

# University Council

MINUTES

JANUARY 23, 2018

3 – 3:45 PM

STUDENT UNION 312

<b>MEETING CALLED BY</b>	Harvey Sterns, chair	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Harvey Sterns, chair	
<b>NOTE TAKER</b>	Kim Haverkamp	
<b>ATTENDEES</b>	<p><b>Member:</b> Linda Barrett, Michelle Byrne, Jeanette Carson, Jared Coleman, Elizabeth Erickson, Tonia Ferrell, Brittany Hartman, Katherine Holcomb, Nancy Homa, Kristine Kraft, Chand Midha, Mike Nelson, Ruth Nine-Duff, Rex Ramsier, Néna Roy, Linda Saliga, Shiva Sastry, Harvey Sterns</p> <p><b>Absent with notice:</b> Philip Allen, Taylor Bennington, Julie Cajigas, Marjorie Hartleben, Lynn Lucas, Matt Wilson</p> <p><b>Absent without notice:</b> Kristen Giaquinto, Marca Selway-Kaplar, Taylor Swift</p> <p><b>Other attendees:</b> Roland Bauer, Nathan Mortimer, Stephen Myers, John MacDonald, John Messina, Wayne Hill, Joshua Thomas, Barbara Weinzierl, Joette Dignan Weir</p>	
<b>Agenda topics:</b>		
<b>3:00 – 3:05</b>	<b>CALL TO ORDER</b>	<b>HARVEY STERNS</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. The chair called the meeting to order. He asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</li> <li>2. The chair asked for additions or corrections to the December 5 minutes. There being none, the agenda was approved as distributed by unanimous consent.</li> </ol>	
<b>3:05 – 3:10</b>	<b>EXECUTIVE COMMITTEE REPORT</b>	<b>HARVEY STERNS</b>
<b>DISCUSSION</b>	<p>The chair reviewed the attached <a href="#">December 12 UC Executive Committee minutes</a>.</p> <p>The chair read the attached <a href="#">University - Level Awards Resolution response</a> from President Wilson.</p>	
<b>3:10 – 3:10</b>	<b>ACTION ITEMS</b>	<b>HARVEY STERNS</b>
<b>DISCUSSION</b>	There were none at this time.	
<b>3:10 – 3:10</b>	<b>IN-DEPTH STANDING COMMITTEE REPORT</b>	<b>CHAIR</b>
<b>DISCUSSION</b>	The Communications Committee report was rescheduled for the May 1 UC meeting.	

## DISCUSSION

The following was discussed:

**Enrollment**

- Spring enrollment numbers are as predicted; we will get census data next week
- Fall applications are lower than this time last year, but many of last year's applications were incomplete so it is not necessarily a big issue. We had a great turnout this past Saturday at Scholar's Day, for example.

**Voluntary Early Retirement Incentive Program (VRIP)**

- Information will be mailed to eligible faculty and administrators with faculty rank; approximately 230 individuals are eligible
- The last day to opt-in is March 20 and they will have 7 days to rescind
- Eligibility: age + years of continuous full-time services at UA = 75 or greater
- Separation Benefit: 50% of annual salary plus 5% for each year in excess of 15 years; capped at \$100,000
  - Retiree will be paid 40% cash the first year and three equal annual installments in a 403(b) account thereafter
- Healthcare allocation: up to \$4,000 for up to 4 years
- We have a goal that one-third of the net savings will be reinvested in positions (same as the current investment strategy)
- Faculty cannot participate in both VRIP and TARP
- Questions should be directed to the Department of Human Resources

**Transition After Retirement Program (TARP)** allows full-time faculty to transition from active employment into retirement with limited duties, by maintaining a presence on campus through a variety of means. It is an ongoing program with a rolling application window.

**Phased Retirement Program (PRP)** allows eligible contract professional and staff employees to retire from their regular full-time positions and continue to contribute to the success of the University and its students on a part-time basis.

**Program Review**

- The deans submitted reports last week; deans and chairs worked together to review reports completed by departments and categorize programs
- The Program Review Committee (24 faculty) will conduct an analysis and make recommendations to the Faculty Senate Academic Policies Committee

**Five-Star Friday**

- There will be flexibility for two-, three- and four-day course schedules (M-TH)
- We will emphasize to current and prospective students what we will do to make UA distinct on Fridays
- We have received feedback that students, families, guidance counselors and employers think this schedule is innovative

**Esports Varsity Team and Club Program**

- 1,100 students have expressed interest; 400 are prospective students
- An esports Director/Head Coach, Michael Fay, has been hired
- An open forum will be held on Wednesday, January 24, 12 – 1 p.m., in Simmons Hall Auditorium

3:25 – 3:45	COMMITTEE REPORTS	COMMITTEE CHAIRS
DISCUSSION	<p><b>Budget and Finance:</b> The committee is focusing on the athletics budget and auxiliary budgets.</p> <p><b>Information Technology:</b> They are exploring the consolidation of email accounts so faculty and student emails work together. They are also discussing the network storage and retention policy.</p> <p><b>Institutional Advancement:</b> No report.</p> <p><b>Physical Environment:</b> Space allocation in Simmons Hall is improving with the movement of advisors into the colleges.</p> <p>Per the Executive Committee report regarding the discussion about finding creative ways to use Quaker Square, including the possibility of moving the culinary arts program, a suggestion was made to ask the committee to provide a report back to the full Council that not only explores other uses for Quaker Square, but other spaces which need renovation or new purpose (e.g., Ballet Center).</p> <p><b>Student Engagement and Success:</b> They are discussing with Brandon Mikulski, Director of Learning Communities &amp; The Akron Experience, the idea of focusing the Akron Experience courses on the colleges. Planning to survey each college on what they are doing with these courses to better make recommendations on changes.</p> <p><b>Recreation and Wellness:</b> They endorsed a pop-up food pantry through Student Affairs that will include only non-perishable food items. They are also working on a food insecurity survey with the Communications committee.</p> <p><b>Talent Development and Human Resources:</b> No report.</p> <p><b>Ad hoc Awards Committee:</b> Nomination information for University-level awards was sent to the campus community from President Wilson and Harvey Sterns on January 19. They are working with the Department of Human Resources to coordinate these awards with the service awards. The awards event is scheduled for April 25, 3 – 5 p.m., on the 5<sup>th</sup> floor of InfoCision Stadium.</p> <p><b>Ad hoc Textbook Committee:</b> They gathered data about textbook costs for the top ten bachelor and associate degree programs for Provost Ramsier. They will attend the Open Textbook Seminar on February 15. Barnes and Noble is working on new textbook approaches. UA’s contract with Barnes and Noble expires in May 2019.</p>	
3:45 – 3:45	NEW BUSINESS	HARVEY STERNS
DISCUSSION	The meeting was adjourned at 3:45 p.m. by unanimous consent.	

# 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><b>Member:</b> 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, Nena Roy, Linda Saliga, Shiva Sastry, Harvey Sterns</p> <p><b>Absent with notice:</b> Kristine Kraft, Marca Selway-Kaplar, Matt Wilson</p> <p><b>Absent without notice:</b></p> <p><b>Other attendees:</b> 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"> <li>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.</li> <li>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.</li> </ol>	
3:15 – 3:20	EXECUTIVE COMMITTEE REPORT	HARVEY STERNS
DISCUSSION	The chair reviewed the attached <a href="#">January 30 UC Executive Committee minutes</a> .	
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 &amp; HR) provided their annual in-depth standing committee report. The committee chair provided handouts of their <a href="#">goals</a> and a <a href="#">proposed resolution</a>.</p> <p>TD &amp; HR chair, Elizabeth Erickson, outlined the committee’s goals for 2017-2018.</p> <ol style="list-style-type: none"> <li>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"> <li>Met with the Institute for Teaching and Learning and found it will only be involved in development programs for faculty.</li> <li>All other employees at UA still need addressed.</li> <li>A sub-committee has been formed to explore the issue and to ultimately provide suggestions to UC on programs.</li> </ol> </li> </ol>	

	<ol style="list-style-type: none"> <li>2. Recommend healthcare savings/incentives for UA employees <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>c. TD &amp; HR will work together with members from the Health and Wellness committee to continue the discussion.</li> </ol> </li> <li>3. Resubmit Sick Leave Bank policy for University Council adoption. <ol style="list-style-type: none"> <li>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.</li> <li>b. There has been a change in the law and the committee is resubmitting the policy for adoption by UC.</li> <li>c. The <a href="#">Sick Leave Bank</a> 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"> <li>▪ Bargaining unit employees, whether faculty or staff, would need to negotiate into the policy through their contracts.</li> <li>▪ 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.</li> </ol> </li> <li>d. A motion to adopt the policy was heard and <b>the resolution passed</b> by a vote of 20 in favor and 1 opposed (95% and 5%, respectively).</li> </ol> </li> <li>4. TD &amp; HR is working on other issues. <ol style="list-style-type: none"> <li>a. Work place bullying policy.</li> <li>b. Tuition remission for professional development courses.</li> <li>c. Services and support for LGBTQ employees in coordination with Student Engagement and Success who will focus on the student population.</li> <li>d. Compensation for contract professional and staff employee (non-bargaining) employees. <ol style="list-style-type: none"> <li>▪ TD &amp; HR brought a <a href="#">resolution</a> to UC to strongly support the requests to the President and Provost by SEAC and CPAC to provide a time 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, <b>the resolution passed</b> by a vote of 17 in favor and 4 opposed (81% and 19%, respectively).</li> </ol> </li> </ol> </li> </ol>
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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"> <li>1. President Wilson is in Washington, D.C., meeting with donors and legislators.</li> <li>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.</li> <li>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.</li> <li>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</li> </ol>
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	<p>this task force, let Provost Ramsier know.</p> <ol style="list-style-type: none"> <li>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.</li> <li>6. Discovering Diversity Day went well.</li> <li>7. An enrollment report was provided. <ol style="list-style-type: none"> <li>a. Applications and admits are down over this time last year.</li> <li>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.</li> <li>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.</li> <li>d. The high school GPA of the incoming class is up over last year and ACT scores are up for confirmed students.</li> </ol> </li> <li>8. Visit days are coming up and the Provost encourages campus members to sign up to help.</li> <li>9. The Provost answered a question about spring enrollment figures at the 15-day census. We were right on target for what was predicted.</li> </ol>
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3:40 – 4:00

COMMITTEE REPORTS

COMMITTEE CHAIRS

DISCUSSION	<p><b>Budget and Finance:</b></p> <ul style="list-style-type: none"> <li>• 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.</li> </ul> <p><b>Communications:</b></p> <ul style="list-style-type: none"> <li>• 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.</li> </ul> <p><b>Information Technology:</b></p> <ul style="list-style-type: none"> <li>• 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.</li> </ul> <p><b>Institutional Advancement:</b></p> <ul style="list-style-type: none"> <li>• 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.</li> </ul> <p><b>Physical Environment:</b></p> <ul style="list-style-type: none"> <li>• 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&amp;S building had spaces completed for academic advisors. Future plans for renovation and space in discussion.</li> </ul> <p><b>Student Engagement and Success:</b></p>
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	<ul style="list-style-type: none"> <li>• Has not met since last meeting. Did get request for LGBTQ populations and will invite Jolene Lane to a future meeting to discuss.</li> </ul> <p><b>Recreation and Wellness:</b></p> <ul style="list-style-type: none"> <li>• 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.</li> </ul> <p><b>Ad-hoc Awards Committee:</b></p> <ul style="list-style-type: none"> <li>• 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.</li> </ul> <p><b>Ad-hoc Human Development Committee:</b></p> <ul style="list-style-type: none"> <li>• Held initial meeting and given charge. Elected a chair and will meet again next week.</li> </ul> <p><b>Ad-hoc Textbook Committee:</b></p> <ul style="list-style-type: none"> <li>• Will meet with Provost Ramsier at next meeting to learn what is happening at the state level.</li> </ul> <p><b>Ad-hoc Outreach Committee:</b></p> <ul style="list-style-type: none"> <li>• Has met and will begin work on how to help with student recruitment effort.</li> </ul>	
4:00 – 4:00	NEW BUSINESS	HARVEY STERNS
DISCUSSION	The meeting was adjourned at 4 p.m. by unanimous consent.	

# University Council

MINUTES

MARCH 6, 2018

3 – 5 PM

STUDENT UNION 312

<b>MEETING CALLED BY</b>	Harvey Sterns, chair	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Harvey Sterns, chair	
<b>NOTE TAKER</b>	Kim Haverkamp	
<b>ATTENDEES</b>	<p><b>Member:</b> Linda Barrett, Taylor Bennington, Michelle Byrne, Julie Cajigas, Jeanette Carson, Jared Coleman, Elizabeth Erickson, Tonia Ferrell, Brittany Hartman, Katherine Holcomb, Kristine Kraft, Lynn Lucas, Chand Midha, Mike Nelson, Ruth Nine-Duff, Néna Roy, Linda Saliga, Shiva Sastry, Harvey Sterns, Matt Wilson</p> <p><b>Absent with notice:</b> Philip Allen, Marjorie Hartleben, Nancy Homa, Rex Ramsier, Marca Selway-Kaplar</p> <p><b>Other attendees:</b> Andrea Kornbluh, John MacDonald, John Messina, John Reilly, Barbara Weinzierl, Joette Dignan Weir</p>	
<b>Agenda topics:</b>		
3:00 – 3:05	CALL TO ORDER	HARVEY STERNS
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>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.</li> <li>The chair asked for additions or corrections to the February 13 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>	
3:05 – 3:15	EXECUTIVE COMMITTEE REPORT	HARVEY STERNS
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>President Wilson referred the motion regarding TB screening for international students to Health Services and the Center for International Students and Scholars for implementation.</li> <li>The chair reviewed the attached <a href="#">January 30 UC Executive Committee minutes</a>.</li> </ol>	
3:15 – 3:15	ACTION ITEMS	HARVEY STERNS
<b>DISCUSSION</b>	There were none at this time.	
3:15 – 3:35	RECREATION AND WELLNESS IN-DEPTH STANDING COMMITTEE REPORT	KRIS KRAFT
<b>DISCUSSION</b>	The chair discussed the attached <a href="#">Recreation and Wellness Committee goals</a> .	

	<p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• The food insecurity survey is at IRB; they plan to distribute it to students by the end of the semester</li> <li>• A pop-up food pantry will open soon in the Student Union across from the game room <ul style="list-style-type: none"> <li>○ This is a temporary operation with limited hours that will help students while a need assessment is being conducted</li> <li>○ Donations of non-perishable food items will be accepted</li> </ul> </li> </ul> <p>The following suggestions were made:</p> <ul style="list-style-type: none"> <li>• Parking and the Library could conduct “canned goods for fees” food drives to help support the pop-up food pantry</li> <li>• The Recreation and Wellness Committee could research vending services with healthy items to help decide if UA wants to change vending companies when the contract ends</li> </ul>
3:35 – 4:00	<p style="text-align: center;"><b>PRESIDENT’S REMARKS</b></p> <p style="text-align: right;"><b>MATT WILSON</b></p>
DISCUSSION	<p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• Recruitment efforts are being done in-house this year</li> <li>• Confirmations are gradually increasing, but are still down compared to last year at this time; enrollment management is adhering more closely to the BOT implemented changes in admission standards making undergraduate admissions slightly more selective this year</li> <li>• Residential housing applications are up</li> <li>• Deans are engaging faculty in the recruitment of graduate students</li> <li>• The EVP/Chief Academic Officer search committee will interview eight candidates via Skype beginning March 16</li> <li>• The CHP Dean search committee is collecting feedback and will make a recommendation soon</li> <li>• A Five Star Friday Task Force was convened to find ways to maximize the student experience on Fridays</li> <li>• Academic Program Review Committee is reviewing compiled materials and will provide a data analysis</li> <li>• A Strategic Planning Council is being convened</li> <li>• Fundraising and donations are up; UA received the first installment of the Jean Hower Tabor donation</li> <li>• The Akron Guarantee Scholarship has been extended to transfer students</li> <li>• International applications are up; The International Center is making progress on relationships</li> <li>• 1,400 individuals have signed up with intent to participate in esports; departments/units are finding ways to connect to esports program; the Cavs have two esports teams and have invited UA to discuss collaboration</li> </ul> <p>State Mandate:</p> <ul style="list-style-type: none"> <li>• The state has mandated that we enter into a consortium with other Universities in Ohio; UA has reached out to KSU, CSU, YSU and NEOMED; consortium may also include community colleges in Northeast Ohio</li> <li>• Stark State has reached out to UA to discuss shared student services</li> </ul> <p>Budget:</p> <ul style="list-style-type: none"> <li>• Nathan Mortimer is overseeing the FY18 budget and Heidi Blakeway-Philips is assisting with the FY19 budget</li> </ul>

	<ul style="list-style-type: none"> <li>We have a \$21m deficit; we will continue to look at different ways to increase revenue and save money</li> </ul> <p>The following suggestions were made:</p> <ul style="list-style-type: none"> <li>The Communications committee offered to assist and support efforts to increase positive stories about how UA positively impacts the City of Akron and Northeast Ohio</li> <li>To centralize graduate recruitment and enrollment efforts</li> </ul>
4:00 – 4:45	<p style="text-align: center;"><b>COMMITTEE REPORTS</b> <span style="float: right;"><b>COMMITTEE CHAIRS</b></span></p>
<b>DISCUSSION</b>	<p><b>Budget and Finance:</b> The chair presented the attached <a href="#">recommendation and rationale regarding the athletic budget</a> for a first reading and discussion. There was extensive discussion regarding this recommendation.</p> <p>President Wilson does not think the recommendation is attainable. He will share his data with University Council. The chair will also bring additional details to share with UC at the April meeting.</p> <p>The question was asked: Is the Graduate School in line with other universities or are additional cuts needed? President Wilson will share this data with University Council.</p> <p><b>Communications:</b> They met with Bob Kropff and the Communication and Marketing team to discuss online accessibility of the UA website for students with disabilities. The committee will bring a policy recommendation regarding online accessibility to the UC.</p> <p><b>Information Technology:</b> They have not met since the last UC meeting.</p> <p><b>Institutional Advancement:</b> They have not met since last UC meeting.</p> <p><b>Physical Environment:</b> The following space allocations were approved by the committee: 1. Co-location of New Student Success Center and effective utilization of space within the Admissions Office and Transfer and Adult Student Enrollment Center; 2. Departmental classroom in the Chima Family Center</p> <p>The following space allocations are being discussed: 1. Three locations for esports; 2. Departmental classroom in the Polsky Building; 3. Relocation of the English Language Institute</p> <p><b>Student Engagement and Success:</b> They are discussing a topic submission regarding services for LGBTQ students. They have invited Jolene Lane to attend the next meeting. Some items on the topic submission have already been implemented and needs to be communicated to the campus. They are also surveying the colleges about retention efforts.</p> <p><b>Talent Development and Human Resources:</b> They have not met since last UC meeting.</p> <p><b>Ad hoc Awards Committee:</b> They have received 105 nominations for the Achievement Awards. The student response has been exceptional for the faculty and mentor awards. Subcommittees have been convened to judge the awards. The awards ceremony is April 25.</p>

	<p><b>Ad hoc Human Development Committee:</b> They have not since the last UC meeting.</p> <p><b>Ad hoc Outreach and Recruitment Committee:</b> The admissions team updated the committee on their efforts. The committee asked the admissions team to let us know how the UC can help. The committee’s work is complete.</p> <p><b>Ad hoc Textbook Committee:</b> They met with Provost Ramsier to discuss the state mandate for textbook affordability and an update on the overall IUC conversation about textbooks. The Barnes and Noble contract is up in May 2019 and RFPs/RFIs will be sought.</p>
4:45 – 4:45	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>HARVEY STERNS</b></p>
<b>DISCUSSION</b>	The meeting was adjourned at 4:45 p.m. by unanimous consent.

# University Council

MINUTES

APRIL 10, 2018

3 – 5 PM

STUDENT UNION 312

<b>MEETING CALLED BY</b>	Harvey Sterns, chair	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Harvey Sterns, chair	
<b>NOTE TAKER</b>	Kim Haverkamp	
<b>ATTENDEES</b>	<p><b>Member:</b> Linda Barrett, Taylor Bennington, Julie Cajigas, Jeanette Carson, Jared Coleman, Elizabeth Erickson, Marjorie Hartleben, Brittany Hartman, Katherine Holcomb, Nancy Homa, Kristine Kraft, Lynn Lucas, Chand Midha, Mike Nelson, Ruth Nine-Duff, Rex Ramsier, Néna Roy, Linda Saliga, Shiva Sastry, Marca Selway-Kaplar, Harvey Sterns, Matt Wilson</p> <p><b>Absent with notice:</b> Michelle Byrne, Tonia Ferrell</p> <p><b>Absent without notice:</b> Philip Allen</p> <p><b>Other attendees:</b> Roland Bauer, Kim Cole, Celeste Cook, John Corby, Sarah Kelly, Willy Kollman, John MacDonald, Zachary Michel, John Messina, Steve Myers, John Reilly, Bill Viau, Barbara Weinzierl, Joette Dignan Weir</p>	
<b>Agenda topics:</b>		
<b>3:00 – 3:05</b>	<b>CALL TO ORDER</b>	<b>HARVEY STERNS</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>The chair called the meeting to order. He asked for additions to the agenda. The topic, Selection of Representatives to the Presidential Advisory and Screening Committee, was added and the agenda was approved as amended.</li> <li>The chair asked for additions or corrections to the March 6 University Council minutes. There being none, the agenda was approved as distributed by unanimous consent.</li> </ol>	
<b>3:05 – 3:15</b>	<b>EXECUTIVE COMMITTEE REPORT</b>	<b>HARVEY STERNS</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>The chair reviewed the attached <a href="#">March 13 UC Executive Committee minutes</a>.</li> <li>The following motion was made by the UC Executive Committee:  In order for resolutions/recommendations to be formally presented to UC, documentation must be sent to UCEC one week prior to the UC meeting so it can be distributed with the agenda.  <b>The motion carried</b> by unanimous consent.</li> <li>President Wilson referred the motion regarding a Sick Leave Policy to Dr. Rex Ramsier so that he may lead the review of this proposal with the Office of Talent Development and Human Resources.</li> <li>President Wilson referred the motion regarding requests by SEAC and CPAC to provide a timeline and criteria for the return of salary increases to Dr. Rex Ramsier so that he may lead the review of this proposal with the Office of Talent Development and Human Resources.</li> </ol>	

	<p>5. There was a discussion about the selection of three UC representatives to the Presidential Advisory and Screening Committee.</p> <p>A motion was made to select the chair (Harvey Sterns), vice chair (Ruth Nine-Duff) and secretary (Tonia Ferrell). <b>The motion carried</b> by unanimous consent.</p> <p>Tonia Ferrell is out of town and unable to attend the meeting on Thursday. A motion was made to select Jeanette Carson as an alternate for the meeting. <b>The motion carried</b> by unanimous consent.</p> <p>6. Board rule <a href="#">3359-1-05</a> details the presidential selection process, which includes meeting with constituency groups to discuss the proposed criteria, process and scheduling of the search. The Board rule went into effect June 25, 2007 prior to the creation of University Council. UC Chair Sterns thanked Board Chair Bauer for including University Council in the presidential selection process.</p> <p>The UC should draft a resolution to include University Council in appropriate Board rules.</p>
3:15 – 3:15	<p style="text-align: center;"><b>OLD BUSINESS</b></p> <p style="text-align: right;">HARVEY STERNS</p>
DISCUSSION	The chair of the Budget and Finance Committee asked to move the athletic budget update to the May 1 UC meeting.
3:15 – 3:25	<p style="text-align: center;"><b>INFORMATION TECHNOLOGY IN-DEPTH STANDING COMMITTEE REPORT</b></p> <p style="text-align: right;">LINDA BARRETT</p>
DISCUSSION	<p>The chair discussed the attached <a href="#">Information Technology Committee goals</a>.</p> <p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• Consolidation of email accounts to a single platform</li> <li>• Identity management</li> <li>• Network space/storage</li> </ul> <p>It was mentioned that colleges/departments may have difficulty working with corporations if UA uses cloud drives.</p> <p>A suggestion was made to create a standardized data management plan. This type of plan is often requested when applying for foundation grants.</p> <p>The faculty laptop refresh is in the collection phase. The laptop refresh was for instructional faculty. Anyone who wants to get rid of an old computer can bring it to the Computer Center.</p>
3:25 – 3:41	<p style="text-align: center;"><b>PRESIDENT’S REMARKS</b></p> <p style="text-align: right;">MATT WILSON</p>
DISCUSSION	<p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• He took 25 law students to Japan to study abroad</li> <li>• He met with the president and senior administrative team of the Korea Institute of Science and Technology to discuss connecting engineering students to UA for internships</li> <li>• The first alumni event took place in Seoul, South Korea; 40 alumni attended</li> <li>• We are continuing to collaborate with KSU, CSU, YSU and NEOMED on the state mandated consortium; KSU’s president, Beverly Warren, is taking the lead</li> </ul>

	<ul style="list-style-type: none"> <li>• The merger among the Ohio Department of Higher Education (ODHE), Ohio Department of Education (ODE) and Office of Workforce Transformation (OWT) seems to have stalled</li> <li>• The state capital appropriation will focus on rehabilitation of existing buildings</li> <li>• We are continuing to collaborate with Stark State College on pathways and student services</li> <li>• We are receiving positive feedback from students regarding Five-Star Fridays</li> <li>• E-sports is continuing to move forward; we will announce sponsors soon</li> </ul>
3:41 – 3:56	<p style="text-align: center;"><b>PROVOST’S REMARKS</b></p> <p style="text-align: right;"><b>REX RAMSIER</b></p>
DISCUSSION	<p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• The Chancellor approved five bachelor’s degree programs at community colleges and deferred four; UA submitted written objections to all of the programs</li> <li>• We have submitted a request to HLC to change the status of Wayne College from being separately accredited to being accredited under the umbrella of The University of Akron</li> <li>• Forty-eight faculty are participating in the Voluntary Early Retirement Incentive Program (VRIP) <ul style="list-style-type: none"> <li>○ Deans and faculty have been asked to determine what departments need to maintain programs that are viable for Fall 2019 and what departments want for strategic investment; May 1<sup>st</sup> is the deadline to get this information to the Dean’s Office</li> </ul> </li> <li>• New freshman confirmations are down, but we are being more selective of who we are admitting; We are referring students with declined admission to community colleges <ul style="list-style-type: none"> <li>○ If students take 12 credit hours at a community college or 24 credit hours at Wayne College and do well, they can transfer to main campus and will be eligible for a Akron Guarantee Scholarship</li> </ul> </li> <li>• The initial recommendation of the Academic Program Review Committee will be discussed at the May 3 Faculty Senate meeting</li> <li>• Per Barbara Weinzierl, the Chief Academic Officer search is temporarily on hold</li> </ul>
3:56 – 4:30	<p style="text-align: center;"><b>COMMITTEE REPORTS</b></p> <p style="text-align: right;"><b>COMMITTEE CHAIRS</b></p>
DISCUSSION	<p><b>Budget and Finance:</b> No report.</p> <p><b>Communications:</b> They are continuing to work on online accessibility and branding. Recommendations are forthcoming.</p> <p><b>Institutional Advancement:</b></p> <ul style="list-style-type: none"> <li>• The Roo Crew has been relaunched. It is a way for people passionate about UA to get involved with campus.</li> <li>• Alumni socials are being held in the top five areas across the country with the most alumni</li> <li>• Digital birthday cards with personalized messages are being sent to alumni</li> </ul> <p>A suggestion was made to recreate an alumni college that would hold seminars and classes in the summer.</p>

**Physical Environment:**

The committee approved the following space allocation forms:

- Space to support the campus e-gaming initiative
- CHP/SSLPA departmental classroom
- Surplus property redeployment area
- Space for telecommunication equipment

Jeanette Carson will share with the committee documentation and a proposal regarding general purpose classrooms with technology that is over 10 years old.

**Recreation and Wellness:** The food insecurity survey went out to students this morning. They will work on compiling the data this summer.

**Student Engagement and Success:**

- They are discussing options for disseminating the information collected from various departments regarding retention efforts
- They have met with Jolene Lane and are working on the topic submission regarding LGBT services; the following are already happening:
  - Transgender restrooms have been designated across campus
  - Ally training takes place on campus
  - Some units have been involved with Akron Pride Week in April

**Talent Development and Human Resources:**

- They met with the Recreation and Wellness Committee regarding the wellness incentive program topic submission
- They met with Jarrod Tudor regarding non-credit options for professional development courses
- They are researching best practices for the workplace bullying and harassment policy topic submission

**Ad hoc Awards Committee:** The committee received 106 nominations for the University Achievement Awards. The subcommittees met and selected awardees. The awards will be presented with the University Service Awards on April 25.

**Ad hoc Human Development Committee:** The committee is looking at everything UA does for human development from birth to death, including success of students in school, how to make campus more attractive to adults, child care issues to support students coming back to school, and ways to make human development programs more visible on campus.

**Ad hoc Textbook Committee:**

The committee made a motion to support the attached [resolution](#) to encourage faculty to consider adopting or developing affordable textbook alternatives that will increase textbook affordability for students. It was mentioned that the resolution does not infringe on academic freedom. **The motion carried** by unanimous consent.

A motion was made to send the resolution to Faculty Senate for consideration and possible endorsement. **The motion carried** by unanimous consent.

The following was discussed:

- A suggestion was made to add language to the Barnes and Noble contract that would help control mark-up pricing
- Affordable learning website: [www.uakron.edu/affordablelearning](http://www.uakron.edu/affordablelearning)

4:30 – 4:30

NEW BUSINESS

HARVEY STERNS

<b>DISCUSSION</b>	The meeting was adjourned at 4:30 p.m. by unanimous consent.
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# University Council

MINUTES

MAY 1, 2018

3 – 4:10 PM

STUDENT UNION 312

<b>MEETING CALLED BY</b>	Harvey Sterns, chair	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Harvey Sterns, chair	
<b>NOTE TAKER</b>	Kim Haverkamp	
<b>ATTENDEES</b>	<p><b>Member:</b> Philip Allen, Linda Barrett, Taylor Bennington, Julie Cajigas, Jared Coleman, Tonia Ferrell, John Green, Brittany Hartman, Katherine Holcomb, Nancy Homa, Kristine Kraft, Lynn Lucas, Chand Midha, Mike Nelson, Ruth Nine-Duff, Rex Ramsier, Néna Roy, Linda Saliga, Shiva Sastry, Harvey Sterns</p> <p><b>Absent with notice:</b> Michelle Byrne, Jeanette Carson, Elizabeth Erickson, Marjorie Hartleben</p> <p><b>Other attendees:</b> Roland Bauer, Celeste Cook, Kim Gentile, Sarah Kelly, Bill Kraus, Jolene Lane, John MacDonald, John Messina, Zach Michel, Steve Myers, John Reilly, Bill Viau, Barbara Weinzierl, Joette Dignan Weir</p>	
<b>Agenda topics:</b>		
3:00 – 3:02	CALL TO ORDER	HARVEY STERNS
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>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.</li> <li>The chair asked for additions or corrections to the April 10 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>	
3:02 – 3:05	EXECUTIVE COMMITTEE REPORT	HARVEY STERNS
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>The chair reviewed the attached <a href="#">April 17 UC Executive Committee minutes</a>.</li> <li>UC sent the textbook affordability proposal to Faculty Senate for their consideration and possible endorsement. The President will wait to see what Faculty Senate recommends.</li> </ol>	
3:05 – 3:05	OLD BUSINESS	HARVEY STERNS
<b>DISCUSSION</b>	The Budget and Finance Committee will discuss the athletic budget at a future meeting.	
3:05 – 3:20	COMMUNICATIONS IN-DEPTH STANDING COMMITTEE REPORT	JULIE CAJIGAS
<b>DISCUSSION</b>	<p>The chair discussed the attached <a href="#">Communications Committee goals</a>.</p> <p>The following was discussed:</p> <ul style="list-style-type: none"> <li>Web Accessibility Standards</li> <li>Branding Investigation</li> <li>Student-Centered Culture</li> <li>Review of Internal Communication Processes</li> </ul>	

	<p>The Communications Committee made a motion to endorse the following resolution regarding web accessibility (see attached <a href="#">rationale</a>):</p> <p>Whereas we have met with relevant parties, and whereas we have identified a need for a University-wide policy for web accessibility, The University Council resolves to create an ad-hoc committee that will work in collaboration with University Communications &amp; Marketing (UCM), the Office of Accessibility and the Accessibility Committee of the Faculty Senate to develop a policy and determine how it will be implemented and supported within the organizational structure of The University of Akron.</p> <p><b>The motion carried</b> by a secret ballot vote of 15 in favor and 1 opposed.</p> <p>The following suggestions were made:</p> <ul style="list-style-type: none"> <li>• Work with the Institutional Advancement Committee on the Student Assistance Campaign</li> <li>• Work with the Student Engagement and Success Committee on web accessibility and messaging</li> </ul>
3:20 – 3:25	<p style="text-align: center;"><b>PRESIDENT’S REMARKS</b></p> <p style="text-align: right;"><b>JOHN GREEN</b></p>
DISCUSSION	<p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• Interim President Green is looking forward to working with the UC; he has been serving on the Budget and Finance Committee as a representative of the deans</li> <li>• CFO Mortimer will present the FY19 budget to the UC before it goes to the BOT</li> <li>• Dr. Green plans to create a strategic plan; the planning process will involve identifying the core values that are central to our mission and they will become the touchstones of how we do our business</li> <li>• The Budget and Finance Committee proposed an integrated planning and budgeting process schedule that was endorsed by the UC and went into the 2017 HLC report as an example of an integrated process <ul style="list-style-type: none"> <li>○ Dr. Green plans to start following the schedule in spring 2019 and will work with the UC if adjustments are needed</li> </ul> </li> </ul>
3:25 – 3:32	<p style="text-align: center;"><b>PROVOST’S REMARKS</b></p> <p style="text-align: right;"><b>REX RAMSIER</b></p>
DISCUSSION	<p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• The Chancellor deferred four bachelor’s degree programs at community colleges <ul style="list-style-type: none"> <li>○ UA is looking at possible degree delivery in Mansfield; if we cannot deliver, the chancellor will approve the degree program at North Central State College</li> </ul> </li> <li>• We expect the HLC request to move Wayne College under the umbrella of The University of Akron to be approved and go into effect on July 1</li> <li>• Thirteen visiting faculty lines have been approved for fall in units across campus</li> <li>• Discussions about permanent faculty hires will begin next week with the intention to have decisions made by the end of May so we can launch searches early</li> <li>• Faculty Senate will discuss academic program review on May 3</li> </ul>
3:32 – 3:53	<p style="text-align: center;"><b>COMMITTEE REPORTS</b></p> <p style="text-align: right;"><b>COMMITTEE CHAIRS</b></p>
DISCUSSION	<p><b>Budget and Finance:</b> They are working on the FY19 budget.</p> <p><b>Informational Technology:</b> No report.</p> <p><b>Institutional Advancement:</b> No report.</p> <p><b>Physical Environment:</b> There was a three alarm fire at the Ballet Center on April 19. There was significant damage to the east building. Insurance adjusters and structural engineers are scheduled to visit the site.</p>

	<p><b>Recreation and Wellness:</b> The food insecurity survey is closed and the committee will begin analyzing the data.</p> <p><b>Student Engagement and Success:</b> No report.</p> <p><b>Talent Development and Human Resources:</b> No report.</p> <p><b>Ad hoc Awards Committee:</b> The Achievement Awards were presented in coordination with the Employee Service Awards on April 25 at InfoCision Stadium. The committee feels that it is important to acknowledge our colleagues every year. The committee will bring a recommendation to the UC about how to continue the award process. A suggestion was made to make the ad hoc committee a permanent UC committee.</p> <p><b>Ad hoc Human Development Committee:</b> The University of Akron is listed on the <a href="#">Age-Friendly University Global Network website</a>. The committee is discussing ways to help faculty, staff and students that need childcare.</p> <p><b>Ad hoc Textbook Committee:</b> No report.</p>
3:53 – 4:10	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>HARVEY STERNS</b></p>
DISCUSSION	<p>Bill Kraus, Associate Provost for Enrollment Management, and Kim Gentile, Senior Associate Director of Admission Outreach, discussed the attached <a href="#">outreach presentation</a>.</p> <p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• Fall 2018 Class <ul style="list-style-type: none"> <li>○ National confirmation deadline is May 1</li> <li>○ Admission deadline is July 1</li> <li>○ The final deadline to confirm is July 15</li> </ul> </li> <li>• Spring 2019 Class <ul style="list-style-type: none"> <li>○ Application opens August 1</li> </ul> </li> <li>• Adult and Transfer</li> <li>• Ways to Support New Student Enrollment Efforts</li> <li>• New Freshmen Confirmations (as of April 30)</li> </ul> <p>Outreach efforts would not be successful without the faculty and staff of the campus community. Please share your ideas with Bill and Kim, refer students to their office and/or attend one of the upcoming outreach events to see how we engage students through the process.</p> <p>The meeting was adjourned at 4:10 p.m. by unanimous consent.</p>

# University Council

MINUTES

JUNE 12, 2018

3 – 4:10 PM

LEIGH HALL 208

MEETING CALLED BY	Harvey Sterns, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Harvey Sterns, chair	
NOTE TAKER	Kim Haverkamp	
ATTENDEES	<p><b>Member:</b> Andrew Adolph, Philip Allen, Linda Barrett, Michelle Byrne, Julie Cajigas, Jeanette Carson, Jared Coleman, Elizabeth Erickson, Tonia Ferrell, John Green, Brittany Hartman, Marjorie Hartleben, Nancy Homa, Lynn Lucas, Chand Midha, Mike Nelson, Ruth Nine-Duff, Rex Ramsier, Néna Roy, Linda Saliga, Harvey Sterns</p> <p><b>Absent with notice:</b> Taylor Bennington, Brittany Hartman, Kristine Kraft, Shiva Sastry  <b>Absent without notice:</b> Linda Saliga, Marca Selway-Kaplar</p> <p><b>Other attendees:</b> Roland Bauer, Olivia Demas, Wayne Hill, Sarah Kelly, Willy Kollman, Jolene Lane, John Messina, Joe Minocchi, Nathan Mortimer, Michele Novachek, John Reilly, Zak Steiner, Bill Viau, Barbara Weinzierl, Peggy Walchalk, Joette Dignan Weir</p>	
Agenda topics:		
3:00 – 3:05	CALL TO ORDER	HARVEY STERNS
DISCUSSION	<ol style="list-style-type: none"> <li>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.</li> <li>The chair asked for additions or corrections to the May 1 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>	
3:05 – 3:10	EXECUTIVE COMMITTEE REPORT	HARVEY STERNS
DISCUSSION	<ol style="list-style-type: none"> <li>The chair reviewed the attached <a href="#">May 8 UC Executive Committee minutes</a>.</li> <li>The chair reviewed the attached revisions to <a href="#">Board Rule 3359-1-05</a>. The proposed revisions were made in coordination with Faculty Senate and Akron AAUP. The UC Executive Committee made a motion to support the proposed revisions.  <b>The motion carried</b> by a secret ballot vote of 17 in favor and 0 opposed.</li> </ol>	
3:10 – 3:15	PROVOST'S REMARKS	REX RAMSIER
DISCUSSION	<p>The following was discussed:</p> <ul style="list-style-type: none"> <li>President Green is in Columbus regarding the University of Akron's Economic Impact Study that was released today</li> <li>The Provost Update will be sent out this week and it contains the Office of Academic Affairs reports to the Board of Trustees</li> <li>There are nine new full-time faculty hires for fall 2018; discussions have been completed with the Deans for Fall 2019 positions</li> <li>December commencement ceremonies will take place at EJ Thomas Hall on December 15 at 10 a.m. and 1:30 p.m.</li> </ul>	

	<ul style="list-style-type: none"> <li>• We are considering moving to one undergraduate/graduate commencement ceremony in May 2019 at InfoCision Stadium-Summa Field</li> <li>• New Student Convocation will take place on August 24</li> </ul>
3:15 – 4:00	<p style="text-align: center;"><b>BUDGET AND FINANCE IN-DEPTH STANDING COMMITTEE REPORT</b></p> <p style="text-align: right;"><b>PHIL ALLEN AND NATHAN MORTIMER</b></p>
<b>DISCUSSION</b>	<p>Phil Allen, Vice Chair, and Nathan Mortimer, VP for Finance and Administration/CFO discussed the following FY19 budget documents:</p> <ul style="list-style-type: none"> <li>• <a href="#">Akron and Wayne General Fund Combined</a> – The General Fund pays the general obligations of the University, including salaries, and is the strength of the university <ul style="list-style-type: none"> <li>○ Tuition &amp; General Service Fees – predicted a 7% decline in enrollment overall</li> <li>○ Vacancies savings – we are slow playing our hiring and eliminating vacant positions</li> <li>○ Bad debt – what we bill and don’t collect</li> <li>○ Scholarships – internally funded scholarships; does not include fee remissions, athletic scholarships or graduate student stipends</li> <li>○ Transfer-In Plant Fund – supplements what we receive from the State</li> <li>○ Advances – temporary loans that will be paid back; new line item added to the General Fund balance sheet</li> <li>○ Transfer-Out Other – auxiliary debt, EAF, Health Center and other support</li> </ul> </li> <li>• <a href="#">Akron and Wayne Combined Auxiliaries</a></li> <li>• <a href="#">Department Sales and Services</a> <ul style="list-style-type: none"> <li>○ Self-Insurance Fund – We went to self-insurance health care from premium-paid health care last year; this should generate a surplus</li> </ul> </li> </ul> <p>The Budget and Finance Committee endorsed the proposed FY19 budget and they recommend that the UC endorse the proposed budget. They made their recommendation with the understanding that the budget process would lead to strategic planning in the future. <b>The motion to endorse carried</b> by a secret ballot vote of 12 in favor and 2 opposed.</p>
4:00 – 4:10	<p style="text-align: center;"><b>COMMITTEE REPORTS</b></p> <p style="text-align: right;"><b>COMMITTEE CHAIRS</b></p>
<b>DISCUSSION</b>	<p><b>Communications:</b> They are working on the food insecurity study and will discuss the results with the UC at an upcoming meeting.</p> <p><b>Informational Technology:</b> The Microsoft agreement has been finalized and is on the consent agenda for the Board of Trustees. Having the agreement in place will allow the committee to move forward with their goals.</p> <p><b>Institutional Advancement:</b> They met with Mary Schadle, Coordinator of University Scholarship Programs, and are continuing to work on the scholarship tool kit.</p> <p><b>Physical Environment:</b> They discussed the Polsky Building Study Area Topic Submission and determined that the space suggested would require renovations and is a fire hazard. They approved space allocation forms for IT equipment rooms in Olin Hall and Mary Gladwin Hall.</p> <p><b>Recreation and Wellness:</b> No report.</p> <p><b>Student Engagement and Success:</b> They sent responses to UCEC for the Retention of At Risk Students Topic Submission and the Services for LGBTQ Population Topic Submission.</p>

	<p><b>Talent Development and Human Resources:</b> They are working on the following:</p> <ul style="list-style-type: none"> <li>• Ideas to reward employees for improving their health</li> <li>• Leave bank policy that President Wilson referred to the Office of Talent Development and Human Resources; committee expects a policy to be available by end of summer</li> <li>• Workplace bullying and harassment policy</li> <li>• Reported that there had been no response for the CPAC and SEAC request for a timeline concerning salary increases</li> </ul> <p><b>Ad hoc Awards Committee:</b> They are working on a resolution to formalize the award process.</p> <p><b>Ad hoc Human Development Committee:</b> They are discussing the following:</p> <ul style="list-style-type: none"> <li>• Planning for future events that would focus on adult and older adult students.</li> <li>• Activities related to the Age Friendly University Initiative</li> <li>• Life-Planning Seminars for individuals exploring new careers and education; this could be a joint project between Adult Focus and Institute for Life-Space Development and Gerontology</li> </ul> <p><b>Ad hoc Textbook Committee:</b> They are discussing the following:</p> <ul style="list-style-type: none"> <li>• Ways to provide textbook at affordable prices</li> <li>• How to plan for the expiration of the Barnes and Nobel contract</li> </ul> <p>UA Libraries is hosting the Affordable Learning Summit on August 1 – 2, 2018. The Summit is co-sponsored by OhioLink and the Academic Library Association of Ohio. More information is available at <a href="http://affordablelearning.ohiolink.edu/summit">http://affordablelearning.ohiolink.edu/summit</a>.</p>
4:10 – 4:10	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>HARVEY STERNS</b></p>
<b>DISCUSSION</b>	<p>There were none at this time.</p> <p>The meeting was adjourned at 4:10 p.m. by unanimous consent.</p>

# University Council

MINUTES

AUGUST 21, 2018

3 – 4:05 PM

LEIGH HALL 208

<b>MEETING CALLED BY</b>	Harvey Sterns, chair	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Harvey Sterns, chair	
<b>NOTE TAKER</b>	Kim Haverkamp	
<b>ATTENDEES</b>	<p><b>Member:</b> Philip Allen, Taylor Bennington, Michelle Byrne, Julie Cajigas, Jeanette Carson, Jared Coleman, Tonia Ferrell, John Green, Kristine Kraft, Paul Levy, Lynn Lucas, Chand Midha, Ruth Nine-Duff, Rex Ramsier, Nena Roy, Linda Saliga, Harvey Sterns</p> <p><b>Absent with notice:</b> Linda Barrett, Elizabeth Erickson, Marjorie Hartleben, Brittany Hartman, Shiva Sastry</p> <p><b>Absent without notice:</b> Nancy Homa, Marca Selway-Kaplar</p> <p><b>Other attendees:</b> Andrew Adolph, Kim Cole, Celeste Cook, Wayne Hill, Sarah Kelly, Willy Kollman, Neal L'Amoreau, Jolene Lane, John MacDonald, Nathan Mortimer, Steve Myers, John Reilly, Anthony Serpette, Joette Dignan Weir</p>	
<b>Agenda topics:</b>		
<b>3:00 – 3:03</b>	<b>CALL TO ORDER</b>	<b>HARVEY STERNS</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. 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.</li> <li>2. The chair asked for additions or corrections to the June 12 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>	
<b>3:03 – 3:08</b>	<b>EXECUTIVE COMMITTEE REPORT</b>	<b>HARVEY STERNS</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. The chair reviewed the attached <a href="#">June 19 UC Executive Committee minutes</a>.</li> <li>2. The chair thanked outgoing members for their service: Michelle Byrne, Jared Coleman, Elizabeth Erickson and Nancy Homa. Harvey Sterns will continue to attend UC and UCEC for one year as an ex-officio, non-voting member per UC Bylaw (H)(1)(a).</li> <li>3. The chair reminded the following committees to submit their 2017-18 annual report: Budget and Finance, Information Technology and Physical Environment.</li> <li>4. There will be an election for UC chair and vice chair at the Sept. 11 UC meeting. Appointed Administrators should hold officer elections for their standing committee at the September meeting.</li> <li>5. Interim President Green forwarded the proposed revisions to University Rule 3359-1-05 President of the University to the Office of General Counsel for consideration by the Rules Committee of the Board of Trustees.</li> </ol>	

<b>DISCUSSION</b>	<p>The following were discussed:</p> <p><b>Academic Program Review (APR):</b></p> <ul style="list-style-type: none"> <li>• APR began one year ago; faculty and administration worked together on the comprehensive review</li> <li>• We reviewed all degree programs at once; we have 414 degrees and tracks             <ul style="list-style-type: none"> <li>○ 81% of the degree programs are performing within our expectations; 95% of our students are enrolled in these programs</li> <li>○ Programs with low enrollment and/or degrees earned, or that duplicated heavily invested programs at other regional institutions were identified to be phased out over 3-5 years</li> <li>○ Polymers, music, dance, cybersecurity, nursing health and biosciences, communication, engineering and business are among the academic programs and fields identified as areas for investment; we will conduct searches for 32 positions (31 faculty and 1 contract professional)</li> </ul> </li> <li>• The Interim President and Provost made the final decisions; the President submitted the recommendation to the BOT; the following people were consulted             <ul style="list-style-type: none"> <li>○ Chand Midha (Statistician) – to ensure the data was as accurate as possible</li> <li>○ Nathan Mortimer – financial and investment issues</li> <li>○ Wayne Hill – communication on- and off-campus</li> <li>○ President and Provost discussed with the deans</li> </ul> </li> <li>• APR will be the basis for future planning and the 2020 budget</li> <li>• We are meeting with Faculty Senate about the strategic plan on Aug. 23</li> <li>• We will meet with University Council about the strategic plan after new members begin</li> </ul> <p>The President was asked if there would be an opportunity to reconsider APR decisions if there was any misinformation or incorrect assumptions. He responded that in such a case the facts could be corrected, but he was uncertain about any revisions.</p> <p><b>Strategic Plan:</b></p> <ul style="list-style-type: none"> <li>• We will begin the strategic planning process in October</li> <li>• A steering committee will handle the substructure of the process</li> <li>• UC will serve as the vetting body and we will brief members and ask for input at regular UC meetings</li> </ul>
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<b>DISCUSSION</b>	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• UA (with Kent State) has opposed Stark State’s proposal of a bachelor degree in accounting; Dr. Susan Hanlon, associate dean of the College of Business Administration, will testify in Columbus; every business dean in Ohio has signed a letter of opposition</li> </ul> <p>Basis of opposition:</p> <ul style="list-style-type: none"> <li>○ Duplication of existing programs (11 in Northeast Ohio)</li> <li>○ Market assessment was inaccurate</li> <li>○ Body of knowledge and academic rigor</li> </ul> <ul style="list-style-type: none"> <li>• The Provost reviewed the curriculum proposals that were being held until after the APR process was completed</li> <li>• The Administrative Activities Review (AAR) submissions are currently being reviewed; position requests and promotions are being held until the AAR process is completed</li> </ul>
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## DISCUSSION

**Budget and Finance:** The committee will begin working on the FY19 budget now that the FY18 budget is closed. The total amount drawn from University reserves was approximately \$4.5 million.

**Communications:** The committee is working on a communication plan aimed at students, so they are aware of Student Emergency Financial Assistance (SEFA) funds that are available to them. Because SEFA funds will run out next year, the committee will develop an awareness campaign to help support the “Family Helping Family” fund and UA food pantry.

**Informational Technology:** No report.

**Institutional Advancement:** The committee is continuing to work on a tool kit that will help each college with communications to students and donors. Jared Coleman’s CPAC term is ending and he will no longer be a member of UC, but he will continue to help the committee with the toolkit.

**Physical Environment:** The committee is working on project construction updates and space allocation forms.

**Recreation and Wellness:** The committee is drafting goals for the upcoming year. They will compare the data from the food insecurity survey with the Nutrition and Dietetics FURVED survey.

**Student Engagement and Success:** The committee is drafting goals for the upcoming year. They will research the importance of early enrollment and the impact of the timing of the students' bill on registration. They will explore possible policy recommendations. Another goal is a collaboration with ITL to present teaching workshops in the fall beginning in September and three in the spring.

**Talent Development and Human Resources:** No report on activities. The committee noted they will need to elect a new chair so they can begin setting goals for the upcoming year.

**Ad hoc Awards Committee:** The chair discussed the attached [University of Akron Achievement Awards Resolution](#) and the committee recommends adoption by the administration of The University of Akron. There was a concern about the budget request. There was a motion to adopt the recommendations with the understanding that the budget aspect would have to be worked out. **The motion carried** by a vote of 14 in favor and 1 opposed.

**Ad hoc Human Development Committee:** The committee is continuing to discuss ways to support adult students coming to UA, such as Adult Focus and the 60+ Program. They have developed a list of suggested sites for child care.

**Ad hoc Textbook Committee:** The Affordable Learning Summit hosted by UA Libraries in August was well attended. The committee is discussing the use of open-source textbooks and the use of a publisher’s bank of books. Kris Kraft used OpenStax textbooks this summer and had good success. A suggestion was made to share the data on Pearson’s First Day Experience in an effort to raise awareness and reduce the cost of textbooks for students. The committee is also working on the State of Ohio Efficiency report related to textbook affordability, which will be due this fall.

	<b>Ad hoc Web Accessibility Committee:</b> The first meeting was convened in August. They discussed what the web team has already done and ways to make the website more accessible. Some of the areas they will begin looking at are Brightspace, video captioning, main website, and library resources. They will bring any policy recommendations to the UC.	
4:05 – 4:05	NEW BUSINESS	HARVEY STERNS
<b>DISCUSSION</b>	There was none at this time.	
	The meeting was adjourned at 4:05 p.m. by unanimous consent.	

# University Council

MINUTES

SEPTEMBER 11, 2018

3 – 4:05 PM

STUDENT UNION 312

<b>MEETING CALLED BY</b>	Harvey Sterns, chair	
<b>TYPE OF MEETING</b>	Monthly Meeting	
<b>PRESIDER</b>	Harvey Sterns, outgoing chair and Philip Allen, incoming chair	
<b>NOTE TAKER</b>	Kim Haverkamp	
<b>ATTENDEES</b>	<p><b>Member:</b> Philip Allen, Linda Barrett, Taylor Bennington, Julie Cajigas, Hailey Cargill, Jeanette Carson, Tonia Ferrell, Alec Gerred, John Green, Brittany Hartman, Kristine Kraft, Paul Levy, Lynn Lucas, Chand Midha, Ruth Nine-Duff, Jonah Pichette, Rex Ramsier, Linda Saliga, Kimberly Schveder, Harvey Sterns</p> <p><b>Absent with notice:</b> Julie Cajigas, Marjorie Hartleben</p> <p><b>Absent without notice:</b> Kris Nakoneczny, Néna Roy</p> <p><b>Other attendees:</b> Roland Bauer, Kelly Herold, Wayne Hill, Sarah Kelly, John McDonald, Nathan Mortimer, Dave Nypaver, John Reilly, Shiva Sastry, Julia Spiker, Joshua Thomas, Joette Dignan Weir</p>	
<b>Agenda topics:</b>		
<b>3:00 – 3:04</b>	<b>CALL TO ORDER</b>	<b>HARVEY STERNS</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. 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.</li> <li>2. The chair discussed the importance of shared governance and encouraged members to actively participate. He thanked the members for the opportunity to serve.</li> <li>3. The chair asked for additions or corrections to the August 21 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>	
<b>3:04 – 3:10</b>	<b>EXECUTIVE COMMITTEE REPORT</b>	<b>HARVEY STERNS</b>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. The chair reviewed the attached <a href="#">August 28 UC Executive Committee minutes</a>.</li> <li>2. The chair reflected on September 11th terrorist attacks.</li> </ol>	
<b>3:10 – 3:14</b>	<b>PRESIDENT’S REMARKS</b>	<b>JOHN GREEN</b>
<b>DISCUSSION</b>	<p>The strategic planning process is beginning. The following people have been selected to serve on the Strategic Planning Steering Committee:</p> <ul style="list-style-type: none"> <li>• Dr. Aimée deChambeau, dean of University Libraries – co-chair</li> <li>• Dr. Chand Midha, executive dean of the Graduate School – co-chair</li> <li>• Dr. Linda Sailga, professor of mathematics and chair of Faculty Senate</li> <li>• Dr. Kristine Kraft, associate professor and interim director of the School of Allied Health Technology</li> <li>• Stephanie Kiba, assistant director of Academic Advisement, representing CPAC</li> <li>• Pamela Duncan, administrative assistant, senior, representing SEAC</li> <li>• Taylor Bennington, president of Undergraduate Student Government</li> </ul>	

	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• The Steering Committee will determine the parameters, timelines and develop templates for the strategic plan</li> <li>• The planning process will begin on Oct. 1; it will begin at the unit level</li> <li>• The planning process will move quickly so it can be used to help develop the FY2020 budget; goal is to have a draft completed in early December</li> <li>• The Academic Program Review (APR) and Administrative Activities Review (AAR) will provide much of the data for the plan</li> <li>• The Steering Committee will provide updates to University Council and Faculty Senate throughout the process</li> </ul>	
3:14 – 3:18	PROVOST'S REMARKS	REX RAMSIER
DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• There has been no official decision regarding Stark State's proposal of a bachelor degree in accounting; we anticipate that opposition will be successful</li> <li>• We are developing a dual admission/enrollment agreement with Stark State and continue to work with them as a partner institution; we will use the same model to develop agreements with other NE Ohio Compact schools</li> <li>• Per the census numbers, the 7% decline in overall enrollment met projections and was expected due to: <ul style="list-style-type: none"> <li>○ Implementing the admission standards for new students and deferring those not adequately prepared to either Wayne College or a local community college</li> <li>○ Low enrollment in our out of state market; we have a new plan to correct this for fall 2019</li> </ul> </li> <li>• The freshman class is highly prepared with an average GPA of 3.50 and average ACT score of 23.0</li> <li>• We expect the Administrative Activities Review (AAR) to be completed within the next couple of weeks</li> </ul>	
3:18 – 3:28	ELECTIONS	HARVEY STERNS
DISCUSSION	<p>1. The chair asked for nominations for the position of chair and nominees made a statement of intent. <b>Phil Allen was elected chair</b> by a secret ballot vote.</p> <p>Election Results:</p> <ul style="list-style-type: none"> <li>• Phil Allen, 8</li> <li>• Taylor Bennington, 6</li> </ul> <p>2. The chair asked for nominations for the position of vice chair. <b>Ruth Nine-Duff was elected vice chair</b> by a secret ballot vote.</p> <p>Election Results:</p> <ul style="list-style-type: none"> <li>• Ruth Nine-Duff, 9</li> <li>• Kris Kraft, 4</li> </ul> <p>Phil Allen presided over the remainder of the meeting.</p>	
3:40 – 3:55	PHYSICAL ENVIRONMENT COMMITTEE IN-DEPTH STANDING COMMITTEE REPORT	NATHAN MORTIMER STEVE MYERS
DISCUSSION	Nathan Mortimer and Steve Myers discussed the attached <a href="#">Capital Projects Update PowerPoint Presentation</a> .	

	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• Most of the money to maintain infrastructure comes from state capital money, which is awarded on a two-year cycle</li> <li>• If anyone is interested in the status of capital projects, Nathan referred them to the Capital Projects Report prepared for the Board of Trustees</li> <li>• The following properties were razed for green space: Trecaso, Wheeler Street Residence, Grant Street Residence and Townhomes, Plasma Center; Vine Street Apartments will be razed in Fall 2018</li> <li>• Working with a developer to turn Martin Center into a boutique hotel at no cost to the University</li> <li>• Working to get permission to transfer titles of Ballet Center and Heisman Lodge to interested parties</li> <li>• The Board of Trustees created a Safety and Facilities Special Committee to discuss safety concerns south of Exchange Street; the following have been implemented <ul style="list-style-type: none"> <li>○ Replacement of streetlights</li> <li>○ Shift UAPD resources from day to night patrol; State Highway Patrol was brought closer to campus for a greater presence</li> <li>○ Clean up brush for increased visibility from tennis courts to campus</li> </ul> </li> <li>• Topic Submissions are in progress: Water fountains, renewable energy and gender neutral restrooms</li> <li>• Announced that 25% of our electricity will now come from green sources</li> <li>• Space Allocations</li> <li>• Project Updates</li> <li>• CBA North Addition is projected to be completed in May 2019</li> <li>• Institute for Human Science and Culture is in progress at the Roadway Building</li> <li>• Shared FY 2019-2020 Biennium allocation from State and where the funds will be used</li> </ul> <p>The following questions were discussed:</p> <ul style="list-style-type: none"> <li>• There is not a plan for classroom renovations (paint, furniture, etc.); we are focusing resources on the core of campus (Ayer and Crouse).</li> <li>• It is too expensive to fix the ASB parking lot; we are looking at other possibilities</li> <li>• Uneven concrete walkways and uneven bricks on Buchtel Common are addressed as we find them</li> <li>• There is no plan to add charging stations for electric cars at this time</li> </ul>
3:58 – 4:05	<p style="text-align: center;"><b>COMMITTEE REPORTS</b> <span style="float: right;"><b>COMMITTEE CHAIRS</b></span></p>
DISCUSSION	<p><b>Budget and Finance:</b> No report. Phil Allen offered they are working on a revised budget process to bring back to UC for consideration.</p> <p><b>Communications:</b> No report.</p> <p><b>Informational Technology:</b> No report. Will meet soon to convene for the semester.</p> <p><b>Institutional Advancement:</b> No report.</p> <p><b>Recreation and Wellness: positions are filled.</b> They are working on the food insecurity survey and the Student Union food pantry. Officers were elected and goals set for the year.</p> <p><b>Student Engagement and Success:</b> They will conduct elections at the next meeting.</p>

	<p><b>Talent Development and Human Resources:</b> They will conduct elections at the next meeting.</p> <p><b>Ad hoc Awards Committee:</b> No report.</p> <p><b>Ad hoc Human Development Committee:</b> They have a list of suggested sites for child care available to share, but UA does not have its own yet. FLO (Flexible Learning Options) are on hold, limiting the committee’s focus on nontraditional learners at this time. Working to make sure UA is welcoming to adults and to identify initiatives at UA that meet Age Friendly University criteria.</p> <p><b>Ad hoc Textbook Committee:</b> They are helping the Office of Academic Affairs complete the FY18 Affordability and Efficiency Report. Textbook committee will look into special publisher programs instituted this fall, allowing students day one access to many titles for one low fee. Students may need to know more about the process, particularly billing. Faculty should also be involved in spreading the message to students.</p> <p><b>Ad hoc Web Accessibility Committee:</b> No report.</p>
4:05 – 4:05	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>PHIL ALLEN</b></p>
<b>DISCUSSION</b>	<p>Dr. Midha recognized the outgoing chair, Harvey Sterns, and thanked him for his service to the University Council.</p> <p>The meeting was adjourned at 4:05 p.m. by unanimous consent.</p>

# University Council

MINUTES

OCTOBER 9, 2018

3 – 4:05 PM

ZOOK HALL 108

MEETING CALLED BY	Phil Allen, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Phil Allen, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	<p><b>Member:</b> Philip Allen, Linda Barrett, Taylor Bennington, Hailey Cargill, Jeanette Carson, Katie Cerrone, Ed Evans, Tonia Ferrell, Alec Gerred, Marjorie Hartleben, Brittany Hartman, Kristine Kraft, Paul Levy, Lynn Lucas, Ruth Nine-Duff, Jonah Pichette, Rex Ramsier, Kimberly Schveder, Julie Spiker, Harvey Sterns</p> <p><b>Absent with notice:</b> Julie Cajigas, John Green, Kris Nakoneczny, Linda Saliga  <b>Absent without notice:</b> Chand Midha</p> <p><b>Standing Committee Members:</b> Joan Busic, Amy Freels, Noah Gresser, Dorothy Gruich, Renata Jenosi, Shawn Stevens, Eric Veigel, Heather Walter</p> <p><b>Other attendees:</b> Andrew Adolph, Scott Campbell, Kim Cole, Neil L'Amoreaux, John Messina, Anthony Serpette, Joette Dignan Weir</p>
Agenda topics:	
3:00 – 3:04	CALL TO ORDER <span style="float: right;">PHIL ALLEN</span>
DISCUSSION	<ol style="list-style-type: none"> <li>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.</li> <li>The chair asked for additions or corrections to the September 11 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>
3:04 – 3:10	CHAIR'S REMARKS <span style="float: right;">PHIL ALLEN</span>
DISCUSSION	<ol style="list-style-type: none"> <li>The chair is looking forward to working with UC members. Please email comments and suggestions to Phil, <a href="mailto:paallen@uakron.edu">paallen@uakron.edu</a>, or Ruth, <a href="mailto:ruth9@uakron.edu">ruth9@uakron.edu</a>.</li> <li>The chair discussed the attached <a href="#">parameters and timeline for the Three-Year Action Plan</a>. UC will be an integral part of the process. Please note the following dates: <ul style="list-style-type: none"> <li>Wed., Nov. 21 – UC and Faculty Senate receive the draft University level report</li> <li>Tues., Nov. 27 – UC Discussion Meeting (special meeting for first reading)</li> <li>Tues., Dec. 4 – UC Voting Meeting (regular UC meeting)</li> </ul> <p>There may need to be an additional special meeting in December after the Board reviews the draft as any changes from BOT will be sent back to UC for review. The chair asked members to have flexibility in their schedules to accommodate our review of the plan.</p> </li> </ol>

	<p>3. The timeline for consideration of the four proposals for potential reorganization of some academic units has been revised to have evaluations and alternative suggestions completed by February 1, 2019. This change will enable the campus community to focus on completing the Three-Year Action Plan by December 2018, which will inform the FY19-20 budget.</p> <p>4. A revised budget process is expected to come to UC for consideration at the Nov. 13 UC meeting in anticipation of a vote at the December UC meeting.</p> <p>5. President Green responded to the University Achievement Awards resolution. The University will provide the same level of support for the awards in academic year 2018-19 as provided in academic year 2017-18. Vice President Messina will provide administrative support to the ad hoc Awards Committee. The chair suggested that fundraising be used to cover expanding the recognition effort.</p>
3:10 – 3:14	<p style="text-align: center;"><b>EXECUTIVE COMMITTEE REPORT</b></p> <p style="text-align: right;">RUTH NINE-DUFF</p>
DISCUSSION	<p>The vice chair reviewed the attached <a href="#">September 18 UC Executive Committee minutes</a>.</p>
3:14 – 3:18	<p style="text-align: center;"><b>PROVOST'S REMARKS</b></p> <p style="text-align: right;">REX RAMSIER</p>
DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• Dr. Green was unable to attend due to an Inter-University Council meeting. Provost Ramsier covered the president's remarks from the October 4 Faculty Senate meeting, including <ul style="list-style-type: none"> <li>○ Reiterated the timeline for the academic reorganization was moved to February 2019 as this discussion is about the structure of the university, not about the budget which takes precedence</li> <li>○ The Three-Year Action Plan is about the budget and will provide an actionable guideline for setting budgets annually</li> <li>○ <a href="#">Fall Enrollment by Academic Level and College Major</a> <ul style="list-style-type: none"> <li>▪ The numbers for this semester were back calculated to capture departments that moved</li> <li>▪ The Three-Year Action Plan will help us try to slow down enrollment decline</li> </ul> </li> </ul> </li> <li>• Today's <a href="#">Provost Update</a> contains an <a href="#">overview of Retention and Graduation rates</a> and a <a href="#">comparison between Georgia State University and UA</a>, which were discussed with the Board in October and June respectively <ul style="list-style-type: none"> <li>○ The data represents First-Time Full-Time bachelor's degree seeking students, which is 60% of the incoming freshman</li> <li>○ Beginning in 2013, "provisional" students were assigned to associate degree status and no longer count in the graduation rate data; about 10% of these students graduated</li> <li>○ We are now deferring students that are not adequately prepared to either Wayne College or a local community college</li> <li>○ Data about other students are forthcoming</li> <li>○ Georgia State University is more selective than UA; GSU denied about 40% of students who applied and UA denied about 3% of students who applied</li> <li>○ We will sign a Dual Admission and Enrollment Agreement with Stark State College on Friday, Oct. 12</li> <li>○ We are working on revising the Akron Guarantee Scholarship; current students will not be affected</li> </ul> </li> </ul>

3:45 – 4:00

STUDENT ENGAGEMENT AND SUCCESS COMMITTEE  
IN-DEPTH STANDING COMMITTEE REPORT

KATIE CERRONE

DISCUSSION

Katie Cerrone, chair, discussed the attached [committee goals](#).

The following were discussed:

- Help a Zip
- Class roster verification system
- Advising was decentralized and units will be assessing the impact of embedding advisers in colleges
- High Impact Teaching (HIT) Speaker Series; faculty will demonstrate new assignments, techniques and applications that have had a positive impact on their teaching; visit the [ITL website](#) for more information
  - Need series topics for February, March and April; if interested contact Katie Cerrone, [kc24@uakron.edu](mailto:kc24@uakron.edu), or Michelle Byrne, [mwb@uakron.edu](mailto:mwb@uakron.edu).
  - Students, particularly grad students, are welcome to attend the sessions
- Early Enrollment
- The committee will be looking at how the billing due date affects student enrollment
  - The fall billing date is before students receive their scholarship dollars

The Student Success Steering Team (SSST) looks at large scale factors that keep students from graduating. The SSST and advisers contact students who haven't registered to find out why and help, if needed.

Help-A-Zip can help students who are struggling with academics, mental health, finances and personal/social adjustment. Visit the [Help-A-Zip website](#) for more information.

A suggestion was made to conduct exit interviews with students who do not return to UA.

4:00 – 4:17

COMMITTEE REPORTS

COMMITTEE CHAIRS

DISCUSSION

**Budget and Finance:** No report.

**Communications:** No report.

**Informational Technology:** They are working on setting goals.

**Institutional Advancement:** They are working on setting goals.

**Physical Environment:** No report.

**Recreation and Wellness:** They are happy to have a new member from Wayne College. They are working on setting goals.

**Talent Development and Human Resources:** They elected officers and are working on setting goals.

**Ad hoc Awards Committee:** No report.

**Ad hoc Human Development Committee:** The Center for Family Studies has a checklist to help individuals determine the quality of a child care center. The committee is exploring how to make it accessible on the website or other avenues. They are also discussing lifelong learning, professional competence and human growth to refocus the university's attention on human development issues, courses and programs. The committee is exploring ways departments can come together through interdisciplinary courses or programs to retain this focus.

	<p>The following suggestions were made regarding childcare:</p> <ul style="list-style-type: none"> <li>• Salvation Army provides childcare from 6 am – 6 pm, Monday – Friday, \$35/week</li> <li>• ZipAssist may be able to subsidize childcare expenses</li> </ul> <p><b>Ad hoc Textbook Committee:</b> The textbook committee has met and is setting goals. The chair is scheduling speakers for the committee so they can learn more about affordable textbook options. This month the committee will hear from Cengage. Chair Allen requested the committee look into a report on how the fee-based service adopted this fall is going.</p> <p>There following was discussed about electronic textbooks:</p> <ul style="list-style-type: none"> <li>• Some students find it difficult to read on a computer; publishers will provide a binder of information for a nominal fee</li> <li>• Students are not being taught how to use online textbooks correctly; book reps will come to your class upon request and teach students how to use them</li> </ul> <p><b>Ad hoc Web Accessibility Committee:</b> They reviewed existing systems on campus to determine accessibility concerns and began an in-depth review of existing policies from peer institutions with the goal of combining the best of those into a cohesive UA document.</p>
4:05 – 4:17	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>PHIL ALLEN</b></p>
<b>DISCUSSION</b>	The meeting was adjourned at 4:17 p.m. by unanimous consent.

# University Council

MINUTES

NOVEMBER 13, 2018

3 – 4:35 PM

STUDENT UNION 312

MEETING CALLED BY	Phil Allen, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Phil Allen, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	<p><b>Member:</b> Philip Allen, Linda Barrett, Taylor Bennington, Jeanette Carson, Katie Cerrone, Ed Evans, Tonia Ferrell, Alec Gerred, John Green, Marjorie Hartleben, Brittany Hartman, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Allen Mathis, Chand Midha, Kris Nakoneczny, Ruth Nine-Duff, Jonah Pichette, Linda Saliga, Kimberly Schveder, Julia Spiker</p> <p><b>Absent with notice:</b> Julie Cajigas, Harvey Sterns, Rex Ramsier</p> <p><b>Absent without notice:</b> Lynn Lucas</p> <p><b>Other attendees:</b> Celeste Cook, Joseph Gingo, Wayne Hill, Sarah Kelly, Neil L'Amoreaux, John MacDonald, John Messina, Nathan Mortimer, Joette Dignan Weir</p>
Agenda topics:	
3:00 – 3:05	CALL TO ORDER <span style="float: right;">PHIL ALLEN</span>
DISCUSSION	<ol style="list-style-type: none"> <li>The chair called the meeting to order and asked for additions to the agenda. The topic, Presidential Search Process, was added after the President's Remarks. The agenda was approved as amended by unanimous consent.</li> <li>The chair asked for additions or corrections to the October 9 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</li> </ol>
3:05 – 3:10	CHAIR'S REMARKS <span style="float: right;">PHIL ALLEN</span>
DISCUSSION	<ol style="list-style-type: none"> <li>The chair provided an overview of the proposed presidential search process: <ul style="list-style-type: none"> <li>Conduct a closed search to obtain a larger and better pool of candidates</li> <li>Create a subcommittee consisting of the UC chair, FS chair, AAUP president and USG president</li> <li>The UC chair would indirectly represent all UC constituency groups not included on the subcommittee</li> <li>The subcommittee would be participatory instead of advisory, but would not vote on the final decision</li> </ul> <p>A discussion and vote will take place after the President's remarks.</p> </li> <li>CFO Mortimer will present a revised Continuous Planning and Budgetary Process during the In-Depth Budget and Finance Committee Report followed by a discussion and vote.</li> </ol>

	<p>3. Discussed the upcoming meeting schedule for UC’s discussion and vote on the university-wide Three Year Action Plan</p> <ul style="list-style-type: none"> <li>• A special meeting will be held on November 27, 2018 for a first reading and discussion of the Action Plan</li> <li>• A vote on endorsement of the Action Plan will be held at the December 4 UC meeting.</li> </ul>
3:10 – 3:15	<p style="text-align: center;"><b>EXECUTIVE COMMITTEE REPORT</b></p> <p style="text-align: right;">RUTH NINE-DUFF</p>
DISCUSSION	<p>The vice chair reviewed the attached <a href="#">October 16 UC Executive Committee minutes</a>.</p> <p>The Academic Activities Review (AAR) Report was released to the campus community on October 22. The full report and the reviews developed by the individual units are available at <a href="#">the AAR website</a>.</p>
3:15 – 3:25	<p style="text-align: center;"><b>PRESIDENT’S REMARKS</b></p> <p style="text-align: right;">JOHN GREEN</p>
DISCUSSION	<p>The Three-Year Action Plan was discussed:</p> <ul style="list-style-type: none"> <li>• The division level plans were due on Nov. 12 and have been posted to a Sharepoint site</li> <li>• President Green read the college plans and is pleased with the college-identified priorities and suggested action steps; he is in the process of reading the administrative and auxiliary plans</li> <li>• President Green, Provost Ramsier and CFO Mortimer will use the division level plans to create a university level plan which will be shared with UC for discussion and a vote for endorsement</li> <li>• The university level plan will impact the presidential search and be the foundation for creating the FY2020 budgets</li> <li>• All documents will be made available to the campus community</li> </ul> <p>He thanked the Three-Year Action Plan Steering Committee and asked UC members to express his appreciation to their colleagues across campus. Dr. Green recognized the plans were a lot of work in a short period of time and is certain this process will bear good results for the university over time.</p> <p>Concerns about faculty involvement in the Action Planning process should be directed to department chairs, deans and/or Faculty Senate.</p>
3:25 – 3:54	<p style="text-align: center;"><b>PRESIDENTIAL SEARCH PROCESS</b></p> <p style="text-align: right;">PHIL ALLEN</p>
DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> <li>• Kent State University and Cleveland State University have conducted closed searches</li> <li>• If there is a closed search, a suggestion was made to have an open forum with the Board of Trustees to give constituency groups an opportunity for input</li> <li>• Adding the CPAC and SEAC chairs to the subcommittee would make it too large</li> <li>• Are the UC constituency groups aware of today’s discussion and vote? CPAC, SEAC and USG are aware</li> <li>• University Rule 3359-1-05 regarding the presidential selection process would be revised</li> <li>• There was a suggestion to conduct a vote to choose the member who will represent UC on the search subcommittee</li> <li>• Jeanette Carson read the attached <a href="#">statement from CPAC and SEAC</a></li> <li>• There was a discussion about UC Bylaw H(I)(a), duties of the chair of the University Council/Executive Committee</li> </ul>

	<ul style="list-style-type: none"> <li>• The UC chair noted he would represent all constituents indirectly and would speak with all groups before to understand their perspectives so he can best represent them in the process</li> <li>• There was a discussion about what today’s vote would entail; a request was made for a written motion</li> </ul> <p>A motion was made to table the question and vote until we receive more information from Provost Ramsier. <b>The motion carried</b> by unanimous consent.</p> <p>It is the intent of the UC chair to hold the vote at the special UC meeting on November 27, 2018.</p>
3:55 – 4:15	<p style="text-align: center;"><b>BUDGET AND FINANCE COMMITTEE IN-DEPTH STANDING COMMITTEE REPORT</b></p> <p style="text-align: right;">PHIL ALLEN NATHAN MORTIMER</p>
DISCUSSION	<ol style="list-style-type: none"> <li>1. Phil Allen, chair, discussed the attached <a href="#">committee goals</a>.</li> <li>2. Nathan Mortimer, CFO, discussed the attached <a href="#">FY18 CFO Initiatives</a> that were taken to the Budget and Finance Committee.</li> <li>3. Nathan Mortimer, CFO, and Phil Allen, chair, discussed the attached <a href="#">Continuous Planning and Budgetary Process</a>.</li> </ol> <p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• The timeline runs November – June; the previously endorsed budget process ran July – May</li> <li>• The new timeline will allow the CFO to use census numbers to develop initial budgetary assumptions and estimates (Nov. – Feb.)</li> <li>• The CFO meets with the UC Budget and Finance Committee (Mar. – Apr.)</li> <li>• The UC makes its budget recommendation to the President (May)</li> </ul> <p>The UC Budget and Finance Committee discussed and endorsed the process.</p> <p>There was a motion to endorse the Continuous Planning and Budgetary Process. <b>The motion carried</b> by a secret ballot vote of 19 in favor and 1 opposed.</p>
4:15 – 4:35	<p style="text-align: center;"><b>COMMITTEE REPORTS</b></p> <p style="text-align: right;"><b>COMMITTEE CHAIRS</b></p>
DISCUSSION	<p><b>Communications:</b> No report.</p> <p><b>Informational Technology:</b> They finalized their goals, which include addressing identity management, ensuring the laptop refresh program is sustainable, establishing effective communication between IT and users, and discussing network storage space.</p> <p><b>Institutional Advancement:</b> They are finalizing their goals.</p> <p><b>Physical Environment:</b> They finalized their goals and approved space allocations. They will hold an election for chair at the next meeting.</p> <p><b>Recreation and Wellness:</b> They finalized their goals. They are working on a reciprocal service agreement between the UA Recreation and Wellness Center and Cleveland Clinic (Montrose, Green and Stow locations). More information is forthcoming and will appear in the Digest.</p>

	<p><b>Student Engagement and Success:</b> They are finalizing their goals. They will be discussing the First Year Experience, Choose Ohio First and the impact of the December billing on student enrollment.</p> <p><b>Talent Development and Human Resources:</b> They have finalized their goals. They are working on a sick leave policy and health care savings/incentives for employees, as well as workplace development via UA Solutions for employees and a workplace bullying and harassment policy</p> <p><b>Ad hoc Awards Committee:</b> No report.</p> <p><b>Ad hoc Human Development Committee:</b> They met with Dean Tudor about flexible learning options. They would like Dean Tudor to make a presentation to UC in February.</p> <p><b>Ad hoc Textbook Committee:</b> They saw a presentation by Cengage that provided an overview of their innovative textbook program aimed at making textbooks more affordable for students. Information about open textbooks is available at <a href="https://www.uakron.edu/affordablelearning/about/index.dot">https://www.uakron.edu/affordablelearning/about/index.dot</a>.</p> <p><b>Ad hoc Web Accessibility Committee:</b> They are working on a policy recommendation and will bring it to UC for endorsement.</p>
4:35 – 4:35	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>PHIL ALLEN</b></p>
<b>DISCUSSION</b>	<p>Congratulations to Tonia Ferrell. She received her Doctor of Philosophy degree in Higher Education Administration from Kent State University.</p> <p>The meeting was adjourned at 4:35 p.m. by unanimous consent.</p>

# University Council

MINUTES

NOVEMBER 27, 2018

3 – 4:20 PM

ZOOK HALL 108

MEETING CALLED BY	Phil Allen, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Phil Allen, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	<p><b>Member:</b> Philip Allen, Linda Barrett, Taylor Bennington, Jeanette Carson, Katie Cerrone, Ed Evans, Tonia Ferrell, John Green, Brittany Hartman, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Allen Mathis, Chand Midha, Jonah Pichette, Rex Ramsier, Linda Saliga, Kimberly Schveder, Julia Spiker, Harvey Sterns</p> <p><b>Absent with notice:</b> Julie Cajigas, Marjorie Hartleben, Kris Nakoneczny, Ruth Nine-Duff  <b>Absent without notice:</b> Hailey Cargill, Lynn Lucas</p> <p><b>Standing Committee Members:</b> Joan Busic, Sharon Crawford, Mark Foster, Amy Freels, Robert Gandee, Dorothy Gruich, Renata Janosi, Kat McDonald-Miranda, Michele Novachek, Alma Olson, Abbey Shiban, Shawn Stevens, Kathee Evans, Eric Veigel, Anwar Sadek</p> <p><b>Other attendees:</b> Lewis Adkins, Andrew Adolph, Roland Bauer, Annie Hanson, Wayne Hill, John MacDonald, John Messina, Stephen Myers, Joette Dignan Weir</p>
Agenda topics:	
3:00 – 3:05	CALL TO ORDER <span style="float: right;">PHIL ALLEN</span>
DISCUSSION	The chair called the meeting to order.
3:05 – 4:00	THREE-YEAR ACTION PLAN DISCUSSION <span style="float: right;">JOHN GREEN</span>
DISCUSSION	<p>President Green discussed the attached <a href="#">Three-Year Action Plan Revised Draft</a>.</p> <ul style="list-style-type: none"> <li>The four priorities that guide the plan are in priority order (page 2)</li> <li>Each priority has a list of specific actionable priorities that link to the college/unit plans (see italicized text) and are not in any particular order</li> </ul> <p>Background and timeline:</p> <ul style="list-style-type: none"> <li>The Three-Year Action Plan Steering Committee produced a set of guidelines to assist the colleges/units in the process of developing their plans</li> <li>The college/unit plans were used to develop the University Three-Year Action Plan draft being discussed today</li> <li>President Green will also discuss the plan with Faculty Senate, Student Government and community leaders this week</li> <li>UC will conduct a vote for endorsement of the plan at the Dec. 4 UC meeting</li> <li>The plan will go to the Board of Trustees on Dec. 5</li> <li>The plan is expected to be finalized by Dec. 21</li> <li>After the plan is finalized, President Green will meet with colleges/units to help them align their priorities with the University level priorities in the plan</li> </ul>

	<p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• The Faculty Senate ad hoc Committee on Strategic Planning produced the unifying statement as a description of where UA is now</li> <li>• It is important to align our finances with our priorities</li> <li>• Retaining students is the top priority</li> <li>• The Undergraduate Enrollment Plan includes recruitment as well as persistence, retention and graduation</li> <li>• We are looking at options for a user-friendly centralized software system for advising</li> <li>• Research efforts are important; however, we must do it in a cost-effective way</li> <li>• UA plays an important role in the community and we will strengthen community partnerships</li> <li>• College and support units want to help with student recruitment</li> <li>• UA’s Sesquicentennial anniversary is an opportunity for fundraising</li> <li>• UA will increase the speed of curricular approvals</li> </ul> <p>Please send contextual comments/suggestions to President Green, Provost Ramsier and VP Hill.</p> <p>President Green presided over an informal Q&amp;A session, which elicited useful feedback for future versions of the plan.</p>
4:00 – 4:20	<p style="text-align: center;"><b>PRESIDENTIAL SEARCH PROCESS</b></p> <p style="text-align: right;"><b>REX RAMSIER</b></p>
DISCUSSION	<p>In summary, the Board of Trustees’ proposal for a new Presidential search process represents a significant step forward in shared governance. The proposal expands the Presidential search committee to include the elected leaders of University Council and five other governance bodies throughout the selection process, and by maintaining confidentiality UA should be able to attract the best possible pool of candidates - one of whom we hope will be our next President.</p> <p>The following was discussed:</p> <ul style="list-style-type: none"> <li>• Representatives from campus constituent groups and the Akron community will attend meetings to discuss the proposed criteria for the job description (same as in the past)</li> <li>• The Board is proposing a confidential search process</li> <li>• The proposal also alters the structure of the presidential search committee to include the Board of Trustees and the leaders of the governance bodies recognized by Board Rules (UC, Faculty Senate, CPAC, SEAC, USG and AAUP)</li> <li>• The Presidential Search Committee will discuss the candidates in executive sessions of the Board and make a consensus recommendation</li> <li>• The Board is the hiring authority and will conduct the vote to select the next president in a public session of the Board</li> <li>• Board consideration of the proposed rule is tentatively scheduled for the Dec. 5 BOT meeting</li> </ul> <p>Akron AAUP Executive Committee has endorsed the proposal. They will conduct a vote to change language in their contract.</p> <p>There is not language in the UC bylaws that would require a vote. However, the UC Executive Committee will bring a motion for endorsement to the Dec. 4 UC meeting.</p> <p>The meeting was adjourned at 4:20 p.m.</p>

# University Council

MINUTES

DECEMBER 4, 2018

3 – 4:10 PM

ZOOK HALL 108

MEETING CALLED BY	Phil Allen, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Phil Allen, chair	
NOTE TAKER	Kim Haverkamp	
ATTENDEES	<p><b>Member:</b> Philip Allen, Linda Barrett, Taylor Bennington, Jeanette Carson, Katie Cerrone, Ed Evans, Tonia Ferrell, John Green, Marjorie Hartleben, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Allen Mathis, Chand Midha, Kris Nakoneczny, Ruth Nine-Duff, Jonah Pichette, Rex Ramsier, Linda Saliga, Kimberly Schveder, Julia Spiker, Harvey Sterns</p> <p><b>Absent with notice:</b> Julie Cajigas, Brittany Hartman, Lynn Lucas</p> <p><b>Absent without notice:</b> Hailey Cargill</p> <p><b>Standing Committee Members:</b> William Cole, Sharon Crawford, Robert Gandee, Steve Kauffman, Huey-Li Li, Alma Olson, Barb Pizzute, Carrie Short</p> <p><b>Other attendees:</b> Andrew Adolph, Roland Bauer, Celeste Cook, Annie Hanson, Wayne Hill, Sarah Kelly, Jolene Lane, John MacDonald, John Messina, Stephen Myers, John Reilly, Joette Dignan Weir</p>	
Agenda topics:		
3:00 – 3:02	CALL TO ORDER	PHIL ALLEN
DISCUSSION	<ol style="list-style-type: none"> <li>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.</li> <li>The chair asked for additions or corrections to the November 13 University Council minutes. The date will be corrected. The minutes were approved as amended by unanimous consent.</li> </ol>	
3:02 – 3:04	CHAIR'S REMARKS	PHIL ALLEN
DISCUSSION	<ol style="list-style-type: none"> <li>Aimee deChambeau will discuss UA's continuous planning cycle. Shared governance has played a part of this process at each step. University Council and Faculty Senate will be asked to review a revised University Plan each year.</li> <li>The chair wished everyone a happy holiday season.</li> </ol>	
3:04 – 3:06	EXECUTIVE COMMITTEE REPORT	PHIL ALLEN
DISCUSSION	The chair reviewed the attached <a href="#">November 20 UC Executive Committee minutes</a> .	
3:06 – 3:08	PRESIDENT'S REMARKS	JOHN GREEN
DISCUSSION	<ol style="list-style-type: none"> <li>President Green hopes to see everyone at the UA Holiday Social on Monday, Dec. 10 from 3 - 5 p.m. in the Jean Hower Taber Student Union Faculty/Staff Dining Room and Piano Lounge. Stop by for cookies, coffee, cider and fellowship.</li> </ol>	

	<p>2. Congratulations to the soccer team as they head to California for the NCAA College Cup. We are proud of them for achieving success at the highest levels</p> <p>3. He wished everyone a restful and happy holiday break.</p>
3:08 – 3:10	<p style="text-align: center;"><b>PROVOST’S REMARKS</b></p> <p style="text-align: right;"><b>REX RAMSIER</b></p>
<b>DISCUSSION</b>	<p>1. Provost Ramsier thanked everyone for the time spent on the University plan and for trying to make UA a better place. He expressed pride in the work and level of shared governance exhibited during the process.</p> <p>2. He wished everyone a happy holiday season.</p>
3:10 – 3:15	<p style="text-align: center;"><b>PRESIDENTIAL SEARCH PROCESS</b></p> <p style="text-align: right;"><b>PHIL ALLEN</b></p>
<b>DISCUSSION</b>	<p>The following motion was made:  The University Council Executive Committee fully supports the Board of Trustees’ proposal for a new Presidential search process, as it represents a significant step forward in shared governance at The University of Akron. The proposal expands the Presidential search committee to include the elected leaders of University constituency groups throughout the selection process, and by maintaining confidentiality we should be able to attract the broadest range of individuals to be our next president. We move that UC vote in favor of endorsing this proposal by the Board of Trustees.</p> <p><b>The motion to endorse carried</b> by a secret ballot vote of 16 in favor and 2 opposed.</p>
3:15 – 3:44	<p style="text-align: center;"><b>THREE-YEAR ACTION PLAN</b></p> <p style="text-align: right;"><b>PHIL ALLEN</b></p>
<b>DISCUSSION</b>	<p>Aimee deChambeau presented the attached <a href="#">University of Akron Continuous Planning Cycle</a> and the following were discussed:</p> <ul style="list-style-type: none"> <li>• The cycle will begin in January 2019 after the adoption of the University Plan</li> <li>• It runs parallel to the attached <a href="#">Continuous Planning and Budgetary Process</a></li> <li>• A preliminary update of the University Plan will be presented at the Oct. UC and FS meetings</li> <li>• The final draft of the University Plan will be presented at the Nov. UC and FS meetings; UC will vote on endorsement</li> <li>• The final draft of the University Plan will go to the Board in Dec.</li> </ul> <p>Three-Year Action Plan discussion:</p> <ul style="list-style-type: none"> <li>• Faculty Senate Chair Linda Saliga commented that Faculty Senate discussed the Three-Year Action Plan and there is concern about the vagueness of the plan and they want to make sure it is implemented through shared governance processes. The academic revisions they suggested were made to the draft brought to UC for endorsement. Faculty do not disapprove of the plan.</li> <li>• The change to 120 credits for bachelor’s degrees is in the plan because it is a state mandate and it will reduce costs to students and time to graduation.</li> <li>• Four-year degrees offered at Wayne College and satellite campuses will be in coordination with main campus departments.</li> </ul> <p>The following motion was made:  The University of Akron’s Three-Year Action Plan is the result of an inclusive, University-wide process that generated hundreds of actionable suggestions and recommendations to advance the University. The consistent themes contained within the unit-level plans from the deans and the vice presidents are reflected in the University’s overall draft plan. The plan was reviewed by numerous constituencies throughout the University and those comments were considered as part of the final draft that has been presented to University Council for its endorsement.</p>

	<p>Accordingly, the University Council Executive Committee recommends that the full University Council endorse this plan, which will be presented by the President to the UA Board of Trustees for final action at its December 5, 2018 meeting.</p> <p><b>The motion to endorse carried</b> by a secret ballot vote of 15 in favor and 3 opposed.</p>
3:44 – 4:06	<p style="text-align: center;"><b>INSTITUTIONAL ADVANCEMENT COMMITTEE</b> <b>IN-DEPTH STANDING COMMITTEE REPORT</b></p> <p style="text-align: right;"><b>JULIA SPIKER</b> <b>STEVE KAUFMAN</b></p>
DISCUSSION	<p>Julia Spiker, chair, presented the attached <a href="#">committee goals</a> and the following were discussed:</p> <ul style="list-style-type: none"> <li>• They are continuing to work on the Scholarship Toolkit, which is housed in Brightspace, of best practices for those in colleges/departments who process scholarship applications. The committee wants to finalize the site by the end of the fiscal year.</li> <li>• They will develop a marketing campaign to improve the ways students are made aware of scholarship in an effort to reduce the number of unawarded scholarships.</li> <li>• They will improve searchability of the UA Development Scholarship webpage to help students research available scholarships. They will also develop a messaging campaign to help colleges and other university units become aware of the website.</li> </ul> <p>Steve Kauffman presented the Scholarship Toolkit site that is located in Brightspace. The scholarship process is not changing. The information in the toolkit will help departments meet scholarship deadlines and be more competitive with scholarship awards.</p> <p>The Scholarship Toolkit includes:</p> <ul style="list-style-type: none"> <li>• How scholarships are awarded and deadlines</li> <li>• Scholarship cap information</li> <li>• Best practices</li> <li>• Frequently asked questions</li> <li>• Discussion forums</li> </ul> <p>Anyone who would like access to the Scholarship Toolkit should contact Steve Kaufman at <a href="mailto:skauffman@uakron.edu">skauffman@uakron.edu</a>.</p>
4:06 – 4:10	<p style="text-align: center;"><b>COMMITTEE REPORTS</b></p> <p style="text-align: right;"><b>COMMITTEE CHAIRS</b></p>
DISCUSSION	<p><b>Budget and Finance:</b> No report.</p> <p><b>Communications:</b> They are finalizing goals. A social media communication effort to inform students of the Student Emergency Financial Assistant (SEFA) program is underway. The committee will report back to UC.</p> <p><b>Informational Technology:</b> They are working on goals and discussing a topic brought to them from outside UC. The UC chair asked the committee to provide information about the new software that will replace PeopleSoft.</p> <p><b>Physical Environment:</b> They approved a space allocation form for an Urban STEM Education Center in the LeBron James College of Education.</p> <p><b>Recreation and Wellness:</b> No report</p> <p><b>Student Engagement and Success:</b> Kevin Rushing has been invited to the next meeting to discuss student billing deadlines.</p> <p><b>Talent Development and Human Resources:</b> They are discussing the leave bank policy and the tuition remission for professional development topic submission.</p>

	<p><b>Ad hoc Awards Committee:</b> No report.</p> <p><b>Ad hoc Human Development Committee:</b> They are continuing to explore ways to create opportunities for adults on campus, such as specialized workshops.</p> <p><b>Ad hoc Textbook Committee:</b> No report.</p> <p><b>Ad hoc Web Accessibility Committee:</b> No report.</p>
4:10 – 4:10	<p style="text-align: center;">NEW BUSINESS</p> <p style="text-align: right;">PHIL ALLEN</p>
DISCUSSION	<p>The meeting was adjourned at 4:10 p.m. by unanimous consent.</p>