

University Council Executive Committee

MINUTES

JANUARY 24, 2023

3:34-4:09 PM

MICROSOFT TEAMS

MEETING CALLED BY	Jeanette Carson
TYPE OF MEETING	Monthly Meeting
PRESIDER	Jeanette Carson
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Attendees: Jeanette Carson, Ed Evans, JP Garcher, Marjorie Hartleben, Kris Kraft, Nate Meeker, Benjamin Swanson, John Wiencek</p> <p>Absent with notice: Tonia Ferrell</p> <p>Absent without notice:</p>
Agenda topics:	
CALL TO ORDER JEANETTE CARSON	
	<ol style="list-style-type: none"> The chair called the meeting to order. The agenda for the meeting was approved unanimously. The minutes of the November 29, 2022 meeting were approved as distributed.
TOPIC SUBMISSIONS JEANETTE CARSON	
	<p>One topic submission was received:</p> <ul style="list-style-type: none"> Grant Graduation from COB – send to Dean Nemer and cc Gwen. Include chair, Debmalya Mukherjee, Erin Makarius. Mention that OAA has been copied.
UNFINISHED BUSINESS JEANETTE CARSON	
	<ul style="list-style-type: none"> UC Procedural Manual – the vice chair thanked Kris and Heather for what was created so far. The full committee will meet to discuss and plan for the next portion. Guest speakers: February guests will be discussing New Student Orientation and Christin Seher will be speaking as well. It was suggested to have Chief of Police, Jim Gilbride come to the March meeting along with Kerry Jackson to discuss campus safety updates. Heather will contact Stephen McKellips to see if he can move to the April UC meeting. There was also discussion on future speakers and Faii from Counseling had contacted Kris Kraft to offer to discuss the School of Counseling. After more discussion the UCEC decided to create a mental health month in August 2023 and invite other mental health agencies on campus to attend. This topic will be revisited at the February UCEC meeting. It was also suggested that advisors be invited to that mental health month meeting.

	<ul style="list-style-type: none"> • There was discussion on making the past presentations available to campus on the UC website. Heather was asked to create a spreadsheet of all speakers that have presented with links to their PowerPoints. This will be placed on the UC website.
<p style="text-align: center;">NEW BUSINESS JEANETTE CARSON</p>	
	<ul style="list-style-type: none"> • Agenda for the February 14, 2023 UC meeting was approved. The provost will be out of town for this meeting but will invite Gwen to attend to speak. • Service Awards – the vice chair brought up the issue of the event for service awards. In the past there were awards for the milestones of employment; 5, 10, 15, 20, 25, 30, 35 and 40+ years of service. There would be an event in Quaker Station with refreshments and the president and provost would attend. Would like to incorporate the Achievement Awards into this and bring back to a full event. It was shared that in 2019 this was an event with Alumni, with their luncheon. The provost suggested reaching out to Willy Kollman to get ideas for putting on the event this year and to coordinate with him for awards. The provost indicated that OAA would be willing to help with awards. It was also pointed out that HR had a hand in the service awards and would need to be in the loop as well. A memo will be sent to Willy to set up a discussion with the chair, vice chair and secretary about the event and the awards. • For the February UCEC meeting there was suggestion to discuss time for compliance training. • Heather to check with Kristin on the president’s availability for the February meeting.
<p style="text-align: center;">GOOD OF THE ORDER JEANETTE CARSON</p>	
	<ul style="list-style-type: none"> • No items for Good of the Order. • The meeting was adjourned at 4:09 pm.