

University Council

MINUTES

JANUARY 14, 2020

3 – 4 PM

STUDENT UNION 335

MEETING CALLED BY	Ruth Nine-Duff, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Ruth Nine-Duff, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	<p>Member: Phil Allen, Linda Barrett, Ann Bruno, Jeanette Carson, Katie Cerrone, Ed Evans, Tonia Ferrell, Marjorie Hartleben, Brittany Hartman, Paul Levy, Mary Jo MacCracken, Gary Miller, Kris Nakoneczny, Ruth Nine-Duff, Mark Okocha, Dane Quinn, Linda Saliga, Shiva Sastry, Tiffany Schmidt, Isaiah Smith, Julia Spiker, Amanda Stefin, Shawn Stevens, Joe Uργο</p> <p>Absent with notice: Arnob Banik, Jared Brown, Kristine Kraft</p> <p>Absent without notice: None</p> <p>Other attendees: Andrew Adolph, Celeste Cook, John Corby, Olivia Demas, Mike Dowling, Tammy Ewin, Amy Freels, Wayne Hill, Jolene Lane, John MacDonald, John Messina, John Reilly, Harvey Sterns, Steve Storck, Joette Dignan Weir</p>
Agenda topics:	
3:00 – 3:05	CALL TO ORDER RUTH NINE-DUFF
DISCUSSION	<ol style="list-style-type: none"> The chair called the meeting to order and asked for additions or revisions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. The chair asked for additions or corrections to the Dec. 3 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.
3:05 – 3:10	EXECUTIVE COMMITTEE REPORT RUTH NINE DUFF
DISCUSSION	The chair reviewed the attached December 17 UC Executive Committee minutes and encouraged members to submit suggestions for guest speakers on the UC website .
3:10 – 3:20	PRESIDENT'S REMARKS GARY MILLER
DISCUSSION	<p>The following were discussed:</p> <ul style="list-style-type: none"> He introduced two new University leaders: Steve Storck, Interim Chief Financial Officer and Tammy Ewin, VP Marketing and Communication The search for a permanent VP/Chief Financial Officer will begin soon His welcome message to campus describes the discussions that will take place over the next couple months (email message sent on Mon., Jan. 13)

	<ul style="list-style-type: none"> Deans, their faculty and leadership will work together on a new way to share accountability for building enrollment, finding new revenue streams and addressing expense reduction challenges <p>Strategic Planning Update:</p> <ul style="list-style-type: none"> The UCEC completed the review of the three-year action plans with the deans The Strategic Work Group (SWG) is finalizing their initial recommendations of strategic themes for the future of the University A campus event to talk about the strategic themes is being planned for Jan. 28 The President and Provost are impressed with the work products created by the SWG and UCEC A group will be established to develop a strategic plan from the work done by the SWG and UCEC
3:20 – 3:25	<p>PROVOST’S REMARKS</p> <p style="text-align: right;">JOE URGO</p>
DISCUSSION	<p>The following was discussed about student success:</p> <ul style="list-style-type: none"> There is a plan to expand course offerings this summer to help more students graduate on time <ul style="list-style-type: none"> Departments/Advisors will be encouraged to alert individual students who would benefit from the expanded summer schedule Dean searches are underway for BCAS, CHP and CAST Searches are underway for Vice President for Enrollment Management and Director, Office of Institutional Research and Strategic Analysis
3:25 – 3:40	<p>GUEST SPEAKER</p> <p style="text-align: right;">JOHN CORBY</p>
DISCUSSION	<p>John Corby, Chief Information Officer discussed the attached presentation about technology training. The following items were discussed:</p> <ul style="list-style-type: none"> Technology training status for instructor-led, custom on-demand and delivered on-demand opportunities The LinkedIn Learning Pilot will begin soon The WebEx license will be extended for 1 year The migration from Grades First to PeopleSoft Advising will be completed this week; the advisor notes are available on PS Advising; training will be provided IT Training Resources can be found at http://www.uakron.edu/training ITS will run an Office 365 instructor-led training series from January – March <ul style="list-style-type: none"> Dates, times and locations are available at http://www.uakron.edu/seminars
3:40 – 3:55	<p>COMMUNICATION IN-DEPTH REPORT</p> <p style="text-align: right;">TIFFANY SCHMIDT WAYNE HILL</p>
DISCUSSION	<ol style="list-style-type: none"> Wayne Hill, Vice President/Chief of Staff, introduced Tammy Ewin, VP Communication and Marketing and provided a preview of the new brand strategy that will begin in February. Tiffany Schmidt, chair, discussed the attached presentation about committee goals. The following items were discussed: <ol style="list-style-type: none"> The Families Helping Families Fund will replace the Student Emergency Financial Assistance grant allowing us to continue to help student in need They are planning to create a new survey to determine how student are receiving communications They are working with the Sesquicentennial marketing subcommittee

3:55 – 3:55	UNFINISHED BUSINESS	
DISCUSSION	There were none at this time.	
3:55 – 4:00	COMMITTEE REPORTS	RUTH NINE-DUFF
DISCUSSION	<ol style="list-style-type: none"> 1. The attached committee reports were submitted for UC review prior to the meeting. There were no questions concerning committee reports. 2. Ann Bruno expressed concern about increased traffic on the commons/brick walkways. She will submit a topic submission. 	
3:50 – 3:50	NEW BUSINESS	RUTH NINE-DUFF
DISCUSSION	The meeting was adjourned at 4:00 p.m. by unanimous consent.	

February 2020 UC meeting was canceled.

University Council

MINUTES

MARCH 10, 2020

3 – 3:40 PM

LEIGH HALL 214

MEETING CALLED BY	Ruth Nine-Duff, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Ruth Nine-Duff, chair	
NOTE TAKER	Kim Haverkamp	
ATTENDEES	<p>Member: Phil Allen, Arnob Banik, Linda Barrett, Jared Brown, Ann Bruno, Jeanette Carson, Katie Cerrone, Tonia Ferrell, Rachel Keay-McVay, Paul Levy, Mary Jo MacCracken, Gary Miller, Kris Nakoneczny, Ruth Nine-Duff, Mark Okocha, Linda Saliga, Shiva Sastry, Tiffany Schmidt, Isaiah Smith, Julia Spiker, Amanda Stefin, Shawn Stevens, Joe Urgo</p> <p>Absent with notice: Kristine Kraft, Marjorie Hartleben, Dane Quinn Absent without notice: Ed Evans, Brittany Hartman</p> <p>Other attendees: Andrew Adolph, Morgan Booker, Natalie Bronning, Kim Cole, Celeste Cook, Josie Cremeans, Aimee deChambeau, Olivia Demas, Mike DeMoss, Mike Dowling, Kevin Feezel, James Garcher, Morgan Hamuscin, Skylar Harberman, Wayne Hill, Greg Hustak, Grace Kasunic, Jolene Lane, Austin Marsh, Grant McConnell, Melanie McGuir, John Messina, Jasmin Mireiez, Brandon Mohan, Jonah Pickette, Nichole Santangelo, Andrew Shotts, Emily Starken, Steve Staub, Harvey Sterns, Jacob Stump, Ben Swanson, Veronica Tomasko, KaJuane Weeden, Joette Dignan Weir</p>	
Agenda topics:		
3:00 – 3:05	CALL TO ORDER	RUTH NINE-DUFF
DISCUSSION	<p>3. The chair called the meeting to order and asked for additions or revisions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</p> <p>4. The chair asked for additions or corrections to the Jan. 14 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</p>	
3:05 – 3:10	EXECUTIVE COMMITTEE REPORT	RUTH NINE DUFF
DISCUSSION	The chair reviewed the attached February 25 UC Executive Committee minutes .	
3:10 – 3:25	PRESIDENT'S REMARKS	GARY MILLER
DISCUSSION	<p>President Miller discussed the following announcement that was sent to the campus community:</p> <p>In keeping with advice and recommendations regarding COVID-19 from Governor DeWine and health officials to avoid large numbers of people interacting in close proximity to one another, The University of Akron is stopping face-to-face instruction effective at 5:00 PM today.</p>	

	<p>No classes will be held the rest of this week or next week to allow faculty time to develop their plans for migrating their courses to on-line instruction when the University returns from spring break on March 30.</p> <p>In addition:</p> <ul style="list-style-type: none"> • Large events are canceled through April 20 • Residence halls will remain open • Food service will continue on campus and student services will remain open • Faculty are expected to come to campus to prepare for online instruction • Staff and contract professionals are expected to come to campus and continue normal operations • Anyone who has traveled abroad or to areas of the U.S. with a significant COVID-19 outbreak is asked to notify University Health Services • Travelers returning from Level 3 warning countries are required to observe a 14-day period of self-quarantine and monitoring • We are prepared to quarantine at all levels, if necessary • We will use Digest, Zipmail and social media to communicate updates <p>A 24-hour call center has been established: 1-800-250-8993. Hours will be adjusted according to call volume.</p> <p>Design and Development Services will offer open labs and seminars to help faculty move instruction online. More information will be available in the Digest.</p>
3:25 – 3:25	<p>GUEST SPEAKER</p> <p style="text-align: right;">JOHN CORBY</p>
DISCUSSION	<p>Kelly Kulich and Jessica DeFago, Office of Accessibility, will reschedule their presentation.</p>
3:25 – 3:25	<p>TALENT DEVELOPMENT AND HR IN-DEPTH REPORT</p> <p style="text-align: right;">MARY JO MACCRACKEN</p>
DISCUSSION	<p>Attached is the Talent Development and HR Committee presentation. The presentation was not discussed at the meeting.</p>
3:25 – 3:40	<p>COMMITTEE REPORTS</p> <p style="text-align: right;">RUTH NINE-DUFF</p>
DISCUSSION	<p>3. The attached February and March committee reports were submitted for UC review prior to the meeting.</p> <p>4. Budget and Finance Committee: Shiva Sastry, chair, presented the attached resolution regarding suspension of the research policy for externally funded proposal submissions that went into effect on January 1, 2019. The motion to suspend carried by a secret ballot vote of 16 in favor and 1 opposed.</p> <p>5. Information Technology Committee: Linda Barrett, chair, presented the attached resolution regarding a new, upgraded cloud-based Enterprise Resource Planning (ERP) software. The motion to endorse carried by a secret ballot vote with unanimous consent.</p>
3:40 – 3:40	<p>NEW BUSINESS</p> <p style="text-align: right;">RUTH NINE-DUFF</p>
DISCUSSION	<p>The meeting was adjourned at 3:40 p.m. by unanimous consent.</p>

University Council

MINUTES

APRIL 14, 2020

3 – 3:40 PM

MICROSOFT TEAMS

MEETING CALLED BY	Ruth Nine-Duff, chair	
TYPE OF MEETING	Monthly Meeting	
PRESIDER	Ruth Nine-Duff, chair	
NOTE TAKER	Kim Haverkamp	
ATTENDEES	<p>Member: Phil Allen, Arnob Banik, Linda Barrett, Ann Bruno, Jeanette Carson, Katie Cerrone, Ed Evans, Tonia Ferrell, Marjorie Hartleben, Brittany Hartman, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Gary Miller, Kris Nakoneczny, Ruth Nine-Duff, Dane Quinn, Linda Saliga, Shiva Sastry, Tiffany Schmidt, Isaiah Smith, Julia Spiker, Amanda Stefin, Shawn Stevens, Joe Uργο</p> <p>Absent with notice: Rachel Keay-McVay Absent without notice: Mark Okocha</p> <p>Other attendees: Andrew Adolph, Janet Bean, Taylor Bennington, Kim Cole, Celeste Cook, Sharon Crawford, Aimée deChambeau, Olivia Demas, Mike Dowling, Tammy Ewin, Amy Freels, Wayne Hill, Wendy Lampner, Jolene Lane, John MacDonald, Melanie McGurr, John Messina, Steve Myers, Michele Novachek, John Reilly, Marnie Saunders, Melanie Smith-Farrell, Steve Storck, Joette Dignan Weir</p>	
Agenda topics:		
3:00 – 3:05	CALL TO ORDER	RUTH NINE-DUFF
DISCUSSION	<p>5. The chair called the meeting to order and asked for additions or revisions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</p> <p>6. The chair asked for additions or corrections to the March 10 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</p>	
3:05 – 3:10	EXECUTIVE COMMITTEE REPORT	RUTH NINE DUFF
DISCUSSION	<p>The chair reviewed the attached March 31 UC Executive Committee and discussed the following:</p> <ul style="list-style-type: none"> • Research Policy Suspension motion response from President Miller • Cloud ERP motion response from President Miller • Employee discount topic submission responses from the Talent Development and HR Committee and the Department of Purchasing <p>Janet Bean, Associate Vice Provost for Teaching, Learning and Assessment, will provide an update on how UA is adjusting to online instruction.</p> <p>There will not be a committee in-depth report this month.</p>	

3:10 – 3:18	PRESIDENT’S REMARKS	GARY MILLER
DISCUSSION	<p>President Miller discussed the following:</p> <ul style="list-style-type: none"> • He recognized the Board members in attendance: Olivia Demas, Mike Dowling, Andrew Adolph and Taylor Bennington • He thanked everyone for the extraordinary accomplishment of changing to an online curriculum platform within the two week timeline • He acknowledged the following actions and thanked everyone for keeping UA running <ul style="list-style-type: none"> ○ John Corby and team for creating a virtual help desk ○ Physical Facilities for maintaining and securing the campus ○ Residence Life and Catering for supporting 43 students who have no other housing options at this time ○ John Messina and team for making sure students’ needs are met ○ Provost Urgo and team for monitoring online programs ○ Kim Cole and team for helping donors provide students with the technology they need for online instruction • We are working to extend the remote learning platform throughout the summer • Provost Urgo is working with the deans on ways to provide laboratory and hands-on experiences to students • Universities are discussing ideas for how to open in the fall <ul style="list-style-type: none"> ○ We are preparing for a significant enrollment decline ○ We expect students to make enrollment decisions later than usual • Alternative dates for commencement ceremonies have not yet been set; we are talking to seniors and will have a celebration for them • New Student Orientation is preparing for a virtual experience • We will discuss the current and expected financial situation related to the COVID-19 pandemic at tomorrow’s Board of Trustees Meeting 	
3:18 – 3:25	PROVOST’S REMARKS	JOE URGO
DISCUSSION	<p>Provost Urgo discussed the following:</p> <ul style="list-style-type: none"> • He shares the President’s sentiments that the change to online curriculum has been an extraordinary accomplishment for faculty and students • The teaching disruption and technology have been frustrating for some faculty • Faculty may be rethinking pedagogy and how they teach • Surveys have been sent to students and faculty to assess the adjustment to online instruction • The admissions team is holding online discussions for perspective students and families • We have waived the application fee and extended scholarship deadlines • We are discussing the Cares Act funds and how to help students come back to school in the summer and fall 	
3:25 – 3:35	GUEST SPEAKER	JANET BEAN
DISCUSSION	<p>Janet Bean, Associate Vice Provost for Teaching, Learning and Assessment discussed the transition to online instruction:</p> <ul style="list-style-type: none"> • 700 faculty took advantage of the remote-teaching preparation sessions that took place during the 2-week pause • Information Technology and Design and Development Services prepared for the worse-case scenario, but there were no significant breakdowns during the transition 	

	<ul style="list-style-type: none"> • A survey was sent to students on Fri., Apr. 10. We have received 1,000 responses from students in all colleges and at all levels (College Credit Plus to Seniors) to date. Students are being thoughtful and providing good feedback about their experience. <ul style="list-style-type: none"> ○ 2/3 of students have taken online classes before ○ Most students prefer face-to-face instruction ○ Students are reporting the most trouble with labs, projects and collaboration ○ Most students are able to use the technology that faculty are asking them to use ○ Some students are having trouble managing home life, work and family responsibilities ○ Some students are having trouble managing time and feeling motivated to do online work ○ Some students are concerned that the online class is taking more effort that the face-to-face class ○ Some students are having scheduling issues because faculty are asking them to do something in real time that interferes with another class ○ Students are appreciative of what the faculty are doing ○ Students want faculty to be understanding and compassionate of the challenges they are facing • Academic program assessment is on hold during this period of remote instruction • We are appreciative of what the faculty have done and the good will of the students to get through this difficult time <p>Students have the following concerns if there are no in-person courses in the fall:</p> <ul style="list-style-type: none"> • How will student teaching be accomplished • How will performance-based courses continue 	
3:35 – 3:36	COMMITTEE REPORTS	RUTH NINE-DUFF
DISCUSSION	The attached committee reports were submitted for UC review prior to the meeting.	
3:36 – 3:36	NEW BUSINESS	RUTH NINE-DUFF
DISCUSSION	The meeting was adjourned at 3:36 p.m. by unanimous consent.	



University Council

University Council

MINUTES

JUNE 9, 2020

3:00 – 4:42 PM

MICROSOFT TEAMS

MEETING CALLED BY	Ruth Nine-Duff, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Ruth Nine-Duff, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	Member: Phil Allen, Arnob Banik, Ann Bruno, Jeanette Carson, Katie Cerrone, Shagata Das, Ed Evans, Kevin Feezel, Tonia Ferrell, Marjorie Hartleben, Kristine Kraft, Mary Jo MacCracken, Ruth Nine-Duff, Dane Quinn, Linda Saliga, Shiva Sastry,

	<p>Tiffany Schmidt, Julia Spiker, Emily Starkey, Shawn Stevens, John Wiencek</p> <p>Absent with notice: Rubayat Islam, Paul Levy, Gary Miller, Scott Randby Absent without notice: Kris Nakoneczny, Ben Swanson</p> <p>Other attendees: Andrew Adolph, Stevie Allen, Taylor Bennington, Cristine Boyd, Kim Cole, Aimée deChambeau, Olivia Demas, Tammy Ewin, Kim Gentile, Joe Gingo, Wendy Lampner, Jolene Lane, John McDonald, Melanie McGurr, John Messina, Steve Myers, Michele Novachek, Ellen Perduyn, John Reilly, Melanie Smith-Farrell, Harvey Sterns, Steve Storck, Joe Urgo, Peggy Walchalk, Joette Dignan Weir</p>
Agenda topics:	
3:00 – 3:05	CALL TO ORDER RUTH NINE-DUFF
DISCUSSION	<p>7. The chair called the meeting to order and asked for additions or revisions to the agenda. There being none, the agenda was approved as distributed by unanimous consent.</p> <p>8. The chair asked for additions or corrections to the May 5 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</p>
3:05 – 3:10	EXECUTIVE COMMITTEE REPORT RUTH NINE DUFF
DISCUSSION	<p>1. The chair reviewed the attached May 19 UC Executive Committee minutes.</p> <p>2. The FY21 budget will be presented to the UC before it goes to the Board of Trustees in August.</p> <p>3. Per the attached suggestions for continuous improvement, the Executive Committee has asked the GSG and USG presidents to present a report at each UC meeting.</p> <p>4. Dr. Lori Varlotta, President of Hiram College, will be the guest speaker at the July 14 UC meeting.</p> <p>5. President Miller is unable to participate in today’s meeting.</p>
3:10 – 3:25	PROVOST’S REMARKS JOHN WIENCEK
DISCUSSION	<p>Provost Wiencek discussed the following:</p> <ul style="list-style-type: none"> • We need to focus on revenue growth and think about what we are going to do in the next year. • The Office of Inclusion and Equity held community forums and discussed issues of discrimination in response to the many events that have happened over the past several months. The forums generated many action-prone ideas. Please connect with the office if you have concerns or need support. • The Vice Presidents received new budgets on June 1 and will submit plans for consideration. The plans will be reviewed by the Office of General Counsel and Human Resources. • The fundamental goal is to finalize the budget by the end of July. • Deans and department chairs will convey information about force reductions and furloughs after proper vetting and approval. • CAST employees met with the deans of the colleges in which the departments will be consolidated. <ul style="list-style-type: none"> ○ A suggestion was made to reach out to the employees who are not affiliated with a department. • All units will have to make cuts in order to position UA for future success. • We are working on a phased return to campus in July. Details are forthcoming.
3:25 – 3:55	GUEST SPEAKER KIM GENTILE
DISCUSSION	<p>Kim Gentile, Director of Undergraduate Admissions, discussed the attached presentation regarding traditional, first-time student enrollment for fall 2020.</p> <p>The following were discussed:</p> <ul style="list-style-type: none"> • Incoming class profile • Enrollment campaign • 2020 recruitment cycle <ul style="list-style-type: none"> ○ New initiatives – Admissions worked with UCM and academic departments to develop new direct mail pieces for students and parents ○ Events – on-and-off campus events ○ Academic engagement – Admissions is working with the academic areas to focus the following three things: 1) Engagement at on-campus events; 2) Develop and implement efforts to connect with admitted students; 3) Develop and implement initiatives to keep confirmed students engaged throughout the summer <ul style="list-style-type: none"> ▪ The College of Engineering and Buchtel College of Arts and Sciences were recognized for being models that other colleges can follow.

	<ul style="list-style-type: none"> ○ Akron Rise Scholars – 700 students have been admitted into the program. <ul style="list-style-type: none"> ▪ Jennifer Harpham and her team have developed an affordability plan. ▪ John Messina convenes regular meetings with department across campus who will provide additional support for the students in this program. ○ UA Admissions response to COVID-19 ○ Other universities response to COVID-19 <ul style="list-style-type: none"> • Confirmations and admits are down from the same time last year. The decline in both areas are from outside the Northeast Ohio area. • The Admission Team was recognized for their ability to adjust quickly and continue to serve students remotely during COVID-19. Others recognized were: <ul style="list-style-type: none"> ○ Sarah Steidl for support to the Admission Team ○ Bob Kropff for website changes ○ Carly DeBord and Brandon Mikulski for moving orientation online • We need to continue to develop ways for academic areas to engage with admitted students. <ul style="list-style-type: none"> ○ The Yield Committee is working to keep admitted students engaged and get them to confirm (led by John Messina). ○ The Melt Committee is working to keep confirmed student engaged and make sure they enroll this fall (led by Sheldon Wrice). • We need to focus communications on the research and real-world activities of our faculty and students so people outside UA can feel our pride. • Academic and Student Services areas need to be ready to provide support to students when needed. <p>Kim Gentile will provide a list of ways UC members can help in the enrollment efforts.</p>
3:55 – 4:23	<p style="text-align: center;">BUDGET AND FINANCE IN-DEPTH REPORT</p> <p style="text-align: right;">SHIVA SASTRY STEVE STORCK</p>
DISCUSSION	<p>Shiva Sastry, chair, presented the attached Annual Report and the attached PowerPoint.</p> <p>The following were discussed:</p> <ul style="list-style-type: none"> • They worked with Provost Wiencek on the new budget process. • They will revisit the summer salary tax resolution after the colleges are restructured. The resolution was supported by University Council. President Miller did not accept the recommendation. • They prepared a report for Provost Wiencek that benchmarked data assembled from audited financial reports of peer institutions using categories for expenditures as specified by the National Center for Education Statistics (NCES). The report and data were emailed to UC members on May 22. <p>Steve Storck, CFO and appointed administrator of the Budget and Finance Committee, provided a budget update.</p> <p>The following were discussed:</p> <ul style="list-style-type: none"> • FY20 ends June 30. CFO Storck reported on the operating deficit at the March Board of Trustees meeting. • Discussed why budgets change over the course of the fiscal year; budget variances are not unique and quite common in an enterprise as large and complex as a university • We received federal funding from the Cares Act. • We were advised by the Ohio Department of Higher Education that public universities would receive a reduction in state funding. • Non-essential spending has been suspended per a memo to the campus community on April 22. <ul style="list-style-type: none"> • CFO Storck provided an explanation of how the \$65m revenue shortfall was calculated. • The Office of Student Financial Aid is receiving more special circumstances requests. • We will be incurring additional expenses in the fall for PPE and medical testing. • The CFO intends to take the FY21 budget to the Board of Trustees in August for approval.
3:23 – 3:42	<p style="text-align: center;">REPORTS</p> <p style="text-align: right;">RUTH NINE-DUFF</p>
DISCUSSION	<ol style="list-style-type: none"> 1. Graduate Student Government: Arnob Banik, president, discussed the attached report and discussed preliminary survey responses concerning the impact of COVID-19 and suggestions for Fall 2020. 2. Undergraduate Student Government: Kevin Feezel, president, said they are developing a strategic plan and are excited to put what has been discussed into action to make sure students are well supported for the new academic year. 3. Committee Reports: The attached committee reports were submitted for UC review prior to the meeting. <p>The following were discussed:</p> <ul style="list-style-type: none"> • Work is in progress to transition the alumni/donor database to a new platform. The EAB network and best practices are being used to broaden our reach in those areas. Departments can contact Willy Kollman, Assistant Vice President of Alumni Relations, for help with alumni engagement.

	<ul style="list-style-type: none"> • Due to COVID-19, there is an increased demand for the food pantry. ZipAssist could use additional support from the campus community to maintain the food pantries. • The Ayer/Crouse renovation is on hold until the State signs a capitol bill for the upcoming year. The construction has been moved to the end of the year.
4:42 – 4:42	NEW BUSINESS RUTH NINE-DUFF
DISCUSSION	The meeting was adjourned at 4:42 p.m. by unanimous consent.



University Council

MINUTES

JULY 14, 2020

3 – 4:30 PM

MICROSOFT TEAMS

MEETING CALLED BY	Ruth Nine-Duff, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Ruth Nine-Duff, chair
NOTE TAKER	Kim Haverkamp
ATTENDEES	<p>Member: Phil Allen, Arnob Banik, Anne Bruno, Jeanette Carson, Katie Cerrone, Shagata Das, Ed Evans, Kevin Feezel, Tonia Ferrell, Marjorie Hartleben, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Gary Miller, Ruth Nine-Duff, Dane Quinn, Scott Randby, Linda Saliga, Shiva Sastry, Tiffany Schmidt, Julia Spiker, Emily Starkey, Shawn Stevens, John Wiencek</p> <p>Absent with notice: None</p> <p>Absent without notice: Rubayat Islam, Ben Swanson</p> <p>Other attendees: Celeste Cook, Aimée deChambeau, Olivia Demas, Michael Dowling, Pam Duncan, Tammy Ewin, Amy Freels, Cher Hendricks, Wayne Hill, Courtney Johnson-Benson, Jolene Lane, John MacDonald, Steve Myers, Michele Novachek, Harvey Sterns, Steve Storck, Joe Urgo,</p>

Agenda topics:

3:00 – 3:03	CALL TO ORDER RUTH NINE-DUFF
DISCUSSION	<p>9. The chair called the meeting to order and asked for additions or revisions to the agenda. President Miller will join us at 3:30 p.m. The order of the agenda will change to accommodate his arrival.</p> <p>10. The chair asked for additions or corrections to the June 9 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</p>
3:03 – 3:08	EXECUTIVE COMMITTEE REPORT RUTH NINE DUFF
DISCUSSION	The chair reviewed the attached June 23 UC Executive Committee minutes .

3:08 – 3:22	RECREATION AND WELLNESS IN-DEPTH REPORT	JOHN MACDONALD KRIS KRAFT
DISCUSSION	<p>John MacDonald, appointed administrator, presented the attached PowerPoint.</p> <p>The following were discussed:</p> <ul style="list-style-type: none"> • Food pantry utilization • Awareness outreach and related education <ul style="list-style-type: none"> ○ Title IX ○ Campus SAVE ○ Violence Against Women Act ○ Alcohol and Other Drugs (AOD) • Immunization Implementation • Roofit Wellness Program 	
3:22 – 3:36	REPORTS	RUTH NINE-DUFF
DISCUSSION	<ol style="list-style-type: none"> 1. Graduate Student Government: Arnob Banik, president, discussed the attached presentation regarding survey responses about the impact of COVID19 and recommendations for Fall 2020. The survey was sent to 444 graduate students and 101 responses were received. 2. Undergraduate Student Government: Kevin Feezel, president, said members are working on the following: <ul style="list-style-type: none"> • Serving on the Fall 2020 planning committees • Drafting a pledge for students to promise to keep our campus community safe by wearing face coverings, keeping a safe distance, etc. • Developing a strategic plan for the new academic year, which include addressing our current situation and initiatives that look forward to our future 3. Committee Reports: The attached committee reports were submitted for UC review prior to the meeting. A question was asked why the Budget and Finance Committee did not meet. Chair Nine-Duff responded that there was no meeting last month but there is an upcoming committee meeting to discuss the FY 2021 budget with the CFO ahead of presenting to UC and the Board of Trustees. 4. There will be a special meeting for UC to consider the FY21 budget prior to the August Board of Trustees meeting. 	
3:36 – 3:48	PRESIDENT’S REMARKS – MILLER @ 3:30	GARY MILLER
DISCUSSION	<p>President Miller discussed the following:</p> <ul style="list-style-type: none"> • We are in a unique and volatile time in the history of UA and higher education. • UA’s financial situation is not sustainable unless we take decisive action now. <ul style="list-style-type: none"> ○ The pandemic has erased any opportunity to deal with the situation in an extended period of time. ○ We will drain our reserves if we do not deal with the situation in the next fiscal year. • We have taken several steps to help our financial situation: <ul style="list-style-type: none"> ○ Academic reorganization ○ Reducing expenses where we can 	

	<ul style="list-style-type: none"> ○ Increasing health care contributions ○ Athletic budget reductions ● We have to reduce the number of employees. There are no alternative solutions with our current reserves. The Board of Trustees will meet on July 15 to consider a reduction in force. ● He thanked the AAUP negotiating team for their work to negotiate a contract in these trying times. ● He thanked Trustees Olivia Demas and Mike Dowling for attending the UC meeting.
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3:48 – 4:11	PROVOST’S REMARKS	JOHN WIENCEK
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DISCUSSION	<p>President Miller and Provost Wiencek answered questions from UC members. The following were discussed:</p> <ul style="list-style-type: none"> ● The faculty in all areas have been professional. ● Affected employees will be contacted by 5 p.m. on Fri., July 17. The list of affected employees will be available after everyone is notified. ● Mental health resources will be provided to supervisors to give to affected employees and others in the campus community. ● Department chairs are making plans to cover courses of affected faculty. ● Concern about loss of research advisors as a result of the cuts; faculty will make arrangements to assist graduate students so they can persist ● Confirmation that administrative units also will see reductions in force and operating expenses ● A campus approach is needed to assist faculty in handling a student who refuses to follow safety guidelines in the classroom. <ul style="list-style-type: none"> ○ Students who have a medical reason for not wearing a mask should request accommodation with the Office of Accessibility and the instructor will be notified. ● The CWA contract was ratified. The AAUP agreement is tentative and will go to the Board of Trustees on July 15.
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4:11 – 4:30	NEW BUSINESS	RUTH NINE-DUFF
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DISCUSSION	<ol style="list-style-type: none"> 1. Courtney Johnson-Benson, Undergraduate Admissions, discussed the attached presentation, Understanding the Enrollment Process. <p>The following were discussed:</p> <ul style="list-style-type: none"> ● Why students choose UA ● Outside the classroom experiences ● Academic support ● Enrollment process ● Affordability ● Campus life ● Fitness and Athletics ● Living on campus ● Campus dining ● Tuition and fees
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If you would like to help with admissions outreach, please review the attached [outreach opportunity letter](#) and contact Courtney Johnson-Benson, caj4@uakron.edu. You will receive a list of students and a script as well as best practices and resources that can be utilized during your outreach to students. Potential students would like to hear that faculty and staff want them at UA.

2. The meeting was adjourned at 4:30 p.m. by unanimous consent.



University Council

University Council

MINUTES

AUGUST 11, 2020

3 – 4:30 PM

MICROSOFT TEAMS

MEETING CALLED BY	Ruth Nine-Duff, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Ruth Nine-Duff, chair
NOTE TAKER	Tonia Ferrell
ATTENDEES	<p>Member: Phil Allen, Arnob Banik, Anne Bruno, Jeanette Carson, Katie Cerrone, Shagata Das, Ed Evans, Kevin Feezel, Tonia Ferrell, Marjorie Hartleben, Kristine Kraft, Paul Levy, Mary Jo MacCracken, Gary Miller, Ruth Nine-Duff, Dane Quinn, Scott Randby, Linda Saliga, Shiva Sastry, Tiffany Schmidt, Julia Spiker, Shawn Stevens, John Wiencek</p> <p>Absent with notice: Emily Starkey</p> <p>Absent without notice: Rubayat Islam, Ben Swanson</p> <p>Other attendees: Christine Boyd, Celeste Cook, Olivia Demas, Michael Dowling, Tammy Ewin, Amy Freels, Brittany Hartman, Cher Hendricks, Wayne Hill, Jolene Lane, John MacDonald, John Messina, Steve Myers, Michele Novachek, John Reilly, Harvey Sterns, Steve Storck, Joe Urgo</p>
Agenda topics:	
3:00 – 3:02	CALL TO ORDER RUTH NINE-DUFF
DISCUSSION	<p>11. The chair called the meeting to order and asked for additions or revisions to the agenda. There being none, the minutes were approved as distributed by unanimous consent.</p> <p>12. The chair asked for additions or corrections to the July 14 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</p>

3:02 – 3:07	EXECUTIVE COMMITTEE REPORT	RUTH NINE DUFF
DISCUSSION	<p>The chair reviewed the attached July 28 UC Executive Committee minutes.</p> <ul style="list-style-type: none"> Discussed upcoming change in officers. UC will be electing a new chair at our September meeting as the term is ending. While our vice chair has a year remaining, she will be stepping off of UC and we will need to elect someone to fill the vacancy. 	
3:07 – 3:17	PRESIDENT'S REMARKS	DR. GARY MILLER
DISCUSSION	<p>Dr. Miller provided an update to UC on several key points about diversity, athletics and the budget.</p> <ul style="list-style-type: none"> President Miller met today with Sheldon Wrice and Julie Zhao, who are leading the Diversity and Inclusion Task Force, and the other members of the task force. The group divided into subcommittees at today's meeting and is planning on providing a report at the end of the fall semester for review. President Miller noted that athletics is in flux nationally and there are no answers for how this will end up given the circumstances of postponements and cancellations of collegiate seasons. Confirmed commitment to set up an internal Athletics Task Force to review pathways to consider a more rational athletics funding model and program. The Task Force will include representatives from UC and faculty senate. Dr. Miller announced that today the Big 10 was the first Power 5 conference to postpone fall sport seasons and that other announcements would be forthcoming from other conferences. FY21 Budget <ul style="list-style-type: none"> The budget process this year is very complex. Dr. Miller and his senior team are committed to shared governance. Steve Storck, CFO, will show us numbers today, but Dr. Miller provided cautions that we should think about when viewing the budget as presented. This budget is a starting place for review because numbers are in flux. Our Board of Trustees has to approve a budget so that the university has spending authority. We had a 2-month authority granted in June and now the board needs to approve a budget to provide authority for the rest of the year. Uncertainties remain. We will not see a traditional budget process this year. Both Dr. Miller and Dr. Wiencek noted this is a special year and we will get back to the normal process as we get past COVID-19. We should expect an iterative process, where the budget will remain in flux the entire semester and we will likely see the budget several times over the next few months as various scenarios play out. Dr. Miller acknowledged that we may ask questions today that they will not have an answer for because they need to discuss with board and come back to UC to discuss further. They are presenting the budget in a different way this time to UC and to the board. Added a scenario if we wait and do not make the difficult changes we have set in motion and compared proposed FY21 budget to FY20 actual. Board wanted to make sure we develop a budget that has the absolute minimum draw on reserves and preserves our academic program excellence to give us a future. Their obligation requires we carry 	

	<p>reserves to meet financial obligations. We are starting with numbers we believe will accomplish this.</p> <ul style="list-style-type: none"> ○ Expects process to be like this because things are changing so fast. The Provost added that we are not looking to change the process forever. <ul style="list-style-type: none"> ● Dr. Miller appreciates our work and realizes we have made sacrifices. We will get through this extraordinary time. With the UC’s help we will continue to be the great university we already are. ● There was a question about potential saving because of MAC decision to postpone fall season. Dr. Miller said the decision is not a savings. It is an additional cost to us for this year. If spring gets cancelled, it will also add more cost. Athletic programs are not like academic programs – there is no pot of money that can be moved over to academics. The budget we will see today was updated to reflect this change.
3:17 – 3:19	<p style="text-align: center;">PROVOST’S REMARKS</p> <p style="text-align: right;">JOHN WIENCEK</p>
DISCUSSION	<p>Provost Wiencek provided the following updates on task items from UC:</p> <ul style="list-style-type: none"> ● The Provost let the president and staff know about UC’s request to have two seats, if possible on the Athletics Task Force. Also let them know that Dr. Tonia Ferrell, secretary, has volunteered to serve as the UC representative. ● The Provost will bring forward the issue about Dean appointments to UC and standing committees next week. Because of our reorganization down to 5 colleges, there are not enough Dean representatives available and an alternative solution needs to be identified and UC by-laws updated. ● He noted we are getting ready for the fall. As part of this, Provost Wiencek has asked Faculty Senate to assist him in determining the future structure of the provost’s office and what needs to be addresses as a result of the reorganization. Ideally would like to have something in place in a month or two in order to move forward quickly.
3:19 – 4:16	<p style="text-align: center;">FY21 BUDGET PRESENTATION</p> <p style="text-align: right;">SHIVA SASTRY AND STEVE STORCK</p>
DISCUSSION	<p>Chair of the UC Budget and Finance Standing Committee (UCBF), Shiva Sastry thanked CFO, Steve Storck, for his work on the budget. UCBF did not endorse the budget because the budget continues to be in flux and will not be bringing forth a resolution for UC to endorse the budget. Instead, UCBF unanimously approved moving discussion of budget to full UC. He applauded CFO Storck for getting us to a place where we have a limited draw on reserves. UCBF is looking forward to recalibrating themselves across benchmarking categories and making UA stronger for the future.</p> <p>CFO Storck presented the FY21 Budget.</p> <ul style="list-style-type: none"> ● The FY21 budget assumes the following: <ul style="list-style-type: none"> ○ Enrollment will decrease 15% - based on current internal projections ○ State Share of Instruction (SSI) will decrease 8.8% - based Ohio Department of Higher Education estimates provided in June ○ Lower Indirect Cost Recovery ○ Less Investment Income – this is money used to operate the university, not our endowment; assumes continued lower interest rates ○ Miscellaneous Revenue will be up over FY20 as we see a one-time bump in allocation from the UA Research Foundation and ongoing repayments from the Perkins Loan Fund

- Payroll and Fringe will be lower, reflecting impact of reduction in force and other changes to benefits across campus. Bargaining unit faculty reduction in force is included here, but outcome of arbitration may change projected figures.
 - Utilities and All Other Operating Expenses are assumed to be lower than FY20. We are doing better with utility use and rates are holding steady. We will see reductions in general operating spending across the campus.
 - The year will continue as planned with hybrid, online and in-person instruction.
- The FY21 Budget provides contingency scenarios that communicate how the budget could change if we experience any of the following:
 - We have to vacate residence halls and switch to fully remote instruction like Spring semester.
 - Any change in the AAUP reduction in force due to arbitration outcome.
 - Experience any additional enrollment decreases or additional loss of SSI.
- Presentation of FY21 budget included FY20 actual figures, FY21 proposed and FY21 “Status Quo,” which represents impact on budget if we did nothing in terms of payroll, fringe and operating reductions compared to FY20.
 - As proposed, the FY21 budget projects a minimum million draw on available cash reserves if all assumptions hold true.
 - The status quo scenario would lead us to draw five to six times the proposed amount from our cash reserves.
 - The proposed FY21 budget is the scenario the administration feels will most likely happen at this time.
- There was a brief overview of Transfers Out in the budget. These present fees and other general fund dollars collected that flow out to auxiliaries.
 - FY21 budget assumes an increase in Transfers Out to auxiliaries in anticipation of a switch to fully remote learning. This support is an allowance for the potential loss of revenue auxiliaries (residence life, dining services and parking and transportation) could see if the scenario becomes certain.
- The CFO provided information on future budget impacts that may be helpful in thinking about our revenues and expenditures going forward. For instance, FY22 budget will have to include a return of salaries for non-bargaining employees back to their FY20 levels as the salary reductions were temporary for FY21 only.
- There were several questions and general comments made regarding the FY21 budget presentation.
 - Are additional funds coming from government?
 - A discussion about Transfers Out, making this area of the budget clearer and more transparent, and auxiliary enterprises funding, including debt service payments.
 - If enrollment figures improve, would it be better to assume that in this budget scenario?
 - Why is Athletics costing us more now?
 - Can we re-negotiate contracts with coaches since the fall season has been postponed?
 - It was suggested that the soon-to-be convened Athletics Review Task Force should have responsibility to help everyone on campus understand

	external revenue from Athletics, including are they real and if the timing is right now to move to another NCAA division with the fall season being postponed.	
4:16 - 4:25	REPORTS	RUTH NINE-DUFF
DISCUSSION	<p>5. Graduate Student Government: Arnob Banik updated UC on work with graduate students since our last meeting. GSG held open discussions with graduate students and shared the feedback and concerns with dean of graduate students. The group updated the RSO policy and finance manual. Arnob let us know that the vice president of GSG has left UA and there is a vacancy. Applications being accepted, and a new person will be elected. Expecting appointees by start of fall semester. Working with diversity and inclusion action team, focusing on the community garden. Further, GSG is participating in virtual international student orientations to welcome new students to UA.</p> <p>6. Undergraduate Student Government: Kevin Feezel let UC know that USG continues to work on strategic planning for upcoming year. They were able to work over the summer, which is not always possible for undergraduate students. USG also has many members serving on fall 2020 planning groups. Students are looking forward to coming back to campus in the fall.</p> <p>7. Committee Reports: The attached committee reports were submitted for UC review prior to the meeting.</p> <ul style="list-style-type: none"> • Julia Spiker, outgoing chair of the Institutional Advancement committee, provided an update: They met last Friday (8/7/20) to hold elections. Michele Novachek and Abby Shiban were elected new chair and vice chair, respectively. • Harvey Sterns provided an update for the Human Development committee: He thanked John Wiencek for his attention and efforts to resolve an issue they were having with 60+ course registration. The Provost was able to establish a multi-day registration period instead of the single day usually provided to our community members who are 60 or older. 	
4:26 – 4:30	NEW BUSINESS	RUTH NINE-DUFF
DISCUSSION	<p>3. Chair Nine-Duff reminded Cher Hendricks and Tonia Ferrell we need to send out email for nominations for chair and vice chair ahead of next meeting.</p> <p>4. Ruth said she has appreciated the opportunity the serve as chair.</p> <p>5. The meeting was adjourned at 4:30 p.m. by unanimous consent.</p>	



University Council

University Council

MINUTES

SEPTEMBER 15

3 – 4:30 PM

MICROSOFT TEAMS

MEETING CALLED BY	Philip Allen, immediate past chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell, chair
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Member: Anne Bruno, Jeanette Carson, Katie Cerrone, Ruth Nine-Duff, Ed Evans, Kathy Evans, Kevin Feezel, Tonia Ferrell, Katelyn Frey, Kris Kraft, Paul Levy, Tim McCarragher, Gary Miller, John Nicholas, Michele Novachek, Scott Randby, Tiffany Schmidt, EmilyStarkey, Shawn Stevens, John Wiencek</p> <p>Absent with notice: Arnob Banik, Marjorie Harleben, Ben Swanson</p> <p>Absent without notice: William Cole, Shagata Das</p> <p>Other attendees: Phil Allen, Stevie Allen, Christine Boyd, Kim Cole, Olivia DeMoss, Michael Dowling, Cher Hendricks, Jolene Lone, John McDonald, Steve Myers, Richard Newsome, Harvey Sterns, Stephen Storck, Joe Urgo</p>
Agenda topics:	
CALL TO ORDER	TONIA FERRELL

DISCUSSION	<ol style="list-style-type: none"> 1. Philip Allen, immediate past chair, called the meeting to order and conducted the election of the UC chair. 2. The chair asked for additions or revisions to the agenda. There being none, the minutes were approved as distributed by unanimous consent. 3. The chair asked for additions or corrections to the August 11 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.
ELECTIONS	
TONIA FERRELL	

DISCUSSION	<ul style="list-style-type: none"> • Phil Allen conducted the election for the open UC chair position. One nomination was received prior to the meeting (Tonia Ferrell) and there was a request for other nominations from the floor. There being none, the new chair was appointed by acclamation. The chair will serve a two-year term. • The chair conducted the elections for the vice chair and secretary, both a oneyear term. Nominations were taken from the floor for vice chair – Anne Bruno and Jeanette Carson both accepted nominations. Jeanette Carson was appointed as vice chair with an 12-9 secret ballot vote. Nominations were taken from the floor for secretary – Kris Kraft and Kevin Feezel both accepted nominations. Kris Kraft was appointed as secretary with a 9-7 secret ballot vote.
EXECUTIVE COMMITTEE REPORT	
TONIA FERRELL	

DISCUSSION	<p>The chair reviewed the attached August 25 UC Executive Committee minutes (attached).</p> <ol style="list-style-type: none"> 1. Discussed UC admin support and interim since meeting have received support from Provost office via Heather, she will be the administrative support for UC. Deans appointments discussed and have been received since and updated on roster. Discussed having UC orientation that used to happen in past under Harvey Sterns, discussed bringing it back in October meeting with full body. New EC will talk about this and develop a plan for orientation to UC for new members to be able to be effective members from beginning and have a good experience in UC. 2. No topics initiated. Meeting moved to 15th for more time for admin support and have rosters more up to date. Harvey Sterns let us know that there are new appointments needed for UC Human Dev committee, if interested let us know.
PRESIDENT’S REMARKS	
DR. GARY MILLER	

DISCUSSION	<p>President Miller thanked everyone for their participation in this important work and congratulated the newly elected Executive Committee officers. He expressed thanks for the commitment to the university during these challenging times.</p> <ul style="list-style-type: none"> • He updated about the COVID numbers, the county has seen a small uptick as well as the campus in numbers of cases. He is working with the Summit County Health Department and is speaking with students about campus parties and classroom conditions. • President Miller mentioned that Stephen Storck, CFO will be ending his time in that position and that there are some of the candidates from last spring's search who are still interested in the job. The search firm with move ahead with those individuals. There is a preferred candidate who will be visiting campus soon. • President Miller added that the Athletics working group is now in place and will begin work. Tonia Ferrell will represent UC on that committee. The Social Justice Taskforce has been doing great work and looking for recommendations from them next month. • The vice chair asked if the university closing between Christmas and New Years has been discussed with the Board yet. President Miller said it had not and that he would discuss that with them soon.
	<p>PROVOST'S REMARKS JOHN WIENCEK</p>

DISCUSSION	<p>Provost Wienczek congratulated the newly elected officers and indicated that they as part of UC help with guidance in decision making on campus.</p> <ul style="list-style-type: none"> • The Provost indicated that the Deans, while their numbers have been recently reduced, have now completed their committee assignments to University Council committees. • The Provost went on to mention that there had been a desire to move to a more shared services model for University Council and Faculty Senate and that Heather Loughney has agreed to move into working for both organizations. Heather has opted to see how it goes and will come back with suggestions on how to improve the work being done. He thanked Heather for her willingness to serve both Faculty Senate and University Council. • The Provost moved on to the survey that went out to faculty to gauge how classroom and other duties are being impacted by COVID, Janet Bean is monitoring and will share with the University Council He encouraged all faculty to participate in the survey. There is also a group being brought together to work on reconfiguring OAA. Many areas that currently report directly to the Provost could be better situated in other areas. There is brainstorming and planning going on with that committee. • There was a question asked about the 15-day mark numbers. Provost Weincek indicated that numbers are down, around 7.2% over last year at this time. Looking at percentage of full-time students on campus versus high school, CCP or early college.
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DISCUSSION

1. Graduate Student Government: Katelyn Frey reported on behalf of the GSG president that their group now has senators from every college and two representatives on every UC committee. They are discussing mental health issues for Grad students and planning to organize mental health workshops. They will be participating in Diversity Week and organizing job fairs moving forward. She also mentioned that GSG is very active on social media and encouraged everyone to follow GSG there.

A question was asked how many students took the survey generated by GSG. Katelyn responded that it was over 100 students.

2. Undergraduate Student Government: USG President Kevin Feezel reported that USG has been very busy this semester with a mental health taskforce, looking to improve services to undergraduates. He indicated that working in a virtual environment is difficult and USG is working hard to get groups active. He also added that they are working on the results from John Messina’s student survey from the spring to address concerns expressed by the students.

1. Committee Reports: There were no committee reports submitted due to the transition. The Chair asked if there were any oral committee reports:
 - Scott Randby reported that UCIT met yesterday and elected officers. Randby will be chair, Eli Eubanks Vice Chair and Sejuti Banik Secretary. The committee also set goals for the semester and will be looking at replacing WebEx, Adobe licensing and the consolidation of student email accounts.
 - Tiffany Schmidt indicated that the Communications committee met to elect a secretary and discuss future meetings.

DISCUSSION

1. Jolene Lane brought the updated Sexual Harassment policy to the University Council for endorsement. She explained that the new rules for Title IX looked at policies and sexual harassment. The challenge for this policy set rules for sexual harassment but not other types of harassment. Policy has been rewritten and comes to this body for review before moving to the Board of Trustees. The policy gives guidelines for grievances and policies for them. It includes harassment based on other protected classes such as race, religion, pregnancy, military status and ethnicity. The policy was worked on in conjunction with General Counsel and Human Resources.

There were several questions asked about various parts of the document and clarification on those areas.

Jolene Lane responded to each section's questions and will take the feedback back to general counsel and HR for review.

Lane pointed out that this is an "interim" policy and knew there would be adjustments and the document will be updated and returned to the UC for review. She will provide an update at the October 15th UC meeting.

Motion was made to approve with knowledge that changes will come back to the UC for approval. Motion carried.

2. The meeting was adjourned at 4:35 pm by unanimous consent.



University Council

University Council

MINUTES OCTOBER 13 3 – 4:30 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell, Chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell, chair
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Members: Arnob Banik, Anne Bruno, Jeanette Carson, Katie Cerrone, Will Cole, Shagata Das, Ruth Nine-Duff, Ed Evans, Kathee Evans, Kevin Feezel, Tonia Ferrell, Marjorie Hartleben, Kris Kraft, Paul Levy, Tim McCarragher, Jennifer Manista, Gary Miller, John Nicholas, Michele Novachek, Scott Randby, Tiffany Schmidt, Emily Starkey, Shawn Stevens, Ben Swanson, John Wiencek</p> <p>Absent with notice: Katelyn Frey,</p> <p>Absent without notice:</p> <p>Other attendees: Katie Cerrone, Laura Conley, Olivia Demas, Randi Depp, Gregory Dieringer, Joette Dignan Weir, Melissa Dreisbach, Elijah Eubanks, Tammy Ewin, Amy Freels, Ankita Gupta, Marc Haas, Greagory Hustack, Judith Juvancic-Heltzel, Grace Kasunic, Jolene Lane, Nancy Lupi, John MacDonald, Nicholas McFadden, John Messina, Jonathan Minnich, Richard Newsome, Steve Patton, Dee Dee Pitts, Stephen Myers, Melissa Seabolt, Stephen Storck, Don Visco, Sonya Wagner, Nathaniel Yost</p>
Agenda topics:	
	<p>CALL TO ORDER TONIA FERRELL</p>
DISCUSSION	<ol style="list-style-type: none"> 1. The chair welcomed all the members of standing committees who were attending the meeting. 2. The chair asked for additions or revisions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. 3. The chair asked for additions or corrections to the September 15 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.
	<p>EXECUTIVE COMMITTEE REPORT TONIA FERRELL</p>

DISCUSSION	<p>The chair reviewed the attached September 22 UC Executive Committee minutes (attached).</p> <ol style="list-style-type: none"> 1. Discussion of new UC member orientation. It was decided by the UC Executive Committee to table the orientation for this year due to timing and to discuss bringing it back next year. Will need to discuss best way to do that. 2. Discussed the Office of Academic Affairs reorganization and the UC participation in that committee. The committee has had one meeting.
	<ol style="list-style-type: none"> 3. Discussion of the calendar of in-depth reports; UCEC will review the calendar and decide if it is necessary to have each committee report if they have no current business. Do not want to give busy work to the committees. Reporting goals was also discussed. 4. Topic of access to drinking water in campus buildings has been sent to Eric Green and Physical Facilities committee. 5. Ad hoc Human Development committee has had no volunteers to serve.
PRESIDENT'S REMARKS	
DR. GARY MILLER	
DISCUSSION	<p>President Miller welcomed all the members of the UC committees and thanked them for their work on behalf of the university.</p> <ul style="list-style-type: none"> • He updated on COVID testing on campus, UA has received an allotment of rapid tests for use. Doing voluntary surveillance testing. Have had report of one employee in Student Union testing positive, area was shut down and thoroughly cleaned and reopened. Reminder to everyone to get flu shot. • Discussion of commencement and how to make it happen in this environment. Trying to do some type of face-to-face ceremony with groups moving in and out. • Board of Trustees meeting on October 14, will do budget review and approve the hiring of Dallas Grundy as the new VP of Budget and Finance and CFO (?) • The vice chair asked about the Athletics working group and the President responded that they have met and are watching the developments in Division I athletics. • The vice chair asked about the Winter break holiday pay for staff and contract professionals and the President indicated that was going ahead following past years.
PROVOST'S REMARKS	
JOHN WIENCEK	

DISCUSSION	<ul style="list-style-type: none"> • The Provost shared his perspective on his meeting with UCEC and agreed with their view to look for ways to improve the relationship of UC and university community; reduce busy work and focus on key projects for committees. • Discussed the OAA reconfiguration and announced that IT will now report to CFO. Database and data management are important to work of university and will be through IT • Discussion with Faculty Senate about a formative feedback from students, got great ideas. The survey was launched and encouraged faculty use it but no requirement to do so. No oversight by the administration of the survey. • Recent BOT action supporting the national best practice of retaining student records for five years. In the past that was with gradebooks but now many are using Brightspace. Have discovered that many faculty still using gradebooks and
	<p>written grades. Moving to archiving of all data within next year and working with Faculty Senate on this issue.</p> <ul style="list-style-type: none"> • Question of whether student were using formative feedback on Brightspace. The Provost shared that 2,000 student provided 4,000 responses. Discussed with the Faculty Senate and vetted the survey before bringing it forward.
REPORTS TONIA FERRELL	
DISCUSSION	<ol style="list-style-type: none"> 1. Graduate Student Government: President Banik shared that the GSG has been discussing fees charged to graduate students at other universities versus the University of Akron. UA was higher in both resident and non-resident than the average charged. Also discussed virtual mental health workshop being coordinated by GSG. <p>A question was asked about access to healthcare for grad students at other universities; Banik responded that the group was still investigating that issue.</p> <ol style="list-style-type: none"> 2. Undergraduate Student Government: President Feezel that USG had been reaching out to students to ask about their input on classes and their experiences this semester. Overall students felt safe on campus. Some shared that they wanted more in person events. John Messina congratulated President Feezel on his participation on the Governor’s Roundtable and getting funding for UA for mental health initiative. <p>Committee Reports:</p> <ul style="list-style-type: none"> • Awards Committee – appealed to new members for the committee, this is not a standing committee so anyone may join. If interested contact John Messina. It was suggested to put request out through Digest. • Information Technology – Discussions with John Corby and have formulated goals for the year. Asked UCEC to get unfilled seats filled for their committee.
UNFINISHED BUSINESS TONIA FERRELL	

DISCUSSION	<ol style="list-style-type: none"> 1. Jolene Lane brought the updated Sexual Harassment policy to the University Council. She pointed out the changes that were requested by the UC. A question was asked concerning the Title IX information, Jolene replied that all Title IX information is on the website and can be accessed there. She thanked the UC for their input and suggestions on changes. 2. The meeting was adjourned at 4:03 pm by unanimous consent.
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University Council

University Council

MINUTES

NOVEMBER 11

3 – 4 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell, Chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell, chair
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Members: Arnob Banik, Anne Bruno, Jeanette Carson, Katie Cerrone, Will Cole, Shagata Das, Ruth Nine-Duff, Ed Evans, Kathee Evans, Kevin Feezel, Tonia Ferrell, Marjorie Hartleben, Kris Kraft, Paul Levy, Tim McCarragher, Jennifer Manista, Gary Miller, John Nicholas, Michele Novachek, Scott Randby, Tiffany Schmidt, Emily Starkey, Shawn Stevens, Ben Swanson, John Wiencek</p> <p>Absent with notice: Kevin Feezel</p> <p>Absent without notice:</p> <p>Other attendees: Katie Cerrone, Laura Conley, Olivia Demas, Randi Depp, Gregory Dieringer, Joette Dignan Weir, Melissa Dreisbach, Elijah Eubanks, Tammy Ewin, Amy</p>

	<p>Freels, Ankita Gupta, Marc Haas, Greagory Hustack, Judith Juvancic-Heltzel, Grace Kasunic, Jolene Lane, Nancy Lupi, John MacDonald, Nicholas McFadden, John Messina, Jonathan Minnich, Richard Newsome, Steve Patton, Dee Dee Pitts, Stephen Myers, Melissa Seabolt, Stephen Storck, Don Visco, Sonya Wagner, Nathaniel Yost</p>
<p>Agenda topics:</p>	
<p style="text-align: center;">CALL TO ORDER TONIA FERRELL</p>	
DISCUSSION	<p>7. The chair began the meeting by changing the agenda, moving Cher Hendricks’ presentation to the Provost’s remarks section. The chair asked for any other additions or revisions to the agenda. There being none, the agenda was approved as amended by unanimous consent.</p> <p>8. The chair asked for additions or corrections to the October 13 University Council minutes. There being none, the minutes were approved as distributed by unanimous consent.</p>
<p style="text-align: center;">EXECUTIVE COMMITTEE REPORT TONIA FERRELL</p>	
DISCUSSION	<p>The chair reviewed the attached October 27 UC Executive Committee minutes (attached).</p> <p>8. Discussed the Topic Submission regarding President Miller’s response to the AAUP letter. The Topic was sent to the President and Wayne Hill.</p> <p>9. Discussed committee goals and their relationship with administrator. Chair Ferrell to follow-up each Chair to discuss further.</p> <p>10. OAA reorganization committee has been formed and has met. Seven representatives each from University Council and Faculty Senate. Cher Hendricks to give update.</p> <p>11. Ad hoc Human Development committee has had no volunteers to serve. Volunteers may contact the Chair or Heather Loughney if interested in serving.</p> <p>12. A working group to address childcare during COVID was formed with Faculty Senate. The small group will work quickly to discuss the situation and come up with some ways that the university can help.</p> <p>13. Strategic Planning was discussed. UCEC will be part of ongoing discussions.</p> <p>14. Provost discussed replacing of Jarod Tudor.</p>
<p style="text-align: center;">PRESIDENT’S REMARKS DR. GARY MILLER</p>	

DISCUSSION	<p>President Miller expressed his appreciation to the group.</p> <ul style="list-style-type: none"> • The President expressed that the rise in COVID cases continues to be troubling, state has seen biggest one-day uptick in recent days. Watching to see what the Governor will say in his address on Wednesday. • Discussion of fall admissions and people statewide are looking at fall enrollments. UA has waived admission fees ahead of everyone else and
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	<p>incoming students are eligible for \$500 scholarship as well as the Akron Advantage scholarship. Continuing in person as well as virtual campus visits.</p> <ul style="list-style-type: none"> • Concerns about student COVID numbers as we approach Thanksgiving. • Many working on OAA reorganization plan and appreciate the great work happening there. • Question was asked about the list of laid off staff and when it would be made public. The President responded that he thought that had happened. Discussion between the Provost and Wayne Hill determined that the list of positions eliminated was part of the Board Actions. Names are not posted for privacy reasons.
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PROVOST'S REMARKS	JOHN WIENCEK
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DISCUSSION	<ul style="list-style-type: none"> • The Provost turned his time over to Cher Hendricks to share her presentation on OAA reorganization (attached). • Cher Hendricks shared her presentation and the work of the group. Themes from discussions were turned into a Qualtrics survey that the group completed to focus their work. Shift from compliance mindset to one of problem solving. Moving responsibilities to Deans and decision making to Deans and chairs. Professional development was a key request for both faculty and staff. A survey has been created with the key ideas that will be shared with the UC and the Faculty Senate. Once survey has closed, the group will look at responses and develop a final report to go to the Provost after Thanksgiving. • The Provost shared that Heather Howley had been named the Acting Director of Branch Campuses. Congratulations to Heather. • Moving forward with Strategic Planning process. Draft action plan is out and can be modified as needed. Steve Ash asked to serve as a chair with group from UC to look beyond draft plan to make changes and develop a plan that would run into next year. Two-year cycle would be made with plans to develop governance process. • University planning group formed and will be working in the next two weeks.
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REPORTS	TONIA FERRELL
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<p>DISCUSSION</p>	<p>5. Graduate Student Government: President Banik reported on a survey done with grad students that found that 70% of grad students met criteria for depression. Many also met critical depression levels. Next step is to focus on mental health issues, organizing a grad student mental health workshop.</p> <p>The Chair asked what the average is for depression usually. The response was that the number is usually closer to 30% for 18-29 year olds.</p> <p>Question was also asked about what the campus can do to help? Banik responded that they are working on a plan and will look to the university for help with that. Also suggested checking in on your grad students.</p>
	<p>6. Undergraduate Student Government: Stevie Allen reported on behalf of Chair Feezel – USG recently hosted a talk with President Miller and appreciated his insights. Looking for ways to engage students.</p> <p>Committee Reports:</p> <ul style="list-style-type: none"> • Information Technology and Physical Environment Committees have submitted their committee goals. • Awards Committee – announcements coming soon about nominations. Nominate a colleague for their service or work with students. If interested contact John Messina or Michele Novachek.
<p>UNFINISHED AND NEW BUSINESS TONIA FERRELL</p>	
<p>DISCUSSION</p>	<p>There was no Unfinished or New Business.</p> <p>5. The meeting was adjourned at 3:48 pm by unanimous consent.</p>



University Council

University Council

MINUTES

DECEMBER 1, 2020

3 – 3:55 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell, Chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell, chair
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Members: Arnob Banik, Anne Bruno, Jeanette Carson, Katie Cerrone, Laura Conley, Ruth Nine-Duff, Ed Evans, Kathee Evans, Kevin Feezel, Tonia Ferrell, Marjorie Hartleben, Kris Kraft, Paul Levy, Tim McCarragher, Gary Miller, John Nicholas, Michele Novachek, Scott Randby, Tiffany Schmidt, Shawn Stevens, John Wiencek</p> <p>Absent with notice: Will Cole</p> <p>Absent without notice: Katelyn Frey, Jennifer Manista, Emily Starkey, Ben Swanson</p>

	<p>Other attendees: Phil Allen, Christine Boyd, Marie Celeste Cook, Aimee DeChambeau, Olivia Demas, Joette Dignan Weir, Tammy Ewin, Dallas Grundy, Cher Hendricks, Judith Juvancic-Heltzel, Sarah Kelly, John MacDonald, John Messina, Stephen Myers, Tom Needles, Nicholas Nussen, John Reilly, Stephen Storck, Joe Urgo, Sonya Wagner</p>
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Agenda topics:	
	CALL TO ORDER TONIA FERRELL

DISCUSSION	Meeting called to order at 3:00pm.
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	EXECUTIVE COMMITTEE REPORT TONIA FERRELL
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DISCUSSION	<p>15. One topic submission to reinstate Diversity and Inclusion committee. Will make decision at December meeting of UCEC. Provost also taking up the chain for discussion.</p> <p>16. Discussion of committee reporting. Plan in place to develop a form for submission. Want to reduce the workload of Secretaries of committees. Share your minutes until the form is ready to go.</p> <p>17. Discussed agenda for today's meeting. Conversation on UC meetings and lack of conversation with Provost and President. Can submit questions if not comfortable speaking with the Chair.</p>
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	PRESIDENT'S REMARKS DR. GARY MILLER
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<p>DISCUSSION</p>	<p>President Miller expressed his appreciation to the group.</p> <ul style="list-style-type: none"> • Reminded everyone to be careful as the pandemic is serious in this part of the country. Noted that Demas and Needles from BOT here today and we appreciate their work. Dallas Grundy also attending meeting in his second day as Senior VP and CFO, happy to have him here as well. • Chair mentioned healthcare costs and the hardship this is causing folks making sacrifices; we appreciate the sacrifices being made. • Also mentioned Diversity Council; expect Diversity and Social Justice taskforce report by end of year. Great things in this group so far, examining our processes regarding hiring and student engagement. Athletic group working hard on study of finances of MAC conference and UA. • Next week expect the final portion of Knight commission recommendations on MAC and they will converge into the model that we can use to stay competitive and spend less money on athletics. Different timeframe due to MAC schedule, watching items regarding spring enrollment. • Unsettling information coming from state; 21% drop in FAFSA applications. Will be watching that closely, intensely in January. Taped virtual commencements today for fall 2020 and summer 2020. Had plans for in-person student only ceremony that was not approved by Summit County Health. Tomorrow cabinet will meet with Eric Green to review work at home as Governor extends work at home rule.
	<ul style="list-style-type: none"> • Question was asked about National Center for Corrosion Performance, plans for NCERCAMP. Provost says it was funded by direct appropriations, stockpile of cash but hasn't been funded in several years, lots of testing from outside coming in. First we need to stabilize the leadership, find a chief officer. It resides at the executive level without a college. College of Engineering will play a part as well as Polymer Engineering, may reside in that college.
<p>JOHN WIENCEK</p>	<p>PROVOST'S REMARKS</p>

DISCUSSION

- The Provost began by thanking Chair.
- Search for the dean for BCAS is ongoing, had a candidate just in, one right before holiday, and one more this week, wrap at end of week. Can provide feedback. Committee will meet after last candidate. College of Business dean search underway with Joe Urgo as chair. Craig Menzemer chairing search for Polymer Engineering.
- Jared Tudor announced he accepted position at Ohio University and departed. Did accelerated search for director of branch campuses and Heather Howley accepted that position, we are very happy she is in that role.
- University Planning Group working on short term strategic plan as well as defining how planning process will run going forward. Already doing work to achieve the short range goals.
- Students are busy with a lot right now and they may not be thinking about applying to university yet. Some are waiting for news on vaccine availability and seeing how things pan out.
- Looking like vaccines will be available in time for fall and people may wait to see if face-to-face instruction will be happening. We are all recruiters and don't have to be involved in all aspects of recruiting, figure out how you can help and stay tuned when we are looking for help. Phone calls, keeping campus clean, public relations. We will know more in February.
- Question of whether adjustments were being made for spring semester courses. Provost said they have had conversations with faculty and are letting departments drive those decisions. Currently we have a mix of classes similar to the fall semester, no increase in face to face classes. Anticipate a better semester for the spring.
- Question of the spring semester plan for testing students, faculty, and staff for COVID. Provost said students can ask for the test and get it, unsure on faculty and staff. Going to continue to test as we were at the end of the semester.
- Testing will continue and we will have access to more tests at a lower cost. John Messina added that John MacDonald is leading the campus-wide response. Students, faculty, and staff are getting tested. There are different treatments for those who are symptomatic, different responses based on numbers in county.
- Question was asked about update regarding AAUP negotiations. The Provost said they cannot talk about those publicly; negotiations continue.

REPORTS

TONIA FERRELL

7. Graduate Student Government: reported GSG completed two surveys on mental health of grad students, found three main problems faced by grad students and having sessions focusing on those issues. Email transitions happening, met with IT services, shared that information with grad students. Emails will be forwarded from old system to new system for one year, happy about that.
8. Undergraduate Student Government: reported USG is working hard to finish the semester strong and that there is a project in the works. Passed resolution on library hours, student representation moving forward.

A question was asked about library hours. It was clarified that students do not have individual study areas or many evening hours, subject is on the desk of Dean DeChambeau.

A question was asked about USG's plans for assisting student groups with transitioning to new leadership in remote world. The USG President explained most organizations will have elections in the spring so USG will look into the matter before then.

It was added that USG is working actively to be in touch with all student groups, especially those which did not get registered. New student organizations are being welcomed as well; slight dropoff but hovering around 280 for the fall. USG sends weekly information from Source and works with student leaders to stay in touch.

DISCUSSION

Committee Reports:

- Standing committees: no oral reports.

UCIT – Chair Randby said there has already been an announcement with a link on Brightspace regarding email transitions. Committee has been working closely with IT on this. Migration will include all contacts and emails in Gmail. Students will still have access to GSuite, details on webpage, should be done by first or second week of January.

The Chair asked voting members of UC to raise hands if they are in favor of resolution.

Results: Yes 17 No 0 Abstention 0

UNFINISHED AND NEW BUSINESS

TONIA FERRELL

DISCUSSION

There was no Unfinished or New Business.

6. The meeting was adjourned at 3:55 pm by unanimous consent.