**Leadership Council Minutes**

**July 20, 2016**

Present: Chancellor Andrew Leavitt, Scott Beyer, Jamie Ceman, Lane Earns, Tom Grogan, Chuck Hermes, Charlie Hill, Marci Hoffman, *Franca Barracelli for* John Koker, Karl Loewenstein, Ameerah McBride, Anne Milkovich, Brandon Miller, Kay Neal, Leslie Neal-Boyan, Art Rathjen, Darryl Sims, Matt Suwalski, Laurie Textor,Carleen Vande Zande, Jennifer Watson, Lori Worm, Greg Wypiszynski, Fredrick Yeo

Absent: Courtney Bauder, Austyn Boothe, Sylvia Carey-Butler, Sue Jaeke, Alexander Novak, JoAnn Rife

Guests: Kate McQuillan, Ryan Haley

1. Call to Order

Chancellor Leavitt called the meeting to order at 2:01 p.m.

1. Academic Game Plan – Darryl Sims

They have reached out to nine faculty and heard back from three so far that are willing to participate. IMC will also be collaborating with them to get this marketed. Chancellor Leavitt noted the fantastic idea this is to support and help student athletes.

1. Institutional Aid for Completion – Brandon Miller

Brandon introduced Terri Gohmann who will be representing their office at Leadership Council and also stepping up to a leadership role in their area until vacancies are filled. He then went on to cover the details associated with the Institutional Aid for Completion. Criteria, target students, and press released are all being established and prepared.

1. All-University Committees – Different annual report proposal – Greg Wypisynski inquired the role that these reports serve. The Provost office assured them that they are used, referenced, and kept for institutional accountability purposes also related to HLC requirements. Discussion ensued on possible more effective ways to submit them. Greg volunteered to work with the Provost Office if they move forward on updating to submission process.
2. Additional Items in needed –
	1. Council members were made aware of current Foundation projects, financing, and the benefits they have brought to campus.
	2. Kate MaQuillan will be the new record custodian for UWO. The amount of requests that come in will be well maintained by her. The Chancellor asked that if she is ever requesting data from your work area to please be sure to help her.
3. Announcements –
	1. University Budget Development Committee update – The recommendation for a new model was recommended. It has gone through governance groups and been approved by the Chancellor. The next stages will be draft a proposal of a new plan. Key considerations: How do we share shared costs; benchmarking; reviewing needed assignments, and a timeline for potential shadow system.
	2. Provost Earns – Tomorrow at 2 pm there will be a public reading of updated mission statement that was approved by the Board of Regents.
	3. Provost Earns – The academic performance solutions are gathering data on the prioritizations of things across campus.
	4. Chancellor Leavitt noted that he recently went through his evaluation at system and it went well. He is being held to metrics and accountable to progress where needed. Chancellor continues to work with the Provost to assure diversity and other key areas of work are moving forward.
	5. Enrollment Update – Chancellor reported that the freshman class puts the numbers at a largely flat plateau, so that’s good compared to being down, so we are making progress. The new Enrollment Management initiative working with Royal and Company are already contacting families with high school students.
	6. The Constituent Relationship Management (CRM) software Salesforce is up and running. Requests from areas can now be made.
	7. The Student Success Collaborative continues to move forward; they are now training key people across campus in preparation for the next stages.
	8. Anne Milkovich – Anne announced that UWO is the only campus using Google for email and that if we considered switching to Microsoft, it is now easier to use than it has been in the past. We might consider moving to it. This would include training as needed. Discussion included possibly changing mail platforms but still being able to use Google Docs at the same time. It was also noted that Office 365 has an advantage to storage space.
	9. Anne Milkovich – Anne also announced that their will be a necessary PeopleSoft update in the next few months.
	10. Anne Milkovich – Also announced was the current contract with AT&T that is coming to an end by October 1st. New, very high fees will be applied after that so consideration of a new phone system is being researched and considered.
4. Next Meeting – Wednesday, August 10th, 2016 in Reeve 306
5. Adjourned at 3:31 pm

 Respectfully submitted,

 April Dutscheck