**Leadership Council Minutes**

**September 2, 2015**

Present: Chancellor Andrew Leavitt, Courtney Bauder, Scott Beyer, Sylvia Carey-Butler, Jamie Ceman, Susan Cramer, Lane Earns, Lisa Goetsch, Tom Grogan, Charlie Hill, Sharon Kipetz, John Koker, Karl Loewenstein, Rich Marshall, Ameerah McBride, Anne Milkovich, Leslie Neal-Boyan, Reggie Parson, Art Rathjen, JoAnn Rife, Petra Roter, Brandon Miller, *Graham Sparks* for Jordan Schettle, Darryl Sims, Laurie Textor, Carleen Vande Zande, Jennifer Watson, *Debbie Matulle* for Lori Worm, *Michael Beeth* for Frederick Yeo

Absent: Chuck Hermes, Kay Neal, Tom Sonnleitner

Guests: Ryan Haley, Michelle Highley

1. Call to Order

Chancellor Leavitt called the meeting to order at 2:00 p.m.

1. Ideas for scheduling fire/tornado drills with least class disruption – Kay Neal

Dr. Neal spoke to the issue of consideration of class time and days if possible when planning. She complimented administration as the issue was already addressed and shared her appreciation.

1. Custodial Pilot Program – JoAnn Rife –  A draft letter with the plan was distributed to council members. They are planning on launching the program in Dempsey and Student Success Center the week of September 27th. Current custodial staff can then be used to focus on other areas which require additional services. If all goes well, then implementation would begin across the rest of campus buildings.
2. UW System Wide Travel Program Changes – Debbie Matulle/Michelle Highly

Council was informed that starting October 5th many new rules will be effective for travel. They spoke to TER timeline, Meal Per Diem’s, Mileage, and fleet vehicle usage now going through rental services. Details for these changes can all be found at the website: <http://www.uwosh.edu/admin_serv/travel>, and training sessions will be coming soon, and they encourage staff to attend.

1. Opening Day Convocation – Chancellor Leavitt

A breakdown of the day was shared noting the activities and meetings, and a reminder that the awards will be done first thing this year, with the purpose of accommodating any guests.

1. Budget Update –Chancellor Leavitt
* Chancellor shared the power points that he will use on opening day
* A reminder of upcoming breakfast forums was made
* Current budget cuts and enrollment numbers were discussed
* Importance of the Supply and Expense needs
* Marketing and the goal to get on television more promoting UWO
* Workplace Joy ideas
* The Student Success Collaborative and retention
* Running search and screens with integrity
1. Titan National Scholars Program- Petra Roter

Dr. Roter gave an overview of the Program noting that with minimal tweaking the program is going well. Some highlights included: Still mostly focused on undergraduate students, and the

first year has already shown a good success rate.

1. Strategic Planning – Lane Earns

The Steering Team has created a draft report with updated goals incorporated into it. The website for strategic planning will be ready to launch soon within the Forward page. The creation of Action Teams is now underway to move forward with action steps soon. An expert on priorities in academia will be coming to campus October 5th and 6th; more information will be distributed as it comes.

1. Additional Items
	1. Dean Neal-Boylan noted that her and a few colleges attended a strategic planning meeting at another institution, and one of their session topics was health. They were impressed with the speaker and discussion.
	2. Vice Chancellor Rathjen answered a few questions related to the schedule for the Chancellor’s Installation.
2. Announcements
	1. AVC Carey-Butler noted that the first time ever ‘Student of Color Orientation’ was well, and was attended great with over 50 students!
	2. EDD of Education review team will be coming to campus on October 19 and 20.
3. Next meeting – Wednesday, September 16, 2015
4. Adjourned at 3:55 pm

 Respectfully submitted,

 April Dutscheck