

**Leadership Council Minutes**  
**April 26, 2017**

Present: Chancellor Andrew Leavitt, Courtney Bauder, Stephen Bentivenga, Barbara Beuscher, Scott Beyer, Irma Burgos, Jamie Ceman, Carmen Faymonville, Chuck Hermes, Charlie Hill, Marci Hoffman, Sue Jaeke, John Koker, Karl Loewenstein, *Patty Schrader for* Ameerah McBride, Kate McQuillan, Anne Milkovich, Art Munin, Leslie Neal-Boyan, Alexander Novak, JoAnn Rife, Matt Suwalski, *Shawna Kuether for* Laurie Textor, Carleen Vande Zande, Lori Worm, Greg Wypiszynski, Fredrick Yeo

Absent: Austyn Boothe, Lane Earns, Brandon Miller, Darryl Sims,

Guests: Mandy Potts, Alex Hummel, Elizabeth Hartman

- I. Call to order: Chancellor Leavitt called the meeting to order at 2:00 p.m.
- II. Search & Screen for AVC for Student Affairs Update – Darryl Sims – updated moved to a future meeting.
- III. Save the Date: EAB – Kate McQuillan – They will be on campus June 8<sup>th</sup> and Kate noted that she will be sure to share their schedule as soon as it's available.
- IV. Office Name Change – Patty Schrader – The Equity & Affirmative Action office is considering two different office names changes and asked for feedback. (1) Equal Opportunity and Access, or (2) Inclusion Equity and Access. A majority of the feedback gathered was that Equal Opportunity and Access would be best and it was noted that the Affirmative Action message would stay in the rebranding. Concerns of using the word Inclusion, would be that it may be confused with the Inclusive Excellence Office.
- V. Employee Assistance Program – Art Munin & Shawna Kuether – They reported that we have a new vendor for our Employee Assistance for employees. The Counseling Center will now be able to fully focus on students. The new vendor 'Life Matters' overview was distributed and discussed. Topics discussed included: Expanded assistance to employee families in addition to what used to be just the employee, increased resources available, concerns over no set on campus assistance for employees, letting the program run one year to see how it works and then consideration of continuation, and coordination with the work life balance committee and their efforts.
- VI. UMC Updates - Jamie Ceman
  - A. Marketing Automation – A handout was distributed on the Enrollment Marketing Development. Year one with Royal and Company, part of the marketing campaign is complete, next is the marketing automation stage in conjunction with the CMS implementation. The goal is that by year three we are able to do the marketing.
  - B. Media Relations – Mandy Potts The level of media that UWO is more than most of us even know about. Their office works very hard to be sure that it is positive as

much as they can. They often try to feature stories that coordinate with our Strategic Plan, event promotion, student success, research, and getting community to come to campus. She encouraged everyone to please contact her with any ideas you may have or stories that you think may be good for them to consider. What is also very helpful are faculty experts, that she can use as references when it comes to a variety of topics.

- VII. Healthy Campus 2020 – Art Munin & Dean Neal-Boylan- This new committee is focused on resources, organizing and tracking progress, and communication on better ways to be healthy. Setting ways to assess and evaluate our campus is a goal. They hope to align and work with student success as well, promote academic excellence, and promote an inclusive atmosphere to all. A timeline is being established, and once start up data is gathered and target objectives are finalized a follow up would be available.
- VIII. UW Policy Management Process – Anne Milkovich – Kate McQuillian, Carmen Faymonville, and herself have established a draft Policy Process that was distributed. They talked about having a policy website as well, for a collection of the campus policies to help make it us user friendly and easy to find. They distributed a draft outline of what this website would look like as well as a template for policies, so they can be tracked, numbered and maintained. Discussion topics included: Should one office maintain the policies, advantage and disadvantage for this point of contact, appeal process for any denied, numbering old policies to bring them all into one database, what actually constitutes a policy, enforcement of policies, and coordinating with system policies.
- IX. University Resource Alignment Committee – Karl Loewenstein reported that their committee is hosting a few forums on May 4<sup>th</sup> & 5<sup>th</sup> at 1:30 pm in Sage 1216. They will be going over their process expectations, summer plans for their working groups, and program evaluation ideas.
- X. Items from the floor –
  - a. Carleen Vande Zande – HLC Update – Due to the law suit and findings here on campus, they have told us they will not be coming as previously scheduled. There will be an advisory team coming this summer to follow up. The current accreditation will be extended until a visit is complete.
- XI. Announcements - None
- XII. Next meeting is scheduled for May 10, 2017 in Reeve 306
- XIII. Adjourned by Lori Worm at 3:58 p.m.

Respectfully submitted,  
April Dutschek