

# University Council

## MINUTES

NOVEMBER 22, 2011 8 – 9:30 A.M.

<b>MEETING CALLED BY</b>	Mike Sherman
<b>TYPE OF MEETING</b>	Initial Organization Meeting
<b>FACILITATOR</b>	Mike Sherman
<b>NOTE TAKER</b>	Kim Haverkamp
<b>ATTENDEES</b>	<p>Mike Sherman, Dale Adams, Jim Boyes, Matt Bungard , Julie Burdick, Gustavo Carri, Cheryl Collins-Slusarczyk, David Cummins, Ted Curtis, Kelly Daw, Alexa Doult, Elizabeth Erickson, Charlie Fey, Kim Gentile, Jessica Goerke, Kim Haverkamp, Wayne Hill, Becky Hoover, John Kline, Eileen Korey, John LaGuardia, Timothy Lillie, Sue McKibben, Chand Midha, Stacey Moore, George Newkome, Justin Orashan, Andrea Pavlichich, Nancy Roadruck, Jim Sage, Shivakumar Sastry, Steve Sedlock, Laura Spray, Bob Stachowiak, Tom Wistrill, David Witt</p> <p>Absent: Karastin Katusin,</p> <p>Excused: Kent Marsden, Jim McHugh, Harvey Sterns</p>

## Agenda topics

8:00 – 8:30

UNIVERSITY COUNCIL OVERVIEW

MIKE SHERMAN

<b>DISCUSSION</b>	<p>The Exploratory Committee was recognized and introductions were made. Dr. Sherman explained the structure and procedures for University Council. The PowerPoint presentation is on the SharePoint site:  <a href="https://sps.uakron.edu/committees/UC/SitePages/Home.aspx">https://sps.uakron.edu/committees/UC/SitePages/Home.aspx</a></p>
<b>CONCLUSIONS</b>	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

8:30 – 9:00

SHAREPOINT, WEBSITE, ISSUE BRIEF REVIEW

JULIE BURDICK

<b>DISCUSSION</b>	Julie Burdick demonstrated the University Council website, SharePoint site, and Issue Brief Survey. The UC SharePoint site can be accessed from the UC website. The Issue Brief Survey will be linked to the UC SharePoint site. Attendees were provided with an Issue Brief Survey document that can be used as a template in Standing Committees.
-------------------	---

--	--

<b>CONCLUSIONS</b>	Standing Committees must complete <i>the online format</i> of the Issue Brief Survey to submit issues for a decision by University Council.
--------------------	---

--	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

9:00 – 9:25

STANDING COMMITTEE REPORTS

STANDING COMMITTEE CHAIRS

<b>DISCUSSION</b>	Chairs reported on the progress of their Standing Committee meetings and the focus areas for the upcoming year.
-------------------	---

--	--

<b>CONCLUSIONS</b>	Dr. Sherman suggested that the next step for Standing Committees be to determine the policy issues they would contemplate changing.
--------------------	---

--	--

--	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

9:25 – 9:40

UC STEERING COMMITTEE ELECTION

MIKE SHERMAN

<b>DISCUSSION</b>	<p>The decision was made to hold the UC Steering Committee election at the next meeting. The positions available are: co-chair, vice chair, secretary, and two at-large members. These positions will be held by non-administrator members. Three nominations were made for the chair position: Kent Marsden, Tim Lillie, and Bob Stachowiak. These candidates will submit a written statement of interest before the next meeting.</p>		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**Next University Council Meeting: Tues., December 6, 2011, 8 – 9:30 a.m., Student Union Ballroom B**

# University Council

## MINUTES

DECEMBER 6, 2011 8 – 9:30 A.M.

<b>MEETING CALLED BY</b>	Mike Sherman
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>FACILITATOR</b>	Mike Sherman
<b>NOTE TAKER</b>	Kim Haverkamp
<b>ATTENDEES</b>	<p>Dale Adams, Jim Boyes, Matt Bungard, Julie Burdick, Cheryl Collins-Slusarczyk, David Cummins, Ted Curtis, Kelly Daw, Alexa Doult, Elizabeth Erickson, Charlie Fey, Kim Gentile, Jessica Goerke, Kim Haverkamp, Wayne Hill, Becky Hoover, John Kline, Eileen Korey, Timothy Lillie, Kent Marsden, Sue McKibben, Stacey Moore, Justin Orashan, Andrea Pavlichich, Jim Sage, Mike Sherman, Shivakumar Sastry, Steve Sedlock, Laura Spray, Harvey Sterns, Tom Wistrill, David Witt</p> <p>Absent: Gustavo Carri, Jim McHugh, Nancy Roadruck</p> <p>Excused: Karastin Katusin, John LaGuardia, Chand Midha, George Newkome, Bob Stachowiak</p>

### Agenda topics

8:05 – 8:15

OPENING REMARKS

MIKE SHERMAN

<b>DISCUSSION</b>	<p>A motion was made to begin the meeting. The minutes were read and approved. They are posted on the UC SharePoint site:  <a href="https://sps.uakron.edu/committees/UC/SitePages/Home.aspx">https://sps.uakron.edu/committees/UC/SitePages/Home.aspx</a></p>
<b>CONCLUSIONS</b>	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

8:15 – 9:00

ELECTION OF OFFICERS

MIKE SHERMAN

<b>DISCUSSION</b>	<p>Nominations were made, nominees accepted the nomination, nominees gave brief remarks, and votes were cast by secret ballot. Tellers were selected from each constituency group to count votes.</p> <p>Nominations were:</p> <ul style="list-style-type: none"> <li>• <b>Co-Chair:</b> Tim Lillie, Kent Marsden, Bob Stachowiak (nominees submitted a statement of interest prior to the meeting)</li> <li>• <b>Vice Chair:</b> Kent Marsden, Jim Boyes</li> <li>• <b>Secretary:</b> Nancy Roadruck</li> <li>• <b>First and Second At-Large Members:</b> Sue McKibben, Stacey Moore, Jessica Gorke, Bob Stachowiak, David Witt (a motion was made to hold the first and second at-large member elections together and the top two votes would be elected)</li> </ul>
-------------------	--

<b>CONCLUSIONS</b>	<p>Officers elected were:</p> <ul style="list-style-type: none"> <li>• <b>Co-Chair:</b> Tim Lillie</li> <li>• <b>Vice Chair:</b> Kent Marsden</li> <li>• <b>Secretary:</b> Nancy Roadruck</li> <li>• <b>First At Large Member:</b> Jessica Gorke</li> </ul> <p>There was a tie between Sue McKibben and Stacey Moore. A vote was taken by secret ballot to break the tie.</p> <ul style="list-style-type: none"> <li>• <b>Second At Large Member:</b> Sue McKibben</li> </ul>
--------------------	---

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

9:00 – 9:10

COMMITTEE UPDATES/NEW BUSINESS

TIM LILLIE

<b>DISCUSSION</b>	Physical Environment Committee is meeting with Sasaki this week. Athletics cancelled the December meeting because of the Sasaki visit and will convene in January for a tour of the athletic facilities. No new business was proposed.		
<b>CONCLUSIONS</b>	Roberts Rules of Order instructions will be provided to members.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

9:10 – 9:20

ANNOUNCEMENTS

MIKE SHERMAN/TIM LILLIE

<b>DISCUSSION</b>	President Proenza will attend the next meeting on January 17, 8 – 9:30 a.m. UC Steering Committee will meet prior to the January 17 <sup>th</sup> meeting. Standing Committee Chairs should send documents they would like University Council to know or discuss to Nancy Roadruck ( <a href="mailto:nancy5@uakron.edu">nancy5@uakron.edu</a> ) and copy Kim Haverkamp ( <a href="mailto:kh1@uakron.edu">kh1@uakron.edu</a> ) one week prior to the next UC meeting.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

**Next University Council Meeting: Tues., January 17, 2011, 8 – 9:30 a.m., Student Union 316.**