**Leadership Council**

**Minutes**

**February 20, 2019**

Present: Victor Alatorre, Buzz Bares, Peggy Breister, Sylvia Carey-Butler, Laurence Carlin, Chad Cotti*,* Carmen Faymonville, Lisa Goetsch, Cheryl Green, Linda Haling, Charlie Hill, Ronisha Howard, Ricky Johnson, John Koker, Shawna Kuether, Jean Kwaterski, Kurt Leibold, Melanie Marine, Colleen McDermott, Elizabeth Morrell, Art Munin, Barbara Rau, JoAnn Rife, Martin Rudd, Druscilla Scribner, Nathan Scott, Darryl Sims, Judith Westphal, Greg Wypiszynski, Brian Xiong

Absent: Chancellor Andrew Leavitt, Stephen Bentivenga, Bill Bultman, Mark Clements*,* Kevin Crawford, James Fletcher, Chuck Hermes, Alex Hummel, Lynn Kleman, Laurie Kraisin, Stephanie Leichty, Kate McQuillan, Carla Rabe, Robert Roberts, Bethany Rusch, Jeanne Schneider, Lori Worm

Guests:

1. Call to order: Provost Koker called the meeting to order at 2:00 p.m.
2. University Updates – Provost Koker

* Provost reported that Academic Staff were funded to run their Title Change Progression Cycle this spring. The deadline this year was extended to March 1st, due to the delay in funding. The Senate of Academic Staff will be looking at the policy and working on updates for next year. President Morrell noted her gratitude to the Chancellor and Cabinet members for helping make this happen.
* A reminder that Performance Evaluations for university staff are due to Human Resources by March 1st.
* The Strategic Plan will now encompass all three campuses as they get jump started with a ten person working group led by Dr. Ron Rhindo.

1. University Policies –
   1. *New/Proposed*:
      1. Veterans Employment Policy [Stage 1] – Brian Xiong – Brian first thanked the council for their time, thanked veterans for their service, and covered the purpose of the policy through a power point.
      2. Event Accessibility Policy [Stage 1] – Brian Xiong - Brian covered the policy, noted the importance of having information published and posted for events, and reminded council members that the Accessibility Center handles accommodations, and his office covers enforcement.

Anyone interested in serving on a committee to review these policies were asked to contact Brian.

* 1. *Revised/Changed*: None
  2. *Completed*: None

1. Institutional Ethics Code Committee Update – Carmen Faymonville – UWS Code 8 requires that we have an Ethics code that meets regularly. We have called the current committee members together. Current membership is worded to include leadership of two of our four governance groups, including President and President-elect. A handbook change for the committee composition will be moving forward to include leaders for all four governance groups. The committee will begin to meet regularly and System requires that we produce an annual report of what we reviewed each year.
2. Policy Process Update – Responsible Officer Responsibilities – Carmen Faymonville – A checklist of the roles and duties of the responsible officer (or designee) is being created to be sure they are able to shepherd through their policies properly.
3. Announcements/Items from the floor –
   1. Darryl Sim – Athletics Update: We are hosting the semi-playoffs this weekend for both Men and Women’s Basketball. They have both already won the conference and it’s been a great season already. Darryl thanked Art Munin and Jean Kwaterski for helping cover the costs for the first 500 students to get in free to the event. The hiring process for the Men’s Basketball Coach will take place as soon as the season is complete.
4. Next meeting – Wednesday, March 6, 2019, Reeve 306
5. Adjournment

Meeting adjourned at 2:34 p.m.

Respectfully Submitted

April Dutscheck