

University Council Executive Committee

MINUTES

JANUARY 25, 2022

3:31-4:01PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Attendees: Jeanette Carson, Pamela Duncan, Ed Evans, Tonia Ferrell, Marjorie Hartleben, Grace Kasunic, Kris Kraft, John Wiencek</p> <p>Absent with notice: Katelyn Frey, Courtney Johnson-Benson</p> <p>Absent without notice:</p> <p>Guests: Joe Gingo, Gary Miller</p>
Agenda topics:	
	<p>CALL TO ORDER TONIA FERRELL</p>
	<ol style="list-style-type: none"> 1. The chair called the meeting to order. The agenda was approved with additions. 2. The minutes of the December 21, 2021 meeting were approved without dissent.
	<p>INTRODUCTIONS AND STRUCTURES TONIA FERRELL</p>
	To help BOT Chair Gingo better understand the University Council, Chair Ferrell asked the members to introduce themselves and to explain their constituency that they represent on UC.
	<p>TOPIC SUBMISSIONS TONIA FERRELL</p>
	<p>The chair asked for discussion on recently posted topic submissions:</p> <ul style="list-style-type: none"> • There was one submission on leadership restructuring. It was a lengthy submission with many components to it. The UCEC discussed the submission and decided that it included both academic and leadership issues. It was pointed out that some of the suggestions in the submission had already been implemented, using Teams for online, leniency in attendance. It was decided to send the submission to both the Talent Development & Human Resources Committee and the Student Engagement & Success Committee. Sarah Kelly will also be copied with a request to share with any other entities on campus who could provide feedback.

		NEW BUSINESS	TONIA FERRELL	TONIA FERRELL
		<ol style="list-style-type: none"> 1. The agenda for the UC meeting on February 8, 2022 was approved. There was a discussion of future guest speakers. Joe Urgo will be attending the March meeting. Kerry Jackson will possibly attend the April meeting to discuss the results of the safety survey. It was suggested to invite Heather Howley from Wayne College to attend and discuss how Wayne is doing and some of their innovations there. Chair Ferrell will contact Heather. 		

		GOOD OF THE ORDER	TONIA FERRELL	TONIA FERRELL
		<ol style="list-style-type: none"> 1. RooFit – not too late to join. There are 151 enrolled in the program at the moment, room for more. It was suggested that the BOT members be invited to join. 2. Meeting was adjourned at 4:01 pm. 		

University Council Executive Committee

MINUTES

FEBRUARY 22, 2022

3:33-4:16 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Attendees: Jeanette Carson, Ed Evans, Tonia Ferrell, Marjorie Hartleben, Courtney Johnson-Benson, Grace Kasunic, Kris Kraft, John Wienczek</p> <p>Absent with notice: Katelyn Frey</p> <p>Absent without notice:</p>
Agenda topics:	
<p>CALL TO ORDER TONIA FERRELL</p>	
	<ol style="list-style-type: none"> The chair called the meeting to order. Addition to New Business – update on topic submission form. Amended agenda approved. The minutes of the January 25, 2022 meeting were approved without dissent.
<p>TOPIC SUBMISSIONS TONIA FERRELL</p>	
	<p>The chair asked for discussion on recently posted topic submissions:</p> <ul style="list-style-type: none"> Prevention Education – looking for position for prevention education, full-time. Send John Messina’s response to submitter. Signage at Quaker Square – replace or remove old signage advertising Quaker Square. Questions about long term plan for building were answered by the Provost. The building has a lot of deferred maintenance issues and looking at possible vacating of building. Not sure if building has historic designation, but don’t expect silos to be removed. Looking at ways to use it. Send submission to Physical Environment.
<p>UNFINISHED BUSINESS TONIA FERRELL</p>	
	<ul style="list-style-type: none"> Bylaws – redlined version to John Reilly for review. Provost stated that BOT will review whenever it is received. UC Orientation – committee has not met.
<p>NEW BUSINESS TONIA FERRELL</p>	

- UC agenda for March 8, 2022 was approved with addition of Heather Howley's title, Director of Wayne and Regional Campuses.
- Discussion of Committee Reports
Committees are not reporting on a regular basis in UC meetings, discussion of how to improve that. Remind committees that if they have an actionable item it should be brought to the UC meeting. Report on responses to topic submissions. Continue with Forms committee report, remind committee chairs of requirement to submit report of each meeting.
- Topic Submission update – old submission regarding benefits for employees – have communicated with Shonda and there will be a link to Best Benefits Club on the website, unsure where just now. UCEC felt this should be on the Purchasing or Benefits websites.
- Note from Cher Hendricks on topic submission form – asked if a specific action for the submission could be done, would help the committee or person receiving it.

GOOD OF THE ORDER

TONIA FERRELL

- Meeting was adjourned at 4:01 pm.

University Council Executive Committee

MINUTES

MARCH 22, 2022

3:32-4:30 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Attendees: Jeanette Carson, Tonia Ferrell, Marjorie Hartleben, Courtney Johnson-Benson, Kris Kraft, John Wiencek</p> <p>Absent with notice: Grace Kasunic</p> <p>Absent without notice: Ed Evans, Katelyn Frey</p>
Agenda topics:	
	<p>CALL TO ORDER TONIA FERRELL</p>
	<ol style="list-style-type: none"> The chair called the meeting to order. Addition to New Business – update on topic submission form. Amended agenda approved. The minutes of the February 22, 2022 meeting were approved without dissent.
	<p>TOPIC SUBMISSIONS TONIA FERRELL</p>
	<p>The chair asked for discussion on recently posted topic submissions:</p> <ul style="list-style-type: none"> Talking Points to Board Members – refer to Communications Committee. Request on training becoming mandatory from Dallas Grundy; discussions on what repercussions would be for not completing training. Administration would like UC to review this idea and come up with ideas for repercussions for not completing. Dallas will complete policy when this is decided. <p>Discussion:</p> <ul style="list-style-type: none"> -those in health field are already taking the training for clinicals, etc. is there a way to be exempted from this? -should PT faculty be exempt from this? -many may not realize that they are required to take training. Many unfamiliar with Brightspace. Wendy Lampner has been made aware of ideas to create reminders and to receive badges when finished with training. -attach to performance evaluations, put in personnel information for supervisors. -Title IX associated personnel have already had extensive training, should they have to take it again? -supervisors need to be alerted when team members have not completed training.

	<p>-email of completion needs to generate.</p> <p>-could tie completion to merit</p> <p>-do not communicate with campus community why training needs to be done, should do that.</p> <p>-tie to possible raises, give time off to those who complete, perhaps reduce holiday break for those who do not complete.</p> <p>-make an easy to find section of Brightspace that shows status of training.</p> <p>-put together these ideas and pass on to Dallas.</p>
<p>UNFINISHED BUSINESS TONIA FERRELL</p>	
	<ul style="list-style-type: none"> • Bylaws – last revisions with Tonia, waiting for approval from Ed before sending to John Reilly. Hope to have for the April agenda. • UC Orientation – committee has not met.
<p>NEW BUSINESS TONIA FERRELL</p>	
	<ul style="list-style-type: none"> • Guest speaker for future meeting – Matt Wyszyski from Honors. • Food truck event went very well with 300 served and Swensons said they made over \$3,000. Discussion of creating process to monitor food truck requests across campus. Heather to look into requirements of Aramark contract.

University Council Executive Committee

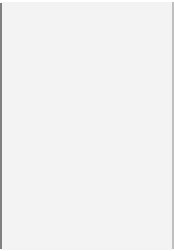
MINUTES

APRIL 26, 2022

3:30-4:42 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Attendees: Jeanette Carson, Tonia Ferrell, Marjorie Hartleben, Courtney Johnson-Benson, Kris Kraft, John Wiencek</p> <p>Absent with notice: Grace Kasunic</p> <p>Absent without notice: Ed Evans, Katelyn Frey</p>
Agenda topics:	
	<p style="text-align: center;">CALL TO ORDER TONIA FERRELL</p>
	<ol style="list-style-type: none"> 1. The chair called the meeting to order. Agenda approved as distributed. 2. The minutes of the March 22, 2022 meeting were approved without dissent.
	<p style="text-align: center;">TOPIC SUBMISSIONS TONIA FERRELL</p>
	There were no new topic submissions.
	<p style="text-align: center;">UNFINISHED BUSINESS TONIA FERRELL</p>
	<ul style="list-style-type: none"> • Bylaws – final revised version sent out to the UC list, will vote at the April UC meeting on it. • UC Orientation – committee has not met, need to start discussions up again.
	<p style="text-align: center;">NEW BUSINESS TONIA FERRELL</p>
	<ul style="list-style-type: none"> • Guest speaker for future meeting – Dallas Grundy coming to April meeting with preview of the FY22-23 budget. No guests scheduled for June or July. Future speakers discussed were Fedearia Nicholson-Sweval, over the next 12 months perhaps have deans and some VPs come to speak to UC about their college or area. Will set up a schedule for visits to UC meetings. • Committee restructuring discussion – survey questions are out to the committee chairs, deadline to return is Friday, May 13. UCEC will review the surveys and then determine if there is a need to meet with the committee to discuss further.
	<p style="text-align: center;">GOOD OF THE ORDER TONIA FERRELL</p>

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- No changes to May 3 UC agenda.
 - UCEC wished Grace Kasunic good luck as she leaves UA and thanked her for her service to UC and across campus. Welcomed JP Garcher to UCEC.
 - Meeting adjourned at 4:42 pm

University Council Executive Committee

MINUTES

MAY 24, 2022

3:30-4:40 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Attendees: Jeanette Carson, Ed Evans, Tonia Ferrell, JP Garcher, Marjorie Hartleben, Courtney Johnson-Benson, Kris Kraft, John Wienczek</p> <p>Absent with notice:</p> <p>Absent without notice: Benjamin Swanson</p>
Agenda topics:	
<p>CALL TO ORDER TONIA FERRELL</p>	
	<ol style="list-style-type: none"> 1. The chair called the meeting to order. Agenda approved with revisions. 2. The minutes of the April 26, 2022 meeting were approved as distributed.
Q & A WITH BOT CHAIR GINGO	
	<ul style="list-style-type: none"> • Question about campus facilities – status of Martin Center sale, initial sale fell through and there have been issues with break-ins and maintenance. Also future of Quaker Square? Both are costly to maintain. <p>Gingo – regarding Martin Center – my information is the same as what was stated, those who wanted to buy and turn into small boutique hotel fell through but they are still working on getting another loan. If that doesn’t happen our only option is to see the building and/or the land. Quaker Squire – in negotiations with the City of Akron, those are ongoing and it’s a long discussion when talking with a political unit. I don’t if there are further updates, John or Gary may know Miller – if we can’t sell Martin Center then will have to demolish it. Quaker is more difficult, appraised at 14 Mil and the city won’t pay that. State may not let us sell for that amount so may have to leave on market to see if we can get it. Neither city or university want to shut it up and put a fence around it. No resident hall space in it for Fall 22 but Quaker Station will remain open. Leased spaces will remain open.</p> <ul style="list-style-type: none"> • What is the role of the BOT in light of facilities? <p>Gingo – role of BOT is oversight. I’ve been on private and public boards and UA BOT has more power than most boards I’ve been on. While company CEOs or CFOs make decisions, at UA the president and his team run the organization but the BOT reviews what they are doing and makes sure they are on track but they develop the strategy and they have to execute it. We have a diverse board and</p>

provide support where we feel the university could use support but whatever plan is agreed to by the administration and BOT the administration has to make it work. We also can provide support to things the team might need done because of our connections.

- Moving into fall and back into a lot of in-person activities, what do you think is our biggest challenge to students coming back this fall?

Gingo – enrollment remains our biggest challenge, goal has to be to get them in and keep them. The president and provost are working hard to develop systems to do that. Students are coming from a hybrid environment and not used to stepping back into in-person, we've also been teaching in hybrid format and will have to get accustomed to in-person again.

- Question on CPs and perks and competition.

Gingo – our biggest concern for the BOT is the fiduciary responsibility for the university. It would be nice to give raises to everyone but we have to look at needs and requirements. We're not in a position to add a bunch of people because we don't have sufficient funds for that. A larger student body is the answer to that problem. For now we have to maintain the status quo.

Miller – we are restrained in how we can invest.

Wiencek – 20,000 students would give us the revenue we need. Our new VP for enrollment management is putting together a plan to get us on a good path, there are things we could be doing better.

Gingo – put out a brochure to encourage use of campus; concerts, events, get more programs on campus to market to those folks.

- How do we position ourselves to market to the positions we can fill?

Gingo – from the BOT standpoint, Gary has to run a tight budget, we have about a 4-5 year window where we can do that, after that we have to be self-sustaining.

Wiencek – we've had to increase salaries to get quality people and also add in flexible working situations. Remote working has been an issue with tax expectations and remote work outside of the state gets difficult.

- What role does the BOT play in dealing with the impact on morale of these decisions – while we struggle with staffing shortages and paying staff enough compared to peer institutions while we are hiring upper admins and coaches making large amounts of money. A lot fanfare surrounding these hires, may have a negative impact on those making so little.

Gingo – every position you hire you have to benchmark. For right or wrong, our society will pay a football coach more than they will pay a VP. We have to make sure we're benchmarking with our competitors, we are constrained by the budget but every time the administration comes to the BOT with a hire or a request raise salary the BOT asks why. They have to convince us that this has to be done, and after much discussion we usually agree that it is necessary. A swimming coach is not going to make what a basketball coach makes. That's not a satisfactory answer but truthful.

- anything that you would like to hear about from us today or anything the BOT would like us to focus on in the coming year?

Gingo - we have a money constraint, what perks could we offer to attract people? What would make it attractive to come? BOT is oversight, we don't make the decisions, that is John and Gary. Helpful also to focus on retention, one thing to attract them and get them, but we have to keep them. What can we do

	<p>better in retention. Two areas where I think it would be good to get ideas on how to improve.</p> <ul style="list-style-type: none"> ○ Reciprocity ○ Training and development for chairs ○ Staff development <p>The chair thanked BOT Chair Gingo for joining the meeting today and for all the BOT is doing.</p>
<p>TOPIC SUBMISSIONS TONIA FERRELL</p>	
	<p>There were no new topic submissions.</p>
<p>COMMITTEE REVIEW TONIA FERRELL</p>	
	<p>Recreation and Wellness – Kris Kraft (chair) and Nick Weber (administrator)</p> <p>Kraft – we like what we do but what we found when we looked at the history of the committee we were called Athletics and Recreation, later became Recreation and Wellness. But our mission statement was part of the bylaws and is not what we do now. We feel we are Campus Wellness, want to serve the campus community. Feel we are campus wellness, deal with social, mental wellness. Want to have that as our new name. That covers what we do. Nick and I wrote a new mission statement, included in our response. Thought this encompasses what we want to do. Want to do everything.</p> <ul style="list-style-type: none"> ● It seems that the revised mission statement is looking at the mental and physical support to all campus. <p>Kraft – Yes, financial, biological, everything fits under campus wellness. Getting people back on the committee who need to be. Mental health first aid is onboard.</p> <ul style="list-style-type: none"> ● Mission statement seems huge, should it be narrowed? Is the task really to identify resources for the things that faculty, staff and students need or to provide the actual services? <p>Kraft – committee would be advisory and help to identify.</p> <p>Discussions will continue on refining the mission statement in Teams.</p> <p>Kraft – we want our committee to have good use of our time, had a great group of people and overall had great attendance. Big thing was RooFit, thanks to Nick for the legwork from his staff for that. How many goals do we need? Discussed this in committee. Most are saying 1-3 goals but we feel like 2 is enough. So much to do in our jobs that too many goals is undoable. Staff and CPAC don't get a lot of release time from their supervisors. Maybe John and Gary could talk to the VPs about that or Deans, let people have that time to do things on campus. Can't have nice things if we don't let people do the nice things. That's what we talked about a lot.</p>
<p>UNFINISHED BUSINESS TONIA FERRELL</p>	
	<ul style="list-style-type: none"> ● Guest speakers: <ul style="list-style-type: none"> ○ June – Becky Erickson & Wendy Lampner – UPG/Envisioning ○ July – BCAS Dean ○ August – CEPS Dean ○ September – Law Dean ○ October – Fedearia Nicholson-Sweval – Williams Honors College ○ November – CoB Dean ○ December – CHHS Dean and Counseling and Testing Center

	<ul style="list-style-type: none"> • Committee restructuring plan & timeline: <ul style="list-style-type: none"> ○ Budget & Finance – no survey received ○ Communications – survey received ○ Information Technology – survey received ○ Institutional Advancement – no survey received ○ Physical Environment - survey received ○ Student Engagement - survey received ○ Talent Development - survey received
NEW BUSINESS TONIA FERRELL	
	<ul style="list-style-type: none"> • UC agenda for June 14, 2022 approved. • Budget process and HLC – chair spoke with Linda Saliga about budget, did not endorse it last year. We will be endorsing it this year. It will come to the June meeting. Dalls will talk about the new budget year and hope to have materials ahead of the meeting, will be documented in the minutes for HLC.
GOOD OF THE ORDER TONIA FERRELL	
	<ul style="list-style-type: none"> • Nothing for the good of the order. • Meeting adjourned at 4:40 pm

University Council Executive Committee

MINUTES

JUNE 28, 2022

3:32-4:40 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Attendees: Jeanette Carson, Ed Evans, Tonia Ferrell, Marjorie Hartleben, Courtney Johnson-Benson, Kris Kraft, John Wienczek</p> <p>Absent with notice: JP Garcher</p> <p>Absent without notice: Benjamin Swanson</p>
Agenda topics:	
<p>CALL TO ORDER TONIA FERRELL</p>	
	<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 May 24, 2022 meeting were approved as distributed.
<p>TOPIC SUBMISSIONS TONIA FERRELL</p>	
	There were no new topic submissions.
<p>COMMITTEE REVIEW TONIA FERRELL</p>	
	<p>Communications –</p> <p>The committee has proposed that there not be a Communications committee, support and advice would be short-term and that a committee is not needed. They suggest an ad hoc committee to deal with issues as they come up. Chairs of the shared governance have been used by the administration for sounding boards and getting input prior to releasing a communication.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> If information is shared that needs a quick turnaround, then a committee is not the place for that to happen. The UCEC is where that can happen quickly. The provost agreed with that assessment, stating that if there is an memo that needs a quick review he would use the UCEC for that. The committee could be used to aid Tami Ewin with marketing plans and and long-term planning. While Tami’s office is used for external communications, there needs to be internal as well. Discussion about internal communications and lack of knowledge on campus about campus activities. Email Digest is source but many don’t look at it. Tami has worked hard at internal communication but many are still not looking at it.

- Discussion of attendance issues on this committee and others. Many feel that committee meetings scheduled monthly with no business to conduct is a waste of time.
- The provost pointed out that the VPs were asked twice to get more engaged with the liaisons and Tami has done that. They tried to have more things for them do but that doesn't seem to be working.
- It was pointed out that the committee is part of the bylaws and outlined in the Board rule. If the committee is removed there is one less member of UC body.
- When asked about other universities he's worked with, the provost commented that the work of the Communications committees was usually on an ad hoc basis and as needed.
- The faculty senate's Rights and Responsibilities committee is formed but only meets when there is an issue to resolve. Communications could function like that.
- This discussion will continue outside this meeting.

Student Engagement

The committee reported that they would like to change their charge. Would like to be an advisory group for all areas of student service on campus.

Discussion points:

- Committee was asked to work on a big student issue; paper bills and electronic billing. They worked on the issue and talked with students and advised that paper bills be brought back into the plans. That will be happening for fall class.
- With the arrival of Fedearia Nicholson-Sweval the committee could work with her and John Messina on issues involving students.
- The provost pointed out that this is a way for shared governance to have a bigger influence, by helping to deal with surfacing issues and making the president aware of them. Administration acts on behalf of the campus and the work should be collegial.
- This discussion will continue outside this meeting.

UNFINISHED BUSINESS

TONIA FERRELL

- Guest speakers:
 - July – Becky Erickson and Wendy Lampner – UPG/Envisioning
 - August - BCAS Dean
 - September – CEPS Dean
 - October – Fedearia Nicholson-Sweval – Williams Honors College
 - November – CoB Dean
 - December – School of Law Dean
 - February – CHHS Dean
 - March – University Libraries

NEW BUSINESS

TONIA FERRELL

- UC agenda for July 12, 2022 approved.
- Land Acknowledgement – this has moved through all the steps for approval and is now back here for approval by the UC per Legal. This will be presented during the UCEC report as a resolution for vote at the next UC meeting. Document will go out with the agenda for the meeting.

- Nothing for the good of the order.
- Meeting adjourned at 4:28 pm.

University Council Executive Committee

MINUTES

AUGUST 23, 2022

3:31-4:01 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Attendees: Jeanette Carson, Ed Evans, Tonia Ferrell, JP Garcher, Marjorie Hartleben, Courtney Johnson-Benson, Kris Kraft, Benjamin Swanson, John Wiencek</p> <p>Absent with notice:</p> <p>Absent without notice:</p>
Agenda topics:	
<p>CALL TO ORDER TONIA FERRELL</p>	
	<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 July 26, 2022 meeting were approved as distributed.
<p>TOPIC SUBMISSIONS TONIA FERRELL</p>	
	<ul style="list-style-type: none"> There were no new submissions.
<p>COMMITTEE REVIEW TONIA FERRELL</p>	
	<p>Institutional Advancement –</p> <p>The committee did not ask for any changes. They had no concerns about their mission, and feel they are needed.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> Appointed administrator has struggle with committee, doesn't like the composition of the committee, and does not feel it works for the work of the committee. Trouble getting officers of the committee and wants to appoint some people to the committee. Administrator was informed that people can be appointed to the committee that can help in the work of the committee, but they are not voting members. The membership of the committee will stay the same. It was pointed out that the committee has done great work.

	<p>Physical Environment –</p> <p>The committee reported that they feel they are still needed and serve a unique purpose.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • A suggestion was made that the committee give an updated twice a year concerning the work of the committee, this could help the UC be aware of what is being done. <p>Talent Development & Human Resources –</p> <p>The committee felt they should continue as charged, feel their committee is needed. A comment in their response asked if some people from Faculty Senate should be included.</p> <ul style="list-style-type: none"> • It was felt by UCEC that additional members from Faculty Senate were not recommended, cautious that there is not an appearance of being faculty-heavy. <p>Next month there will be a discussion of the committees that were early in the process, particularly Communications and what changes to make. Wording of the bylaws will come next. There will be discussion in the UCEC teams on wording of bylaws. Also discussion of some committees not meeting during the summer.</p>
UNFINISHED BUSINESS TONIA FERRELL	
	<ul style="list-style-type: none"> • Guest speakers: Dean of BCAS to speak at the September UC meeting. An email will be sent out to Dean McKinney to confirm his attendance at the meeting.
NEW BUSINESS TONIA FERRELL	
	<ul style="list-style-type: none"> • UC meeting schedule – September is a Teams meeting. The chair and provost discussed virtual meetings versus in person. A middle of the road compromise would be to meet in person once a semester and add a social component to it. The provost has offered some budget monies for that. November 8 UC meeting will be best for in person. For spring the in person meeting will be April 11. A comment was made that Teams is good for the organization, good attendance. The UC will continue this way and see how it goes. • Agenda for the September 13, 2022 UC meeting was approved. Discussion of the October UC meeting where all committee members are invited to attend. A discussion of the purpose of being on committees, emphasize service and the role of their membership. Welcome/Introduction to UC committee members and the importance of shared governance from either the Chair or Provost.
GOOD OF THE ORDER TONIA FERRELL	
	<ul style="list-style-type: none"> • Progress on SEAC and bargaining unit discussion – A memo from Matt Dowd to President Miller was reviewed. The decision of SEAC is to allow bargaining unit members into the organization but to review for one year and figure out everything, they also asked for an increase in budget due to increase

in membership. Matt was commended for the letter. Question was asked if President Miller had responded. The provost replied that the president has responded and will be reaching out to Matt to discuss the response. There was concern on both sides regarding the tone of the letter and response. It was suggested that the president meet with both groups in a more informal meeting, perhaps a lunch. The provost indicated that was being planned. The chair shared that hopefully this is the beginning of moving forward.

- The chair thanked Courtney Johnson-Benson for her service on UCEC as she is leaving for another position. She was thanked for her service to shared governance and wished well.
- Meeting adjourned at 4:01 pm.

University Council Executive Committee

MINUTES

SEPTEMBER 27, 2022

3:30-4:51 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Attendees: Jeanette Carson, Ed Evans, Tonia Ferrell, JP Garcher, Marjorie Hartleben, Kris Kraft, Benjamin Swanson, John Wiencek</p> <p>Absent with notice:</p> <p>Absent without notice:</p>
Agenda topics:	
PRESENTATION BY PRESIDENT MILLER	
	<p>President Miller talked with UCEC about the Knight Creative (Polsky) project, which is being funded through a lead gift of \$20M from the John S. and James L. Knight Foundation. He discussed the background of the Akron Arts initiative and how this led to UA receiving this transformational gift from Knight. Plans are being formed for the space and its programming. The President and his team will be discussing this with many other groups on campus in the coming weeks and will be seeking campus input on ideas for space/programming. UCEC was able to provide feedback and bring attention to the existing Polsky Building Council.</p>
CALL TO ORDER	
TONIA FERRELL	
	<ol style="list-style-type: none"> 1. The chair called the meeting to order. The agenda for the meeting was approved as revised unanimously. 2. The minutes of the August 23, 2022 meeting were approved as distributed.
COMMITTEE REVIEWS	
TONIA FERRELL	
	<p>The chair stated that the committee reviews had been completed and that most committees did not ask for any changes to their structure. She had met with the Provost and Dallas Grundy and Linda Saliga about Budget & Finance. The diagram of reporting will be edited and more useful. Communications wants to meet only when they have business. They are already operating under that assumption. There was discussion about whether to change the bylaws to reflect that or to allow them to conduct business this way for a period of time. The decision was made to not change the bylaws at this time. This change will become part of the procedural manual for UC. There was discussion about committees meeting only when they have business, it was felt that all committees should have business related to the goals and that</p>

	<p>committees should be able to not meet if they have no business that month; an online committee report should still be filed stating that they did not meet. Heather will put together a memo to Tammy Ewin and Robert Peralta regarding this change and the expectation that the committee will meet in September each year to elect officers</p> <p>A subcommittee to create and review the UC procedural manual was discussed, members will be Ed Evans, Jeanette Carson, JP Garchar and Kris Kraft. Heather will put together the first meeting of the committee to review what is already set aside for the procedural manual and discuss next steps.</p>
TOPIC SUBMISSIONS	
	TONIA FERRELL
	<p>ASB – topic submission asks to look into the conditions of ASB and asks for people in the building be transferred to Polsky. Topic submission to be sent to Steven L Myers directly, no committee.</p>
UNFINISHED BUSINESS	
	TONIA FERRELL
	<ul style="list-style-type: none"> • Guest speakers: Speakers lined up through March 2023, Heather is confirming with the speaker and their support staff. • SEAC/SBA – The chair spoke with Matt Dowd, he requested that SEAC be given additional seats in light of the addition of all SBU staff to their group. The chair pointed out that all bodies of UC have same number of representatives. He stated that he wanted SBA members to have opportunity to serve on committees. The chair responded that a committee can have many ex-officio members who provide information to the committee. Anyone can serve in that fashion and provide knowledge to committee.
NEW BUSINESS	
	TONIA FERRELL
	<ul style="list-style-type: none"> • Carnegie classification is up for renewal – a study will be completed and start with a shared university definition of what community engagement is. A discussion of the process for creating, reviewing and approving the definition took place. It was recommended that Faculty Senate be given the opportunity to discuss and comment before UCEC does the same, once approved by UCEC it would come to the UC for a vote. • Agenda for the October 11, 2022 UC meeting had one correction, approval of minutes from September 13, with correction the agenda was approved. • November in-person meeting – social aspect, an email to UCEC will be sent to start that conversation, submit ideas. The meeting will be held in a hybrid format.
GOOD OF THE ORDER	
	TONIA FERRELL
	<ul style="list-style-type: none"> • None • The meeting was adjourned at 4:51 pm.

University Council Executive Committee

MINUTES

OCTOBER 25, 2022

3:30-4:14 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Attendees: Jeanette Carson, Ed Evans, Tonia Ferrell, JP Garcher, Marjorie Hartleben, Kris Kraft, Benjamin Swanson, John Wiencek</p> <p>Absent with notice:</p> <p>Absent without notice:</p>
Agenda topics:	
CALL TO ORDER TONIA FERRELL	
	<ol style="list-style-type: none"> The chair called the meeting to order. The agenda for the meeting was approved as revised unanimously. The minutes of the September 27, 2022 meeting were approved as distributed.
COMMITTEE REVIEWS TONIA FERRELL	
	The chair stated that the committee reviews had been completed and that there were no major changes to the committees. Secretary Kraft reminded the chair that the name for Recreation and Wellness still needs to be changed. RooFit will be underway soon and the committee wanted to use their new name for that. The chair responded that the name change will have to be done in the bylaws and sent to the UCEC for review and then to John Reilly for review before going to the UC for a vote. If bylaws changes can be done in time for the November meeting then the vote could happen in December.
TOPIC SUBMISSIONS TONIA FERRELL	
	<p>Three topic submissions were received:</p> <ul style="list-style-type: none"> Environmental Health and Safety Resources – send to Provost for him to talk to those in charge about issue. Parking for Student Employees While Unloading – send to Jared Coleman in Parking. Exchange Street Parking Deck name issues – send to Physical Environment Committee
UNFINISHED BUSINESS TONIA FERRELL	

	<ul style="list-style-type: none"> • Guest speakers: confirming with Dean Nemer for December. Discussion about NSO subject for a speaker, Kim Gentile, Brandon McCulsky, John Messina and Fedearia Nicholson-Sweval were all discussed as possible speakers on the topic for the February meeting and Aimee DeChambeau will be asked to move to the May meeting. • Strategic Plan Update – the Provost Fellows are working well and benefitting the SPG greatly, getting new ideas and energy from them. Last meeting had discussion on issues related AKR and get those adopted across campus. Develop a community around each of the five promises, focus on those for each community. Will approach five individuals on campus to act as the “champion” of that promise and to form a group to talk about organizing and electing a leader from that group. Goal of having a summit in spring to reflect on what is accomplished and what activities are going on in each community. Also developing the next two-year plan now.
<p style="text-align: center;">NEW BUSINESS TONIA FERRELL</p>	
	<ul style="list-style-type: none"> • Agenda for the November 8, 2022 UC meeting was approved. • November in-person meeting – food order is placed; meeting will have hybrid format. Social time and food following the meeting. • Procedural manual in progress, committee will meet this week, each person to prepare their part of the bylaws for items to add to manual.
<p style="text-align: center;">GOOD OF THE ORDER TONIA FERRELL</p>	
	<ul style="list-style-type: none"> • Search for Senior VP is almost completed. • Reminder about Social Engagement event at Student Union on October 26 from 11 am – 2 pm. • The meeting was adjourned at 4:14 pm.

University Council Executive Committee

MINUTES

NOVEMBER 29, 2022

3:34-4:06 PM

MICROSOFT TEAMS

MEETING CALLED BY	Tonia Ferrell
TYPE OF MEETING	Monthly Meeting
PRESIDER	Tonia Ferrell
NOTE TAKER	Heather Loughney
ATTENDEES	<p>Attendees: Jeanette Carson, Ed Evans, Tonia Ferrell, JP Garcher, Marjorie Hartleben, Kris Kraft, Benjamin Swanson, John Wiencek</p> <p>Absent with notice:</p> <p>Absent without notice: Nate Meeker</p>
Agenda topics:	
CALL TO ORDER TONIA FERRELL	
	<ol style="list-style-type: none"> The chair called the meeting to order. The agenda for the meeting was approved as revised unanimously. The minutes of the October 25, 2022 meeting were approved as distributed.
TOPIC SUBMISSIONS TONIA FERRELL	
	<p>One topic submission was received:</p> <ul style="list-style-type: none"> Bus service to Fir Hill Tower – send to Parking, attention of Jared Coleman. <p>The following topic submissions received responses:</p> <ul style="list-style-type: none"> Environmental Health and Safety Resources – the Provost met with Eric Green and was told that eye wash stations are being tested but not as frequently as in the past, cited staff levels as reason. Working to hire more full-time people and hire more student workers. Parking for Student Employees While Unloading – Jared Coleman sent response outlining the control of loading zones and locations of loading areas on campus. Exchange Street Parking Deck name issues – Physical Env committee will forward this topic to Parking Services with the understanding that any name change would need to be approved by the Board of Trustees. ASB issues – UA is aware of issues and while emergency repairs have been done, the plan is to move staff out of the building and to vacate the building. No date given for that to happen.
UNFINISHED BUSINESS TONIA FERRELL	
	<ul style="list-style-type: none"> UC Procedural Manual – Heather and Kris have been meeting and have developed an outline and will begin writing. Committee will meet next Monday to review and discuss.

	<ul style="list-style-type: none"> • Guest speakers: Sarah Kelly contacted the chair and indicated that they are ready to present on the job reclassification and will wait until the January UC meeting as there are already two speakers on the December agenda.
<p style="text-align: center;">NEW BUSINESS TONIA FERRELL</p>	
	<ul style="list-style-type: none"> • Agenda for the December 13, 2022 UC meeting was approved. • UC meeting plans – discussion of turnout for November meeting, good to spend time with people. Spring will continue in Teams with one in-person meeting planned for April. If good attendance, may make the May meeting in person as well. The summer meetings will return to Teams. • Carnegie definition – definition of community engaged learning was written by the reassessment group, forwarded to UCEC review and to bring to UC for approval. Will be added to the agenda of the December meeting and Christin Seher will be invited to attend the February UC meeting to discuss the process.
<p style="text-align: center;">GOOD OF THE ORDER TONIA FERRELL</p>	
	<ul style="list-style-type: none"> • No items for Good of the Order. • The meeting was adjourned at 4:06 pm.