area of responsibility and identify topics that should be addressed by their committee. 	

3:30 – 3:30	TOPIC SUBMISSIONS	HARVEY STERNS
DISCUSSION	There were none at this time	
3:30 – 3:45	NEW BUSINESS	HARVEY STERNS
Discussion	<p>1. University Council will use WebEx for summer meetings to allow members that are not on campus to participate via home computer, laptop or mobile device. Ruth Nine-Duff, Kim Haverkamp and Isaac Lampner will attend WebEx training.</p> <p>The summer meetings will be held in Leigh Hall 214 for WebEx. The attached UC meeting schedule for May - December 2016 will be sent to members with the May 3 meeting notification.</p> <p>2. The attached UC Annual Calendar for in-depth standing committee reports was reviewed and approved.</p> <p>The Steering Committee will ask the Student Engagement and Success committee to present an in-depth report at the May 3 UC meeting since they did not present in February.</p> <p>3. The agenda for the April 12 UC meeting was approved as revised by unanimous consent.</p> <p>The meeting was adjourned at 3.45 p.m. by unanimous consent.</p>	