**Leadership Council Minutes**

**December 9, 2015**

Present: Chancellor Andrew Leavitt, Courtney Bauder, Scott Beyer, Sylvia Carey-Butler, Jamie Ceman, Susan Cramer, Lane Earns, Lisa Goetsch, Tom Grogan, Chuck Hermes, Charlie Hill, Marci Hoffman, John Koker, Karl Loewenstein, Rich Marshall, Ameerah McBride, Anne Milkovich, Brandon Miller, Kay Neal, Leslie Neal-Boyan, Reggie Parson, Art Rathjen, Jordan Schettle, Darryl Sims, Laurie Textor*,* Carleen Vande Zande, Jennifer Watson, Lori Worm, Frederick Yeo

Absent: Sharon Kipetz, JoAnn Rife, Petra Roter, Tom Sonnleitner

Guests: Ryan Haley, Jakob Iversen, Melissa Bublitz, Sarah Hansen, Mike Watkins, Ricky Johnson, Victore Alatorre, Brandon Heise, Peggy Breister, Ivana Milosovic, Mandy Potts, Stephen Kercher

1. Call to Order

Chancellor Leavitt called the meeting to order at 2:04 p.m.

1. Chancellor’s Study Group Recommendation – IT

The committee reported their summary results using a power point presentation, this came after meeting with related departments, areas, shared governance groups, and open forums. Their white paper was completed and distributed electronically to campus. They covered their Guiding Principles and Recommendations and answered a variety of question from council members.

Chancellor Leavitt thanked Anne Milkovich and their whole committee for all their time and work.

1. Chancellor’s Study Group Recommendation – IMC

The committee reported their summary results via a distributed handout. They are recommending that staffing lines be centralized across campus. However, staff may be housed in current locations depending on percentage of workload and other key factors. A self-service option to help with smaller projects using a template will be created so that departments can use them. A liaison system may be created to be sure areas have a specific contact person to assist them on a regular basis. Campus gatekeepers will be identified, such as the Duplicating Office, to help monitor duplication of efforts. Jamie Ceman thanked her team for all their work and questions and concerns a like were addressed from council members.

Chancellor Leavitt also thanked Jamie Ceman and her whole committee for their time and work as well!

1. HR Update – Laurie Textor
   1. FLSA Update – The new changes in the Fair Labor Standards Act and the impacts it will have across campus were discussed. Specific areas that were largely addressed were work hours, overtime, and financial implications.
   2. ACA Update – The Affordable Care Act has some large changes coming into effect in 2016. Full time employee work hours and offering Health Care to those qualified for it have to be closely monitored. This also affect student workers and their work hour allotments.
   3. Equity Salary Study Update and Timeline –There are components being considered, CUPA data input being reviewed, and a step by step timeline of when they hope to have the salary equity determined was shared and discussed.
   4. VRIOP – Update on vacated positions to date was shared briefly.

1. Market Research Study for Recruitment Campaign – Jamie Ceman

Brandon Miller and Jamie have been working on plan for a research study for the Recruitment Campaign to determine what the next focus should be. They are looking at three creative concepts to focus on and a timeline was shared. Updating the university

Brand is also being worked on to use for the campaign. ‘Where Excellence and Opportunity Meet’ is now 8 years old.

1. Strategic Planning – Lane Earns

Their committee has met and are down to 4 priorities and 3 goals to focus on. The information will soon be online.

1. Additional Items
2. System has approved three major building projects, this is great news! They are (1) The Turf; (2) Recreation Plex; & (3) the Bio Digester Heat Project.
3. Darryl Sims thanked any council members that support the athletic program. It was a great fall semester!
4. The Honors and Awards event has been changed for just this year, with it being split into two dates. The event will move back to one ceremony in the spring of 2017.
5. Chancellor Leavitt noted that the Jazz Ensemble and Bands that played for the holiday did an exceptional job
6. Carleen Vande Zandes reported that the pre-visit from HLC went very well.
7. Education Advisory Board (EAB) was on campus for the Student Success Collaborate initiative, and they are moving forward with their joint efforts.
8. USP Quest Talks are under way for the University Studies Program and going well.
9. Announcements
10. Chancellor Leavitt wished everyone a wonderful break, and thanked them all for their hard work and working together in this difficult time!

1. Next meeting – Wednesday, January 13, 2015
2. Adjourned at 4:00 pm

Respectfully submitted,

April Dutscheck