

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:	
CALL TO ORDER TONIA FERRELL	
	<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.
TOPIC SUBMISSIONS TONIA FERRELL	
	<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.
UNFINISHED BUSINESS TONIA FERRELL	
	<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.
NEW BUSINESS TONIA FERRELL	

- 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.