University Council

MINUTES   JANUARY 14, 2014   3 – 4:10 PM

MEETING CALLED BY	Harvey Sterns, vice chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Harvey Sterns, vice chair and Suzanne Testerman, secretary
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Turner Anderson, Ricky Angeletti, Marissa Blewitt, Matt Bungard, Candace Campbell Jackson, David Cummins, Ted Curtis, Elizabeth Erickson, Ali Hajjafar, Mary Hardin, Wayne Hill, Nathan Kerr, John LaGuardia, Timothy Lillie, Nancy Marion, Chand Midha, Jim Sage, Cheryl Collins-Slusarczyk, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Monte Turner, Bill Viau, David Witt **Absent with notice:** Julie Burdick, Nancy Homa, Eileen Korey, Kristine Kraft, Stacey Moore, Diane Raybuck, Mike Sherman, Jim Tressel **Absent without notice:** Mark Dvorak **Other attendees:** Kim Haverkamp, Garrett Dowd

Agenda topics

3:00 – 3:05   CALL TO ORDER   HARVEY STERNS

DISCUSSION	The vice 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 vice chair asked for additions or corrections to the December 10 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent.

3:05 – 3:20   STEERING COMMITTEE REPORT   HARVEY STERNS

DISCUSSION	The vice chair read the attached Steering Committee report. UC members received the attached standing committee expectations. The following changes were made to the document and it will be emailed to standing committee chairs. • In the first sentence, it's was changed to its • On page 3, Athletics and recreation committee was changed to Recreation and wellness committee

3:20 – 3:20   UNFINISHED BUSINESS   HARVEY STERNS

DISCUSSION	There were none at this time.

DISCUSSION

Budget and Finance – VP Cummins addressed the questions raised at the December UC meeting about revenue generated by the facilities fee.

The facilities fee for undergraduate students is $18.55 per credit hour maximized at $222.60/term (12 hours). The amount generated in FY13 was $10 million and the estimate for FY14 is $9.5 million.

There will be a change in the way revenue will be allocated in FY14. In FY13 and prior, funds are allocated for debt services and operating expenses for the Student Recreation Center and the Student Union. Beginning in FY14, the revenue will be used for debt services for the Student Union, Student Recreation Center, Stile Field House and InfoCision Stadium. This change addressed a legal concern and generated General Fund savings in debt services. In exchange, General Fund is provided to the Student Union and Student Recreation Center for operations.

Communications – No report.

Information Technology:
1. The committee provided the attached response to an issue brief about internet connectivity: Internet Connectivity Issue Brief Response.

2. The committee acknowledges that there are networking issues on campus due to an increase in demand on an aging network. The demand has increased to 3 – 5 IP addresses per person. There will be a major upgrade to the wireless network within the next 12 – 18 months.

3. There is one Ethernet port in each dorm room. Over time, it is the intent to stop wiring buildings and make connectivity wireless so Ethernet ports are not needed. Students on the IT committee are providing input on the upgrade plan.

4. A subcommittee has been created to work with IT staff and the web team to create a webpage for laboratory information. Faculty and students will be able to find out if a lab is open, the type of equipment available in each lab and access a virtual lab when a lab is not available.

Physical Environment:
1. At the October UC meeting, the UC supported the MetroParks proposal of extending the Freedom Trail to the University Campus. The trail will touch campus on land that is owned by the foundation. The foundation approved the proposal and the project can move forward.

2. Solar panels are being installed on the Stile Field House. The project is 80% complete and the panels are already producing electricity. The panels should be fully operational by spring.

3. A question was raised about changing seating in Olin Hall from individual chairs with writing tables to stationary tables. Small group work will be difficult with this type of seating. VP Curtis explained that capitol planning does not dictate seating. The decision is made by a committee of the user group. VP Curtis offered to look into the matter.

Public Affairs and Development – No report.

Recreation and Wellness – No report.

Student Engagement and Success:
1. First time freshman applications for Fall 2014 have increased by 44% and the applicant pool quality is better than last year.

2. The committee thanked faculty for their participation at scholarship events.

3. Scholarship awards are now going to students with their admissions offer. Students will also receive a report listing all of their scholarships.

Talent Development and Human Resources – No report.

4:10 – 4:10	NEW BUSINESS	SUZANNE TESTERMAN

DISCUSSION

There was none at this time.

The meeting was adjourned at 4:10 p.m. by unanimous consent.

University Council

MINUTES   FEBRUARY 11, 2014   3 – 5 PM

MEETING CALLED BY	Stacey Moore, co-chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Harvey Sterns, vice-chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Turner Anderson, Ricky Angeletti, Marissa Blewitt, Matt Bungard, Candace Campbell Jackson, David Cummins, Mark Dvorak, Elizabeth Erickson, Ali Hajjafar, Mary Hardin, Nathan Kerr, Eileen Korey, John LaGuardia, Timothy Lillie, Nancy Marion, Chand Midha, Joshua Nagy, Diane Raybuck, Jim Sage, Mike Sherman, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Monte Turner, Bill Viau, David Witt **Absent with notice:** Julie Burdick, Ted Curtis, Wayne Hill, Kristine Kraft, Stacey Moore, Jim Tressel **Absent without notice:** Nancy Homa **Other attendees:** Kim Haverkamp, Chelsi King, Ralph Morrone, Chris Serio

Agenda topics

3:00 – 3:05	CALL TO ORDER	HARVEY STERNS

DISCUSSION	The co-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 co-chair asked for additions or corrections to the January 14 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent.

3:05 – 4:05	STEERING COMMITTEE REPORT	HARVEY STERNS

DISCUSSION	1. The vice chair read the attached February 5 BOT Strategic Issues Committee Report regarding UC bylaws. The following motion was made: The University Council would like the President to convey to the Board of Trustees that the revised submitted bylaws have been accepted by the Board of Trustees subject to changes proposed by the new President. The following amendments were made to the motion: The University Council would like the President to convey to the Board of Trustees that the University Council understanding is that the revised submitted bylaws have been accepted endorsed by the Board of Trustees subject to changes proposed by the new President and University Council will operate under those revised bylaws submitted to the Board of Trustees. **The motion carried by majority consent.**

	2. The vice chair read the attached Steering Committee report. Standing committee chairs were reminded of the February 28 goal submission deadline. 3. The 60+ program was discussed. If the 60+ program is an academic program, Faculty Senate should be informed of the topic.

4:05 – 4:05	UNFINISHED BUSINESS	HARVEY STERNS

DISCUSSION	There were none at this time.

4:05 – 4:45	STANDING COMMITTEE REPORTS	STANDING COMMITTEE CHAIRS

DISCUSSION	**Budget and Finance** – Vice President Cummins and the committee have discussed the process for developing the FY15 budget and are creating a timeline. The timeline will be shared with University Council. **Communications** – No report. **Information Technology** 1. The committee is continuing discussion about internet connectivity. The committee will be involved in the RFP process for the wired/wireless upgrade. 2. AirWatch has been chosen as the tool that will be used for mobile devise management to add security for university information on UA owned mobile devices. 3. Recommendations are in place for improving email storage for faculty and staff. 4. Windows XP is being unsupported as of April 2015. Users have been notified. **Physical Environment** – In response to the question raised at the Jan. 14 UC meeting about the type of furniture selected for upgrades, Ralph Morrone, Director of Engineering, Energy and Sustainability, discussed the attached UA Project Development & Communication Flow Chart. The chart shows how decisions are made for capital planning projects. Communications with the UC, UC Physical Environment committee, college/department committees, and end users (faculty/staff/students) have been included in the process. UC members provided feedback that will be taken back to the committee. **Public Affairs and Development** – No Report. **Recreation and Wellness** – No Report. **Student Engagement and Success** – The committee is continuing to work on yield initiatives for 2014. **Talent Development and Human Resources** – No Report.

4:45 – 5:00	NEW BUSINESS	HARVEY STERNS

DISCUSSION	USG Senate Chair Chris Serio and Senator Chelsi King discussed a USG Resolution for Tuition Guarantee. Attached is the Tuition Guarantee presentation. There was a motion to endorse the conceptual idea of a tuition guarantee for incoming students. **The motion carried by unanimous consent.** The meeting was adjourned at 5 p.m. by unanimous consent.

University Council

MINUTES   MARCH 11, 2014   3 – 5 PM

MEETING CALLED BY	Stacey Moore, co-chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, co-chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Turner Anderson, Ricky Angeletti, Matt Bungard, Julie Burdick, David Cummins, Ted Curtis, Elizabeth Erickson, Ali Hajjafar, Mary Hardin, Wayne Hill, Nancy Homa, John LaGuardia, Timothy Lillie, Nancy Marion, Chand Midha, Stacey Moore, Joshua Nagy, Diane Raybuck, Jim Sage, Christopher Serio, Mike Sherman, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Jim Tressel, Monte Turner, Bill Viau, **Absent with notice:** Candace Campbell Jackson, Nathan Kerr, Eileen Korey, Kristine Kraft, David Witt **Absent without notice:** Marissa Blewitt, Mark Dvorak **Other attendees:** Kim Haverkamp

Agenda topics

3:00 – 3:05   CALL TO ORDER   STACEY MOORE

DISCUSSION	The co-chair called the meeting to order. She asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. The co-chair asked for additions or corrections to the February 11 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent.

3:05 – 3:20   STEERING COMMITTEE REPORT   STACEY MOORE

DISCUSSION	1. The tuition guarantees motion from the February 11 UC meeting was sent to the Budget and Finance committee. 2. The UC bylaws motion from the February 11 UC meeting was sent to President Proenza. 3. A recommendation was made at the February 26 Steering Committee meeting to invite a parliamentarian to campus to present an overview on Roberts Rules to interested UC members.

	4. The Steering Committee is reviewing the 2012 UC Satisfaction Survey and plans to conduct a similar survey.
	5. A communication about University Council activities was in the March 4 E-mail Digest.

3:20 – 3:30	UNFINISHED BUSINESS	STACEY MOORE

DISCUSSION	There were none at this time.

3:30 – 4:20	STANDING COMMITTEE GOALS PRESENTATIONS	STANDING COMMITTEE CHAIRS

DISCUSSION

Budget and Finance Goals:
1. FY2015 Budget Development: Regular updates will be provided to the UC-Budget and Finance Committee and will be reported to the University Council. The Committee will have opportunities at every meeting to provide input on the process, ask questions regarding the process, and propose suggestions about priorities, while revisiting the proposed cuts for FY15, etc. A draft budget will be provided to the UC-Budget and Finance Committee, giving the Committee enough time to study the feasibility of the budget with respect to the revenue, determine the expected surplus or deficit caused by the suggested budget, and after a complete review submit to University Council its recommendations, and ultimately to the Board of Trustees for final approval.

2. Guaranteed Tuition: Per the presentation at the last University Council meeting, we were asked to develop an analysis of the fiscal impact of adopting a tuition guarantee. Ohio University intends to implement such a plan in the fall of 2015. An analysis and information has been gathered by the CFO of Ohio University and other counterparts. The UC-Budget and Finance Committee will review and analyze this matter with the intent of reporting back to University Council.

3. Open Forum Presentation: The UC-Budget and Finance Committee will prepare a forum discussing the current financial condition of the University measured by industry benchmarks and FY15 budget developments. The development presentation will address how the starting point was derived, the budget process and an update of the current state of the budget process. Metrics. The proposed forums will take place in late March or early April.

4. Summer Plateau: The UC-Budget and Finance Committee will assign a workgroup to develop an implementation plan for a pilot. The Committee would oversee that project with representation from the Committee. We should set a goal of having a fairly specific proposal for University Council before the end of the fiscal year.

Communications Goals:
1. With direction from all the constituencies that comprise the University community, continue to identify the best and most effective methods of communicating to those various groups

2. Once the best methods of communicating are identified, assist the University community in moving towards a method of communicating that encourages communication 'with' constituency groups rather than 'to' them, with the goal of a more robust and enriching collaboration across campus
3. Support the communication efforts related to the presidential transition

4. Help support and enhance general trust levels between academic and academic support units through improved communication

A recommendation was made to ask faculty to begin class with an announcements about campus activities.

Information Technology Goals:
1. Improve IT service awareness and satisfaction for Students, Faculty and Staff
   Metrics:
   - Update ITS web site that contains all services offered, who to call for services and current service status
   - Regular, published service satisfaction results, with trends

2. Work with Students, Faculty and Staff to identify appropriate new and existing technologies to enhance teaching, learning, persistence, graduation and research
   Metrics:
   - Completed IT Strategic Plan, reviewed by UC-IT Standing Committee
   - Documented, prioritized major project lists for HR, Finance, Student, Web, Academic, Research and Infrastructure Projects; reviewed by UC-IT Standing Committee
   - All major project RFPs and plans reviewed by UC-IT Standing Committee

3. Identify and track technologies that could disrupt our traditional higher education mode
   Metrics:
   - Annual report that explains technologies that could disrupt the University of Akron education delivery model, with technology tracking and adoption recommendations

4. Engage committee members to identify members of their respective constituencies that would be interested in participating on IT project teams
   Metrics:
   - Appropriate constituencies represented on all projects

Physical Environment Goals:
1. Monitor and make recommendations on an ongoing basis regarding:
   a. Campus planning and priorities
   b. Campus safety including buildings, grounds and transportation
   c. Use and assignment of university space, physical facilities and equipment
   Metrics:
   - These goals will be evaluated based on level of activity and sharing of information in each of the designated areas.

2. Conduct survey of classroom space quality in terms of equipment, capacity, furniture and physical condition
   Metrics:
   - The classroom survey will be evaluated based on successfully completing the survey and presenting to campus community.

A recommendation was made to think about accessibility when evaluating classroom space quality.

Public Affairs and Development Goals:
1. To improve donor support by software modernization

2. Enable Alumni and Development staff to increase donations

3. Identify long-term plans regarding Public Affairs and Development

Recreation and Wellness Goals:
1. Propose a campus wide wellness program:
   - Support development of true Wellness program to enhance campus lifestyles for all campus constituents
   - Work with human resources on incentives/cost savings for employee participation in wellness programming
   - Develop marketing and outreach campus wide for a Wellness Program
   - Promote recreational offerings for all campus constituents that fulfill wellness initiatives
   - Support and enhance recreational offerings for all students and employees

   These goals support Vision 2020 by bettering the life and health of our campus community and supporting fiscal responsibility through significant cost saving in healthcare benefits through a preventative approach to healthcare.

2. Promote additional funding for and participation in recreational activities:
   - Promote additional funding for recreational activities
   - Promote additional funding for intramural/club sports
   - Expand marketing for recreational outreach campus wide
   - Promote ongoing capital improvement of recreational facilities
   - Promote additional and improved intramural/club sport facilities

   These goals support students in their Akron Experience, a vital part of Vision 2020 and student success.

3. Short Term Goals:
   - Develop a wellness statement that encompasses and promotes wellness on campus
   - Create a policy for E-cigarette usage on campus
   - Create a policy for no smoking on campus
   - Promote ongoing capital improvements of recreational facilities

   These goals support Vision 2020 by enhancing the life and health of our campus community members and promoting student success.

There were no committee representatives at the meeting. The committee will be asked to present the goals for feedback at the April 8 UC meeting.

Student Engagement and Success Goals:
1. Increase Yield Rate from applicants to admits and from admits to confirms
   Metrics:
   - Maintain our recent yield rate which coupled with our much larger and broader applicant pool will result in an increase in new freshmen in 2014-2015. The first metric measurement will take place based on the 5.1.14 Confirmation Deadline. Realize increased percentage of Direct and College Ready Admits and decreased percentage of Emergent and Preparatory Admits among the entire Confirmation pool

2. Work with NSO Team to incorporate more of Greek Life and Student Involvement in NSO
    Metrics:
    - Inventory of activities for 2014 compared to 2013

3. Submit Proposal to UC for Campus Culture of "The Blue & Gold Promise" *new service model proposal to shift campus culture to respond to student problems/questions with an attitude of: "No matter the problem or question, I will help you resolve" and includes UA Pride Days every Friday whereby UA attire is encouraged*
    Metrics:
    - Written proposal submitted to UC for approval that includes e-survey instrument to be administered campus-wide; purpose will be to determine baseline and specific areas which need to be improved

Talent Development and Human Resources:
1. Workforce Planning: Conduct a comprehensive review of the University's workforce to assist in planning for future needs. Evaluate how planned changes in state retirement system might affect current employee's decision to retire/continue working. Evaluate options for program on individual retirement planning. In addition, evaluate possible alternatives that would allow employees to gradually reduce their workload prior to retirement.
    Metrics:
    - Complete evaluation and provide recommendations in 2014-2015 academic year

2. University Non-Discrimination Policy: Review current University of Akron non-discrimination policy to consider expanding covered categories
    Metrics:
    - Complete evaluation and recommendation by the end of the 2013-2014 academic year

3. Comprehensive Campus Health Program: Evaluate possible options/programs we can provide for our employees to encourage and promote a healthy lifestyle. A wide range of options will be considered to determine what the University can do to encourage employees to engage in positive activities. Conduct a survey of UA employees to identify current issues with UA program offerings and identify areas of interest for future consideration. In addition, review current best practices to see what other employers are doing to reduce premiums and health care costs for possible application at UA.
    Metrics:
    - Complete evaluation and recommendation by the end of the 2014-2015 academic year

Kim Haverkamp will send UC members the Standing Committee Goals.

4:20 – 4:30	NEW BUSINESS	STACEY MOORE

DISCUSSION

Matt Bungard discussed the attached proposed standing committee report calendar for UC meetings. One standing committee would provide an in-depth report on the progress of their goals on their designated month. Standing committees would continue to have the opportunity to submit recommendations and present brief activity reports at every meeting.

A comment was made that the Communications Committee and the Budget and Finance Committee is on the schedule twice.

UC members were asked to send feedback to the Steering Committee: Stacey Moore, staceyjm@uakron.edu; Harvey Sterns, sternsh@uakron.edu; Suzanne Testerman, smt@uakron.edu; Matt Bungard, mrb3@uakron.edu; Nate Kerr, nk36@zips.uakron.edu.

The Steering Committee will review feedback and submit a final proposal to the UC for endorsement.

The meeting was adjourned at 4 p.m. by unanimous consent.

University Council

MINUTES   APRIL 8, 2014   3 – 5 PM

MEETING CALLED BY	Stacey Moore, co-chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, co-chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Turner Anderson, Marissa Blewitt, Matt Bungard, Julie Burdick, Candace Campbell Jackson, David Cummins, Elizabeth Erickson, Ali Hajjafar, Mary Hardin, Wayne Hill, Nancy Homa, Nathan Kerr, Timothy Lillie, Nancy Marion, Chand Midha, Stacey Moore, Diane Raybuck, Christopher Serio, Mike Sherman, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Monte Turner, Bill Viau, David Witt **Absent with notice:** Ted Curtis, Eileen Korey, Kristine Kraft, John LaGuardia, Jim Sage, Jim Tressel **Absent without notice:** Ricky Angeletti, Mark Dvorak, Emily Fillmore, Joshua Nagy **Other attendees:** Kim Haverkamp

Agenda topics

3:00 – 3:05   CALL TO ORDER   STACEY MOORE

DISCUSSION	The co-chair called the meeting to order. She asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. The co-chair asked for additions or corrections to the March 11 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent.

3:05 – 3:20   STEERING COMMITTEE REPORT   STACEY MOORE

DISCUSSION	1. The Steering Committee is reviewing standing committee goals and will provide feedback to each committee. The feedback is for informational purposes. Standing committees will not need to resubmit goals. 2. The Steering Committee created a UC Standing Committee Report Calendar. Standing committees will have the opportunity to give a detailed report of their committee's activities during the designated month. The UC will be asked to endorse the calendar today. 3. The co-chair summarized the topic submissions from the March 26 UC Steering Committee meeting. A suggestion was made to send the topic submissions about Faculty Improvement Leave and the Bookstore to Faculty Senate.

	4. A UC Satisfaction Survey will be sent to members mid-late April. 5. The UC/Standing Committee combined meeting will be June 18, 3 – 4:30 p.m. in Student Union Ballroom A. A parliamentarian will be invited to provide an overview of Roberts Rules of Order for interested members. 6. The Steering Committee discussed canceling the August 26 UC meeting.	

3:20 – 3:30	UNFINISHED BUSINESS	STACEY MOORE

DISCUSSION	The Steering Committee presented a Proposed UC Annual Calendar for detailed standing committee reports. There was discussion about the intent of the calendar. A motion was made to endorse the UC Annual Calendar for detailed standing committee reports as presented. The following amendment was made to the last paragraph of the UC Annual Calendar document: Please note: The purpose of this agenda is ~~to provide an opportunity~~ for 1-2 standing committees ~~per month~~ to provide an in-depth report on the progress of their goals, beyond the required monthly committee report. ~~Standing committees would continue to have the opportunity to submit recommendations and present brief activity reports at every meeting.~~ **The motion to amend the calendar was carried by majority consent.** **The motion to endorse the amended calendar was carried by majority consent.** The UC Annual Calendar for detailed standing committee reports is attached.

3:30 – 4:20	STANDING COMMITTEE REPORTS	STANDING COMMITTEE CHAIRS

DISCUSSION	**Budget and Finance** 1. The committee reviewed a draft of the Budget Forums that will take place on April 15 and 17. There will be an update about the budget process at the forums. 2. They worked on the FY15 budget development. 3. They listened to two presentations regarding the student success scholarship and achieving distinction. A suggestion was made to have the budget forums at a larger location than Kolbe Hall's Daum Theatre. **Communications** The committee is developing three surveys to determine: 1. How quickly people receive campus communications. 2. The best day to send Zipmail to students (currently is sent on Friday) and how to reorganize Zipmail so events are easy to find. 3. How to reach students with surveys. They will look at incentives and the timing of surveys across campus so students are not overwhelmed.

Information Technology
1. The committee continues to discuss internet connectivity.
2. The committee reviewed a survey for faculty/staff and a survey for students regarding UA's wireless network.
3. The RFP for wireless consulting services is being finalized.
4. Airwatch has been installed and is being used to manage UA owned mobile devises.
5. The committee recommends that a joint sub-committee with members from UC-IT and Faculty Senate CCTC be formed in Fall 2015 to evaluate options and recommend a plan for the Fall 2016 faculty laptop refresh.

The committee chair requested that the UC Physical Environment committee include the UC Information Technology committee in discussions about classroom quality so they can help determine technology needs.

Physical Environment
1. The committee is in discussion with the interim dean of University Libraries about consolidating the Science Library into Bierce Library. There will be no change in services or collections. A feasibility study will be conducted.
2. The committee will review a survey regarding classroom quality before it is distributed to instructors. IT issues should be part of the survey.

Public Affairs and Development
The committee listened to a presentation about an information management software system that is currently used by the School of Law that would help the Alumni Association and the Department of Development track contacts with donors.

Recreation and Wellness
1. The committee is working with the Talent Development and Human Resources committee on wellness initiatives.
2. They are working on a Roo Walk that will raise awareness of the distance walked and calories burned between locations on campus.
3. They are discussing the possibility of flex start times and flex lunch times so employees can exercise.

A suggestion was made to review food options on campus, including vending machines, to provide the campus with more healthy alternatives.

Student Engagement and Success – No report

Talent Development and Human Resources
1. The committee is working with the Recreation and Wellness committee on wellness initiatives.
2. They are reviewing the University's non-discrimination policy and gathering data from other universities.

4:20 – 4:30	NEW BUSINESS	STACEY MOORE

DISCUSSION	The meeting was adjourned at 3:55 p.m. by unanimous consent.

University Council

MINUTES   MAY 13, 2014   3 – 4:30 PM

MEETING CALLED BY	Stacey Moore, co-chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, co-chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Turner Anderson, Stewart Blessing, Matt Bungard, David Cummins, Ted Curtis, Elizabeth Erickson, Ali Hajjafar, Mary Hardin, Wayne Hill, Nancy Homa, Chelsi King, Eileen Korey, Kristin Kroskey, Kristine Kraft, John LaGuardia, Timothy Lillie, Nancy Marion, Chand Midha, Stacey Moore, Nathan Mortimer, Diane Raybuck, Kathie Ruther, Mike Sherman, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Monte Turner, Bill Viau **Absent with notice:** Julie Burdick, Candace Campbell Jackson, **Absent without notice:** Ian Schwarber, Christopher Serio, **Other attendees:** Kim Haverkamp, Nathan Kerr

Agenda topics

3:00 – 3:05   CALL TO ORDER   STACEY MOORE

DISCUSSION	1. The co-chair called the meeting to order. She asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. 2. The co-chair asked for additions or corrections to the April 8 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent.

3:05 – 3:20   STEERING COMMITTEE REPORT   STACEY MOORE

DISCUSSION	1. The co-chair welcomed new members to the University Council. 2. The next in-depth standing committee report will be presented at the July 8 UC meeting by the Communications committee. Attached is the calendar for standing committee reports. 3. The co-chair reminded standing committee administrators to hold elections for chair, vice chair and secretary before the June 18 combined UC/Standing Committee meeting. Please send the election results to Kim Haverkamp, kh1@uakron.edu. 4. The UC website will be revised to make it easier to navigate.

5. The UC Satisfaction Survey went out on April 25. A report of the results will be sent to UC members.

6. The April 23 Steering Committee minutes are attached.

3:20 – 3:20	UNFINISHED BUSINESS	STACEY MOORE

DISCUSSION	There were none at this time.

3:20 – 3:30	IN-DEPTH STANDING COMMITTEE REPORT	KRIS KRAFT

| DISCUSSION | The chair of the Recreation and Wellness committee presented the attached report on the progress of their goals: Recreation and Wellness Report to UC.

The following suggestions were made by UC members:
- Ask the Recreation and Wellness committee to bring the wellness mission statement and plan to UC for endorsement.
- Have students help identify mileage on the walking trails as part of a class project.
- Tie the walking trials into the Metro Parks trail that will run through campus.
- JC Penney has sponsored par courses in the area in the past. Inquire about the possibility of sponsorship.
- Involve people with disabilities. The Office of Accessibility and Tim Lillie would be good consultants for this project. |
|---|---|

3:30 – 4:20	STANDING COMMITTEE REPORTS	STANDING COMMITTEE CHAIRS

| DISCUSSION | **Budget and Finance**
The committee reviewed and endorsed the proposed FY-15 Operating Budget. The chair of the Budget and Finance committee presented the attached summary and proposed the following resolution:

Whereas, the University Council Budget & Finance Committee has reviewed, discussed, and deliberated the proposed FY-15 Operating Budget; and

Whereas, the ability of the institution to deliver academic programs and provide appropriate support services have been taken into consideration; and

Whereas, the deliberations of the University Council Budget & Finance Committee produces a balanced budget,

NOW THEREFORE BE IT RESOLVED, that the University Council supports the recommendation of the Budget & Finance Committee as reflected in the attached table.

The resolution to support the proposed FY-15 Operating Budget carried by a secret ballot vote of 27 in favor and 1opposed.

Provost Sherman thanked the committee for their hard work. |
|---|---|

Communications – No report.

Information Technology
The committee welcomes Nathan Mortimer as their new administrator for support. Networking is a high priority for the committee. The network survey was distributed to faculty, staff and students and there is a 25% response rate. The committee will review the survey results at the next meeting and provide feedback to the Assistant Vice President for Computer Operations.

Physical Environment
The committee reviewed the classroom evaluation survey. It will be distributed to individual faculty members who taught class in the spring and to the campus community through The Digest.

Public Affairs and Development
The committee continues to discuss an information management software system that would help the Alumni Association and the Department of Development track contacts with donors.

Student Engagement and Success
The committee reviewed, provided feedback and endorsed the Retention and Completion Plan. The committee will bring the plan to the June 18 combined UC/Standing Committee meeting for endorsement.

Talent Development and Human Resources
The committee continues to work on their goals. They are also working with the Recreation and Wellness committee on wellness programs.

4:20 – 4:30	NEW BUSINESS	STACEY MOORE

DISCUSSION	1. The Steering Committee suggested staggering the terms of office for Steering Committee members. Terms of office are two years. An amendment to the bylaws is necessary to make a one-time change to the term of office in order to stagger the terms. The Steering Committee will propose a bylaws amendment at the June 18 combined UC/Standing Committee meeting. 2. The election for Steering Committee members will take place at the June 18 combined UC/Standing Committee meeting. An overview of the election process will be sent to UC members prior to the June meeting. The meeting was adjourned at 4:30 p.m. by unanimous consent.

University Council

MINUTES   JUNE 18, 2014   3 – 5 PM

MEETING CALLED BY	Stacey Moore, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Turner Anderson, Stewart Blessing, Matt Bungard, James Durbin, Ali Hajjafar, Mary Hardin, Wayne Hill, Nancy Homa, Chelsi King, Kristin Koskey, Kristine Kraft, Timothy Lillie, Chand Midha, Stacey Moore, Diane Raybuck, Kathie Ruther, Mike Sherman, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Monte Turner, Bill Viau **Absent with notice:** Candace Campbell Jackson, David Cummins, Ted Curtis, Elizabeth Erickson, Eileen Korey, John LaGuardia, Nathan Mortimer **Absent without notice:** Nancy Marion, Ian Schwarber **Other attendees:** Kim Haverkamp

Agenda topics

3:00 – 3:05   CALL TO ORDER   STACEY MOORE

DISCUSSION	1. The chair called the meeting to order. She 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 corrections to the May 13 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent.

3:05 – 3:20   STEERING COMMITTEE REPORT & UC OVERVIEW   STACEY MOORE

DISCUSSION	1. The chair welcomed new members to the University Council and standing committees. 2. The chair reviewed the May 28 Steering Committee minutes. 3. The chair presented an Overview of University Council and discussed how the UC operates. 4. A handout on Parliamentary Procedure was distributed.

3:20 – 3:20	UNFINISHED BUSINESS	STACEY MOORE

DISCUSSION	There were no items at this time.

3:20 – 4:10	ELECTION FOR UC STEERING COMMITTEE	STACEY MOORE

DISCUSSION	UC Steering Committee members must be a member of faculty Senate, CPAC, SEAC, USG or GSG. 1. The chair read the duties for the chair position and asked for nominations. Nominees made a statement of intent. **Councilor Moore was elected chair** by a secret ballot vote. Election results: • Stacey Moore, 14 • Matt Bungard, 8 2. The chair read the duties for the vice chair position and asked for nominations. Nominees made a statement of intent. **Councilor Sterns was elected vice chair** by a secret ballot vote. Election results: • Harvey Sterns, 8 • Suzanne Testerman, 7 • Turner Anderson, 7 3. The chair read the duties for the secretary position and asked for nominations. Councilor Anderson withdrew his nomination. There was a motion to waive the voting process because there was one nominee. The motion carried by unanimous consent. **Councilor Testerman was elected secretary** by abstention. Election results: • Suzanne Testerman • Turner Anderson, withdrew nomination There will be five additional members to the steering committee. One member from each constituency group (Faculty Senate, CPAC, SEAC, USG and GSG) will be elected by the constituency's elected/selected representatives to UC from amongst themselves (University Council Bylaws, Nov. 12, 2013: D(7)(a)(ii), page 4). The following is a list of eligible members: Faculty Senate Representatives: • Elizabeth Erickson • Tim Lillie • Kristin Koskey CPAC Representatives: • Stacey Moore • Diane Raybuck • Suzanne Testerman

SEAC Representatives:
- Matt Bungard
- Nancy Homa
- Kathie Ruther

USG Representatives:
- Turner Anderson
- Chelsi King
- TBD

GSG Representatives:
- Steward Blessing
- Ian Schwarber
- TBD

The constituency groups will elect/select one member to the Steering Committee after the UC meeting and inform Kim Haverkamp and Suzanne Testerman.

| 4:10 – 5:00 | STANDING COMMITTEE REPORTS | STANDING COMMITTEE CHAIRS |

DISCUSSION

Budget and Finance
The committee continued to work on balancing the budget. The budget was approved at the June BOT meeting.

Communications
The committee reviewed the purpose of the committee and held officer elections.

Information Technology
Sustainability of the network continues to be a priority for the committee. UA has tripled the amount of purchased bandwidth required for campus. Each person required three IP addresses. The network of 2006 is not able to sustain the current use. Network Services is evaluating the current network inventory. The committee has asked for the opportunity to review the plan and bring recommendations/endorsement to Network Services and to the UC.

Physical Environment
1. The committee chair encouraged everyone to complete the classroom survey for rooms in which they are teaching. The survey is a direct result of a request from the UC.
2. They are reviewing issues regarding the Science Library consolidation. Faculty Senate will look at issues concerning the academic side. The committee will tour the Science Library.
3. The committee will tour the final layout of the College of Education offices at Central Hower. The office space is temporary until the Zook Hall renovation is complete.

Public Affairs & Development – No report.

Recreation & Wellness
The committee continues to work with the Talent Development and Human Resources committee on wellness programs.

Student Engagement & Success
1. The committee held officer elections and continues to work on their goals to address service standards. They are developing key studies from schools of higher education and corporate models.

2. The chair proposed the following Retention and Completion Plan resolution:

> Whereas a plan for student success has been developed by a Student Success Steering Team that was created following a University Council and Faculty Senate-sponsored Summit on Student Success in fall, 2013; and,

> Whereas The University of Akron is required to submit to the Chancellor a Board of Trustees endorsed Retention and Completion Plan that links to Complete College Ohio; and,

> Whereas the Student Success Committee of the University Council and other groups have provided input as the plan was developed; and,

> Whereas the Student Success Committee recommends that the University Council endorse the proposed plan; and,

> Whereas in doing so, the University Council also requests endorsement of said plan by the Faculty Senate Executive Committee; now

> Therefore, let the record show that such action was taken by the University Council at its meeting on June 18, 2014.

There was a motion to postpone consideration of this resolution in its entirety by UC until Faculty Senate has had the opportunity to review.
The motion failed by a secret ballot vote of 10 opposed and 10 in favor.

There was a motion to postpone deliberation on this resolution until the July 8 UC meeting.
The motion carried by a secret ballot vote of 13 in favor and 7 opposed.

Talent Development and Human Resources
The committee elected a new chair, Elizabeth Erickson, and continues to work with the Recreation and Wellness committee on wellness programs.

4:20 – 5:00	NEW BUSINESS	STACEY MOORE

DISCUSSION	There were no items at this time. The meeting was adjourned at 5 p.m. by unanimous consent.

University Council

MINUTES   JULY 8, 2014   3 – 4:30 PM

MEETING CALLED BY	Stacey Moore, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Harvey Sterns, vice chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Stewart Blessing, Matt Bungard, David Cummins, Ted Curtis, Elizabeth Erickson, Wayne Hill, Chelsi King, Eileen Korey, Kristine Kraft, Nancy Marion, Chand Midha, Nathan Mortimer, Kathie Ruther, Mike Sherman, Harvey Sterns, Suzanne Testerman, Monte Turner, Bill Viau **Absent with notice:** Candace Campbell Jackson, Ali Hajjafar, Nancy Homa, Kristin Koskey, John LaGuardia, Timothy Lillie, Stacey Moore **Absent without notice:** Turner Anderson, James Durbin, Mary Hardin, Diane Raybuck, Ian Schwarber, Lauri Thorpe **Other attendees:** Kim Haverkamp

Agenda topics

3:00 – 3:05   CALL TO ORDER   HARVEY STERNS

DISCUSSION	1. The vice chair called the meeting to order. He asked for additions to the agenda. The topic Hire/Rehire was added to unfinished business. The agenda was approved by unanimous consent. 2. The vice chair asked for additions or corrections to the June 18 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent. Motion to adopt minutes as distributed.

3:05 – 3:15   STEERING COMMITTEE REPORT   HARVEY STERNS

DISCUSSION	The vice chair read the attached June 25 UC Steering Committee Report prepared by the chair.

3:15 – 3:50   UNFINISHED BUSINESS   HARVEY STERNS

DISCUSSION	1. Retention and completion plan resolution: The vice chair informed the UC that there would not be a vote on the Student Engagement and Success (SEAS) committee motion to endorse the retention and completion plan. The SEAS committee is reviewing revisions made to the document based on additional feedback. 2. Jim Williams, a local parliamentarian, answered UC member's questions about parliamentary procedure. Attached are the Parliamentary Procedure handout and the Parliamentary Procedure Q&A.

	3. The vice chair asked that a motion be made to ask the Talent Development and Human Resources committee to look into the Retire/Rehire topic. No motion was made.

3:50 – 4:15	IN-DEPTH STANDING COMMITTEE REPORT	EILEEN KOREY/WAYNE HILL

| DISCUSSION | The administrators for support of the Communications committee presented the attached report on the progress of their goals: Communications report to UC.

They also discussed changes to the President's webpage making it more contemporary, dynamic and conducive to building followers and creating a new social community (http://www.uakron.edu/president/). |
|---|---|

3:30 – 4:20	STANDING COMMITTEE REPORTS	STANDING COMMITTEE CHAIRS

| DISCUSSION | **Budget and Finance** – No report.

Information Technology – No report.

Physical Environment: The administrator for support presented the attached John Heisman Statue PowerPoint.

    A motion was made to support the erection of a John Heisman Statue at the Exchange Street location.
    The motion carried by unanimous consent.

Public Affairs and Development – No report.

Recreation and Wellness – No report.

Student Engagement and Success – Nor report.

Talent Development and Human Resources – No report. |
|---|---|

4:20 – 4:30	NEW BUSINESS	HARVEY STERNS

| DISCUSSION | 1. UC Satisfaction Survey Report: See attached June 25 UC Steering Committee Report (Section C: New Business).

2. Standing Committee Expectations: See attached June 25 UC Steering Committee Report (Section C: New Business).

The meeting was adjourned at 4:25 p.m. by unanimous consent. |
|---|---|

University Council

MINUTES   AUGUST 26, 2014   3 – 4:35 PM

MEETING CALLED BY	Stacey Moore, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Turner Anderson, Stewart Blessing, Matt Bungard, Candace Campbell Jackson, David Cummins, Ted Curtis, James Durbin, Elizabeth Erickson, Ali Hajjafar, Mary Hardin, Wayne Hill, Nancy Homa, Chelsi King, Timothy Lillie, Nancy Marion, Chand Midha, Stacey Moore, Nathan Mortimer, Diane Raybuck, Ian Schwarber, Mike Sherman, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Monte Turner, Bill Viau **Absent with notice:** Eileen Korey, Kristine Kraft **Absent without notice:** Kristin Koskey, John LaGuardia, Kathie Ruther **Other attendees:** Kim Haverkamp, Sean Fuller

Agenda topics

3:00 – 3:05   **CALL TO ORDER**   STACEY MOORE

DISCUSSION	1. The co-chair called the meeting to order. She asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. 2. The co-chair asked for additions or corrections to the July 8 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent. 3. President Scarborough attended the meeting and addressed the Council. The following is a summary of his remarks: • He is meeting people in the community and they are excited about the momentum the University has built • He is getting to know the people that report to him and adjusting the organizational structure to better serve the University • He is learning about the overall state of the University's finances • He is delighted to be at The University of Akron

3:05 – 3:15   **STEERING COMMITTEE REPORT**   SUZANNE TESTERMAN

DISCUSSION	1. The secretary reviewed the July 23 UC Steering Committee minutes. 2. Suzanne Testerman volunteered to serve on the IdeaExchange Operational Board on behalf of University Council. IdeaExchange@UAkron (http://ideaexchange.uakron.edu/) is an open access publication and research dissemination service for faculty, staff, and students. The goal of the service is to provide broad, perpetual access to the intellectual output of The University of Akron.

	3. In response to feedback from University Council, the Student Retention and Completion plan is being revised. A new draft will go to the Student Engagement and Success committee for review and their recommendation is expected to come to UC in September or October.

3:15 – 3:15   UNFINISHED BUSINESS   STACEY MOORE

DISCUSSION	There were none at this time.

3:15 – 3:30   IN-DEPTH STANDING COMMITTEE REPORT   JAMES DURBIN

DISCUSSION	The chair of the Talent Development and Human Resources committee presented the attached report on the progress of their goals: TDHR report to UC.

3:30 – 4:30   STANDING COMMITTEE REPORTS   STANDING COMMITTEE CHAIRS

DISCUSSION	The UC chair reminded standing committee chairs and administrators for support of the following: • Please report the progress of standing committee goals at the monthly UC meetings • Please send your standing committee meeting schedule to Suzanne Testerman, smt@uakron.edu. **Budget and Finance** The administrator for support presented the attached response regarding the Tuition Guarantee motion from USG: Tuition Guarantee Response PowerPoint. The motion was referred to the committee for analysis. The committee looked at the proposal in terms of scenarios. The committee does not recommend moving forward with this proposal based on the demographics of our students, UA's retention rate and the policy reasons described in the presentation. **Communications** The committee is working on ways to get the message out to campus about the recently formed Sexual Assault Response Team (SART). As part of the Title IX education program, all incoming students have taken an interactive, online learning module called *Think About It*, which provides students with additional tools they can use to make informed decisions about sex, drugs, alcohol, relationships and other issues they may face during their first months in college. **Information Technology** 1. The committee is working on setting long-term goals. 2. Some members of the UC IT committee are on the Chief Technology Officer search committee. 3. The wireless upgrade is currently underway at the Student Union and Bierce Library. 4. Verizon Wireless has proposed installing antennas around campus at no cost to the University to improve service because 65% of the campus communities are Verizon customers. **Physical Environment** The committee helped facilitate a discussion between the College of Education dean and the faculty regarding the design of the interim office space at Central Hower. The space includes 16 private offices and 80 cubical spaces with 4' partitions.

Public Affairs & Development – No report.

Recreation and Wellness – No Report.

Student Engagement & Success
1. The committee will be working on the student experience model. The new draft of the Retention and Completion Plan will explain the student experience and the Akron experience.

2. The chair of the SEAS committee thanked UC members and their colleagues for everyone's involvement in recruitment, enrollment and retention. She summarized President Scarborough's message to campus: Welcoming a new class of Zips.

4:30 – 4:35	NEW BUSINESS	MIKE SHERMAN

DISCUSSION	Provost Sherman welcomed UC members back to a great academic year. Many faculty, staff and students came together to recruit, retain and support student success demonstrating what a shared common interest can do for an institution. He thanked UC member for their great work. The meeting was adjourned at 4:35 p.m. by unanimous consent.

University Council

MINUTES   SEPTEMBER 9, 2014   3:07 – 4:30 PM

MEETING CALLED BY	Stacey Moore, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Members:** Turner Anderson, Stewart Blessing, Matt Bungard, David Cummins, Ted Curtis, James Durbin, Elizabeth Erickson, Ali Hajjafar, Mary Hardin, Wayne Hill, Nancy Homa, Eileen Korey, Kristin Koskey, Kristine Kraft, John LaGuardia, Timothy Lillie, Nancy Marion, Chand Midha, Stacey Moore, Nathan Mortimer, Diane Raybuck, Kathie Ruther, Mike Sherman, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Monte Turner, Bill Viau **Absent with notice:** Candace Campbell Jackson, Chelsi King **Absent without notice:** Ian Schwarber **Other attendees:** Kim Haverkamp

Agenda topics

3:07 – 3:10   CALL TO ORDER   STACEY MOORE

DISCUSSION	1. The chair called the meeting to order. She asked for additions to the agenda. The topic UC Meeting Transcription was added to new business. The agenda was approved by unanimous consent. 2. The chair asked for additions or corrections to the August 26 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent.

3:10 – 3:25   STEERING COMMITTEE REPORT   STACEY MOORE

DISCUSSION	1. The chair reviewed the August 27 UC Steering Committee minutes. 2. Lauri Thorpe was appointed administrator for support to the Student Engagement and Success committee. The committee will elect a new chair. 3. Census numbers are in and you will receive specific data soon. Retention is up, enrollment is holding strong and we are celebrating a very prepared incoming class. 4. There will be an HLC focus visit on shared governance in February. Stacey Moore, Harvey Sterns and Turner Anderson are representatng University Council on the writing team. 5. In response to the Physical Environment report at the August 26 UC meeting, Provost Sherman and Vice President Curtis visited Central Hower and actions are being taken to adjust the work space for the College of Education.

	6. The Retention and Completion Plan is under review and it is expected to come to the UC in October.

3:25 – 3:25	**UNFINISHED BUSINESS**	STACEY MOORE

DISCUSSION	There were none at this time.

3:25 – 4:05	**IN-DEPTH STANDING COMMITTEE REPORT**	HARVEY STERNS

DISCUSSION	1. The chair of the Physical Environment committee presented the attached report on the progress of their goals: Physical Environment PowerPoint. The following is a summary of the PowerPoint: • Slide 2 shows the process for project development and communications. Space is designed for the user and the process depends on advice from the College and the Department (see column circled in blue). The UC Physical Environment committee reviews projects and brings them to the UC. • Slide 3 summarizes the types of projects for which the committee will make recommendations. The committee needs to determine the best method for providing input within the process. • Slide 4 is an update on the survey regarding classroom quality. 2. List of Capital Planning projects: Receiving state funding: • Electrical infrastructure loops that provide more than one feed to various buildings • ASEC exterior façade and lower roof replacements • Research lab renovations • General lab renovations • Central Hower infrastructure • Law school building renovations Receiving supplemental state funding: • EJ Thomas Hall infrastructure improvements Other projects underway: • Zook Hall renovations • Buckingham building • Performance based contracting, including environmental friendly materials, lighting, and money saving equipment and procedures coming to campus • MetroParks Freedom Trail • Ballet Center • Martin Fountain next to Bierce Library is scheduled to be completed this week • Master Guide Plan and rehabilitation of older buildings along Buchtel Common will prepare for the future academic way • Police Headquarters consolidation and possible relocation south of Exchange Street • University Square

	3. In response to a topic submission, the committee has completed a study regarding the traffic conditions on the road that runs from Carroll Street to Exchange Street between the Shrank, Exchange and South parking decks. Recommendations based on the survey results will be brought to the UC. 4. A recommendation was made to weed the pathway between CAS and Olin Hall. The Steering Committee will discuss this topic at the September 23 UC Steering Committee meeting. **The Student Engagement and Success committee and the Budget and Finance committee are scheduled to provide in-depth reports at the October 14 UC meeting.**

4:05 – 4:07 STANDING COMMITTEE REPORTS STANDING COMMITTEE CHAIRS

DISCUSSION	**Budget and Finance** – No report **Communications** – No report **Information Technology** – No report **Public Affairs and Development** – No report **Recreation and Wellness:** 1. The committee provided an executive summary of wellness programs to the Talent Development and Human Resources committee for feedback. 2. UA was approached by the Consortium for Building Healthy Academic Communities (BHAC) to become a founding member. The committee is researching reviewing the request. **Student Engagement and Success** – No report **Talent Development and Human Resources** – No report

4:07 – 4:30 NEW BUSINESS STACEY MOORE

DISCUSSION	The following motion was proposed and seconded: A resolution to transcribe University Council meetings verbatim and to use such transcripts for preparing minutes of each meeting. Resolved, That the University Council Steering Committee ensure that future meetings of the University Council meetings be transcribed verbatim, that such transcriptions be available online through the University Council web site and the University Council SharePoint site and that the transcript be used as the basis for the minutes of each meeting that are prepared by the Secretary. **The motion was defeated** by a secret ballot vote of 16 opposed and 12 in favor. The meeting was adjourned at 4:30 p.m. by unanimous consent.

University Council

MINUTES OCTOBER 14, 2014 3 – 5 PM

MEETING CALLED BY	Stacey Moore, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Turner Anderson, Stewart Blessing, Matt Bungard, Candace Campbell Jackson, James Durbin, Elizabeth Erickson, Ali Hajjafar, Mary Hardin, Wayne Hill, Chelsi King, Eileen Korey, Kristin Koskey, Kristine Kraft, John LaGuardia, Paul Levy, Timothy Lillie, Nancy Marion, Chand Midha, Stacey Moore, Diane Raybuck, Kathie Ruther, Ian Schwarber, Mike Sherman, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Monte Turner, Bill Viau **Absent with notice:** Ted Curtis, Nancy Homa, Nathan Mortimer **Other attendees:** Sabrina Andrews, Dorothy Gruich, Kim Haverkamp, Scott Scarborough

Agenda topics

3:00 – 3:15	CALL TO ORDER	STACEY MOORE

DISCUSSION	1. The chair called the meeting to order. She asked for additions to the agenda. The topic Athletics Fee was added to New Business. 2. The chair asked for additions or corrections to the September 9 University Council (UC) minutes. The vote results of the resolution to transcribe UC meetings will be changed from percentages to numbers. 3. President Scarborough discussed the following topics: • He asked the BOT Strategic Issues Committee to place the UC bylaws on the agenda for their next meeting. • He is reviewing financial statements for UA, UA Foundation and Research Foundation and will share his conclusions when the financial review is complete. • Over the next 90 days, he will focus on learning the institution at the college level. He will work with each college to develop a college strategic plan, to resource the plan and to put a structure in place to implement the plan. He will have two leadership meetings and a faculty meeting with each college by the end of the academic term. College meetings have already begun.

3:15 – 3:25 STEERING COMMITTEE REPORT HARVEY STERNS

DISCUSSION	1. The vice chair reviewed the September 23 UC Steering Committee minutes.
	2. A student is organizing a campus cleanup day in collaboration with the Physical Facilities Grounds Department.
	3. Stacey Moore and Harvey Sterns are writing the governance document for the HLC report.

3:25 – 3:50 UNFINISHED BUSINESS STACEY MOORE

DISCUSSION	The Student Engagement and Success Committee reviewed the attached Completion Plan several times and provided feedback to the Student Success Steering Team. Bill Rich, Faculty Senate Chair, reviewed the plan to ensure that nothing in the content required Faculty Senate approval.
	The following motion to endorse the completion plan was made:
	Whereas a plan for student success has been developed by a Student Success Steering Team that was created following a University Council and Faculty Senate-sponsored Summit on Student Success in fall, 2013; and,
	Whereas The University of Akron is required to submit to the Chancellor a Board of Trustees endorsed Completion Plan that links to Complete College Ohio; and,
	Whereas the Student Success Committee of the University Council and other groups have provided input as the plan was developed; and,
	Whereas the Chair of the Faculty Senate has reviewed the plan and provided feedback to ensure that nothing in the content requires faculty senate approval; and,
	Whereas the Student Success Committee recommends that the University Council endorse the proposed plan; now,
	Therefore, let the record show that such action was taken by the University Council at its meeting on October 14, 2014.
	The following motion to amend paragraph 5 was made:
	Whereas the Student Success Committee recommends that the University Council endorse the proposed plan as presented in the October 14th, 2014 University Council Meeting; now,
	The motion to amend paragraph 5 carried by a secret ballot vote of 23 in favor and 0 opposed.
	The motion to accept the resolution as amended to endorse the completion plan carried by a secret ballot vote of 22 in favor and 0 opposed.

3:50 – 4:30	IN-DEPTH STANDING COMMITTEE REPORT	LAURI THORPE ALI HAJJAFAR
DISCUSSION	1. The Appointed Administrator for Support of the Student Engagement and Success Committee presented the attached report: [SEAS Undergraduate Enrollment Report](). The following are points of interest: • There are fewer 18 year olds in the state of Ohio. • More than 3000 students applied for admission via cell phone. • Finish In Time Initiative (slides 23 and 25). There was a request to see the raw data for slide 22. 2. The chair of the Budget and Finance Committee presented the attached report on the progress of their goals: [Budget and Finance Report]().	

4:30 – 4:55	STANDING COMMITTEE REPORTS	STANDING COMMITTEE CHAIRS
DISCUSSION	**Communications** – No report. **Information Technology** – No report. **Physical Environment** The following motion to endorse a smoke free, tobacco free, e-cigarette free campus was made: In order to promote health and wellness, the University Council recommends that The University of Akron become a smoke free, tobacco free, e-cigarette free campus. A motion was made to send the original motion to endorse a smoke free, tobacco free, e-cigarette free campus back to the Physical Environment committee to gather data. **The motion carried** by a secret ballot vote of 11 in favor and 6 opposed. USG did extensive polling on this issue three years ago and will provide the data to the Physical Environment Committee. **Public Affairs and Development** – No report. **Recreation and Wellness** – No report. **Talent Development and Human Resources:** 1. The following motion was made to endorse the proposal to expand two existing University Rules about affirmative action: The Talent Development and Human Resources Committee approved the proposal to expand two existing University rules: 3359-20-01 – Institutional mission and goals, affirmative action statement and 3359-38-01 – Affirmative action policy and program. These changes are based on the July 29, 2014 Executive Order making it illegal for federal government contractors to discriminate on the basis of sexual orientation, gender identity and expression. **The motion to endorse carried** by a secret ballot vote of 17 in favor and 1 opposed.	

2. The following motion was made to endorse the Business Strategy Proposal for the Nursing Center Employee Health Clinic:

> The Talent Development and Human Resources Committee endorsed the Business Strategy Proposal for the Nursing Center Employee Health Clinic noting that the clinic should first focus on episodic care and full time employees covered under our health insurance plan. It is our hope that the Clinic pursues a plan for longer term expansion to include part-time employees and other insurance carriers.

> **The motion to endorse carried** by a secret ballot vote of 17 in favor and 1 opposed.

3. The committee discussed the attached Interim Report on Retirement/Succession Planning.

   The following are points of interest:
   - Changes in several Ohio retirement plans will affect faculty, staff and contract professionals between 2015 and 2017.
   - There seems to be a lack of planning among the state universities in Ohio.
   - Data from Human Resources suggest that over 200 faculty could be considering retiring.
   - The TDHR Committee suggests that departments look at a three-year transition plan to replace full-time tenure-track or tenured faculty.

   The TDHR Committee would like the University Council to forward the information to all constituencies and encourage feedback to the committee as it continues to develop a final report.

   It was pointed out that contract professionals will also be affected by the STRS changes in 2015.

4:55 – 5:00	NEW BUSINESS	STACEY MOORE

DISCUSSION	USG is planning to bring a motion to UC to consolidate all fees whose aim is to enhance the athletics program into their own separate Athletics Fee. There was a motion to postpone consideration of the Athletics Fee motion to the November 11 UC meeting. **The motion to postpone carried** by unanimous consent. USG will provide UC members with data in preparation for the vote at the November 11 UC meeting. A suggestion was made to include a breakdown of all fees. The meeting was adjourned at 5 p.m. by unanimous consent.

University Council

MINUTES   NOVEMBER 18, 2014   3 – 5 PM

MEETING CALLED BY	Stacey Moore, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Stacey Moore, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Turner Anderson, Stewart Blessing, Matt Bungard, James Durbin, Elizabeth Erickson, Ali Hajjafar, Mary Hardin, Wayne Hill, Nancy Homa, Chelsi King, Eileen Korey, Kristin Koskey, Kristine Kraft, John LaGuardia, Paul Levy, Nancy Marion, Chand Midha, Stacey Moore, Nathan Mortimer, Diane Raybuck, Kathie Ruther, Ian Schwarber, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Monte Turner, Bill Viau **Absent with notice:** Candace Campbell Jackson, Ted Curtis, Mike Sherman **Absent without notice:** Timothy Lillie **Other attendees:** Stacey Adams, Marc Haas, Kim Haverkamp, Chris Henderson, Alma Olson

Agenda topics

3:00 – 3:05	CALL TO ORDER	STACEY MOORE

DISCUSSION	1. The chair called the meeting to order. She 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 corrections to the October 14 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent.

3:05 – 3:20	STEERING COMMITTEE REPORT	STACEY MOORE

DISCUSSION	1. The chair reviewed the October 21 UC Steering Committee minutes. 2. The UC report for the HLC spring focused visit on governance and assessment was submitted to Vice Provost Rex Ramsier. The UC report has been incorporated into the HLC report document and will be sent to the campus community for review. 3. The chair reminded standing committees to post meeting documents to the UC SharePoint site in a timely manner and to submit their meeting schedule to Suzanne Testerman, smt@uakron.edu. 4. In response to the 2013-2014 UC Satisfaction Survey, Ian Schwarber and Suzanne Testerman are developing an orientation for new members.

DISCUSSION	USG provided UC members with the attached USG Athletics Fee Rationale in response to a request for data at the October 14 UC meeting. The following motion was made: Resolution to recommend that the University of Akron's Board of Trustees institute a new "athletics fee" to consolidate all funds which aim to enhance the university's intercollegiate athletics program. There was a motion to refer to the UC Budget and Finance Committee **The motion to refer was defeated** by a secret ballot vote of 20 opposed and 6 in favor. The following amendment was made: To enhance the transparency of student fees, University Council ~~Resolution to~~ recommends that the University of Akron's Board of Trustees ~~institute a new "athletics fee" to~~ consolidate all funds which aim to enhance the university's intercollegiate athletics program into a separately specified Athletics Fee. **The motion to amend carried** by a secret ballot vote of 25 in favor and 1 opposed. The following amendment was made: To enhance the transparency of student fees, University Council recommends that the University of Akron's Board of Trustees consolidate all student fees ~~funds~~ which aim to enhance the university's intercollegiate athletics program into a separately specified Athletics Fee. **The motion to amend carried** by a secret ballot vote of 18 in favor and 8 opposed. **The motion to support the resolution as amended carried** by a secret ballot vote of 14 in favor and 12 opposed.

3:50 – 4:20   IN-DEPTH STANDING COMMITTEE REPORT   JOHN LAGUARDIA

DISCUSSION	The Appointed Administrator for Support of the Public Affairs and Development Committee and Willy Kollman, Associate Director of Alumni and Government Relations, presented the attached report: Public Affairs and Development Report to UC. The chair reminded the standing committees that their goals should focus on policy.

DISCUSSION

Recreation and Wellness:
The chair presented the attached report: UA Tobacco and Nicotine Policy PowerPoint

The following motion was made:

Because we (The University of Akron) recognize the hazards caused by exposure to tobacco and nicotine it shall be the policy of The University of Akron, effective November 18, 2014, to provide a tobacco/nicotine free campus for all employees, students, and visitors. This policy covers the use of any tobacco/ nicotine product and it applies to employees, students, and visitors of The University of Akron.

The following amendment was made:

University Council recommends that ~~Because~~ we (The University of Akron) recognize the hazards caused by exposure to tobacco and nicotine and recommends that the policy ~~it shall be the policy of The University of Akron, effective November 18, 2014, to~~ provides for a tobacco/nicotine free campus for all employees, students, and visitors. This recommendation ~~policy~~ covers the use of any tobacco/nicotine product and it applies to employees, students, and visitors of The University of Akron.

The motion to amend carried by unanimous consent.

The following amendment was made:

UC recommends that we (The University of Akron) recognize the hazards caused by exposure to tobacco ~~and nicotine~~ and recommends that the policy provides for a tobacco/~~nicotine~~ free campus for all employees, students, and visitors. This recommendation covers the use of any tobacco/~~nicotine~~ product and it applies to employees, students, and visitors of The University of Akron.

The motion to amend carried by unanimous consent.
The motion to support the resolution as amended was defeated by a secret ballot vote of 13 opposed and 10 in favor.

Due to time limitations, the other standing committees will present reports at the December 9 UC meeting.

The meeting was adjourned at 5 p.m. by unanimous consent.

University Council

MINUTES   DECEMBER 9, 2014   3:00 – 3:26 PM

MEETING CALLED BY	Harvey Sterns, vice chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Harvey Sterns, vice chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	**Member:** Turner Anderson, Matt Bungard, James Durbin, Ali Hajjafar, Mary Hardin, Wayne Hill, Chelsi King, Eileen Korey, Kristin Koskey, Paul Levy, Timothy Lillie, Nancy Marion, Chand Midha, Nathan Mortimer, Diane Raybuck, Kathie Ruther, Harvey Sterns, Suzanne Testerman, Lauri Thorpe, Bill Viau **Absent with notice:** Candace Campbell Jackson, Ted Curtis, Elizabeth Erickson, Nancy Homa, Kristine Kraft, John LaGuardia, Stacey Moore, Mike Sherman, Monte Turner **Absent without notice:** Stewart Blessing, Ian Schwarber **Other attendees:** Kim Haverkamp

Agenda topics

3:00 – 3:05   CALL TO ORDER   HARVEY STERNS

DISCUSSION	1. The vice 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 vice chair asked for additions or corrections to the November 18 University Council (UC) minutes. There being none, the minutes were approved as distributed by unanimous consent.

3:05 – 3:15   STEERING COMMITTEE REPORT   HARVEY STERNS

DISCUSSION	1. The secretary read the attached letter from Dr. Scarborough regarding BOT Strategic Issues Committee review of University Council Draft Bylaws. The document has been posted to the UC website and SharePoint site. A question was raised about the role the Association of Governing Boards. 2. The vice chair read the December 4 UC Steering Committee minutes.

3:15 – 3:15   UNFINISHED BUSINESS   HARVEY STERNS

DISCUSSION	There were none at this time.

3:15 – 3:15   IN-DEPTH STANDING COMMITTEE REPORT

DISCUSSION	There were none this month.

3:15 – 3:26	STANDING COMMITTEE REPORTS	STANDING COMMITTEE CHAIRS

DISCUSSION	In response to feedback from some standing committee members, the Steering Committee will conduct an orientation for standing committee chairs to review procedures. **Budget and Finance** – No report. **Communications** – The committee is working on a crisis communication plan. They are also working with the Recreation and Wellness committee to conduct a survey regarding the use of tobacco and nicotine on campus. **Information Technology** – Three members of the committee are on the CIO search committee. The CIO will report to the CFO. **Physical Environment** – The committee is waiting for a report of the Faculty Senate Library Committee regarding the science library consolidation. Recommendations will be brought to the UC for discussion. **Public Affairs and Development** – No report. **Recreation and Wellness** – No report. **Student Engagement and Success** – No report. **Talent Development and Human Resources** – No report.

3:26 – 3:26	NEW BUSINESS	HARVEY STERNS

DISCUSSION	The meeting was adjourned at 3:26 by unanimous consent.