

# University Council Executive Committee

MINUTES

JUNE 23, 2020

2:30 – 3:30 PM

MICROSOFT TEAMS

<b>MEETING CALLED BY</b>	Ruth Nine-Duff, chair
<b>TYPE OF MEETING</b>	Monthly Meeting
<b>PRESIDER</b>	Ruth Nine-Duff, chair
<b>NOTE TAKER</b>	Kim Haverkamp
<b>ATTENDEES</b>	<p><b>Attendees:</b> Phil Allen, Arnob Banik, Jeanette Carson, Kevin Feezel, Tonia Ferrell, Marjorie Hartleben, Ruth Nine-Duff, Linda Saliga, Julia Spiker, Harvey Sterns, John Wiencek</p> <p><b>Absent with notice:</b> None</p> <p><b>Absent without notice:</b> None</p>
Agenda topics:	
2:30-2:35	CALL TO ORDER <span style="float: right;">RUTH NINE-DUFF</span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>The chair called the meeting to order and asked for additions to the agenda. The following topics were added to New Business and the agenda was approved as revised by unanimous consent. <ul style="list-style-type: none"> <li>How we can help with enrollment efforts</li> <li>Recommendations for 60+ students</li> <li>Campus update</li> </ul> </li> <li>The chair asked for additions or corrections to the May 19 Executive Committee minutes. There being none, the minutes were approved by unanimous consent. Approved.</li> </ol>
2:35-2:35	UNFINISHED BUSINESS <span style="float: right;">RUTH NINE-DUFF</span>
<b>DISCUSSION</b>	There were none.
2:35-2:45	TOPIC SUBMISSIONS <span style="float: right;">RUTH NINE-DUFF</span>
<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>Holiday Hours response was received from President Miller <ul style="list-style-type: none"> <li>He approved the resolution to change the University hours between finals week and the holiday break to 8 – 4:30 with the caveat that supervisors need to retain the right to adjust employee working hours to ensure that services continue to be provided to University constituencies.</li> </ul> </li> <li>Federal Aid for Certificate Programs response was received from Jennifer Harpham, director of Student Financial Aid <ul style="list-style-type: none"> <li>It is possible to use financial aid for certificate programs.</li> <li>She provided the criteria for an eligible certificate program and the process for submission to the Department of Education for approval.</li> <li>Referred to Faculty Senate for consideration.</li> </ul> </li> </ol>

	<p>3. A suggestion to pool excess office supplies in a central location for campus units to use.</p> <ul style="list-style-type: none"> <li>• Referred to Nathan Mortimer for consideration.</li> </ul>
2:45-3:30	<p style="text-align: center;"><b>NEW BUSINESS</b></p> <p style="text-align: right;"><b>RUTH NINE-DUFF</b></p>
Discussion	<p>1. Jeanette Carson met with the Admissions team to determine how UC members can help in enrollment efforts.</p> <ul style="list-style-type: none"> <li>• The Admissions Office will provide employees with 20-25 students to contact via email and phone if needed (1 hour/week).</li> <li>• The students will be assigned by where the employee lives, went to high school and/or UA degree received.</li> <li>• The Admissions Team can provide an information session and script.</li> <li>• Jeanette will draft the communication to members.</li> </ul> <p>2. Harvey Sterns discussed the attached <a href="#">Human Development Committee minutes</a> and discussed recommendations for all audit 60+ students due to COVID-19.</p> <ul style="list-style-type: none"> <li>• Provost Wiencek will discuss the recommendations with Jarrod Tudor.</li> </ul> <p>3. Provost Wiencek discussed the following campus update:</p> <ul style="list-style-type: none"> <li>• Nathan Mortimer, VP of Operations, has developed a plan for a phased return of employees to campus (see June 23 Digest).</li> <li>• A special Board of Trustees meeting is scheduled for July 15.</li> <li>• Discussed the use of masks by employees and students once we return to campus.</li> <li>• We are trying to accommodate faculty teaching preferences. We are installing plexiglass shields in classrooms for faculty to teach behind.</li> </ul> <p>The following suggestions were made:</p> <ul style="list-style-type: none"> <li>• Send another message to campus from President Miller.</li> <li>• Develop a plan to move forward on sesquicentennial activities.</li> <li>• Change the date/time of UC meetings to take place after the Board of Trustees meetings.</li> </ul> <p>The meeting was adjourned at 3:20 p.m.</p>