Minutes of November 15, 2011

Roll: (Absentees Underlined) President Daniel DiBiasio, Interim VP David Crago, Interim VP Roger Young, VP Ken Block, VP Larry Lesick, VP Adriane Thompson-Bradshaw, Dean Catherine Albrecht, Dean Eric Baumgartner, Dean Jon Sprague, Dean James Fenton, Chaplain Rory Stauber, Dr. Jeffery Allison, Dr. Khalid Al-Olimat, Dr. Nathaniel Bird, Dr. Bob Carrothers, Dr. Keith Durkin, Dr. Howard Fenton, Dr. Kevin Hill, Prof. Jennifer Kunkler, Dr. John Jay Mager, Dr. Michael Milks, Ms. Marsha McMunn, Prof. Sue Montenery, Dr. Ronald Peterson, Mr. Clyde Pickett, Dr. Harold Putt, Dr. Susan Schertzer, Dr. David Smith, Dr. Stephen Veltri, Dr. Jenny Walton, Dr. Rob Waters, Dr. Dexter Woods, Dr. Sherry Young

Sherry Young, Chair of Council, called the meeting to order at 6:00 p.m. in Dicke Hall Forum.

I. Minutes of November 1, 2011 meeting approved as distributed (McMunn, Milks).

II. Reports from Constitutional Committees
   a. Budget & Appropriations. Met last couple of weeks to forecast income to build the budget based on enrollment estimates.
   b. Academic Affairs. No further report.
   c. Student Activities. No further report.
   d. Personnel. No further report.

III. Reports from Operational Committees
   a. Athletics. Women’s cross-country team finished second in NCAA Division III Great Lakes Regional Championships at Oberlin with Alison Steinbrunner winning the individual title. Team automatically qualified for nationals at Wisconsin-Oshkosh. Men’s soccer defeated Case Western Reserve in the second round of the NCAA Division III Tournament and will advance to the Sweet 16 versus Ohio Wesleyan. Wrestling and men and women’s basketball will soon begin competition.
   b. Information Technology. No further report.
   c. Cultural & Special Events. No further report.
   d. International Affairs. International week is underway with activities specified via campus email and Facebook.
   e. Religious Affairs. No further report.
   f. General Education. Julie Hurtig has met with over half of the freshmen to explain general education requirements and processes. Information is available under G – General Education for Students and Faculty from the A-Z Site Index in the ONU web pages.

VI. Other Reports
   a. Vice-Presidents
      i. Academic Affairs. Has received some promotion and tenure files. Feel free to submit such files and sabbatical requests prior to the stated deadline.
      iii. University Advancement. ONU Phone-a-thon attempted to reach out and speak longer with alumni this year. Two-thirds fewer calls resulted in a 13% increase in gifts.
      iv. Admissions and Financial Aid. Undergraduate admissions began rolling admissions effective November 7. ONU reported as a top school for student debt. Mainly private debt and pertains not to law and pharmacy students, but to bachelor degree students for 2009-10 academic year. Information requested as part of Peterson’s Guide. At this point, not much negative response by prospective students and families. Replies to inquiries could include high rankings by various publications (including Peterson’s), return on investment ratings, high placement rates,
very low student loan default rates (.79% compared to 2.7% in Ohio and 7.0% nationally), and lack of reporting by other schools (about 1000 of 1900 reported). Several schools similar to us did not report and we may reconsider what we report. Plans to keep watching this include efforts to track students who take 5-6 years to graduate and to make sure students take 15 hours per semester, not just 12.

v. Student Affairs. No report.

b. Deans
i. Arts and Sciences. Holiday Spectacular performances in the Freed Center prior to Thanksgiving and in the Lima Civic Center after Thanksgiving.
ii. Engineering. No report.
iii. Pharmacy. No report.
iv. Business Administration. College hosted this afternoon an entrepreneurship competition for high school students seeking scholarship prizes. College hosting this evening campus-wide entrepreneurship competition with over 100 student competitors from all undergraduate colleges.
v. Law. No report.

c. Student Senate. Fuel the Fire for ONU bonfire at the rugby field scheduled for November 21 from 6-8 p.m. Met with Leaders’ Council regarding spring speaker.

d. Health Services Advisory Committee. No report.

VII. Announcements. Sherry Young noted the possibility that Council would again meet at 5:30, rather than 6:00 next semester and asked any members who had a time conflict with that to please contact her. Rob Waters noted Social Studies Day for approximately 50 high school students hosted by the Department of History, Politics, and Justice and partially funded by a grant Russ Crawford received from the Ohio Humanities Council.

VIII. President.

a. Comments. Penn State sexual abuse situation, much like the Virginia Tech shooting, presents a teachable moment for all universities in considering laws and processes pertaining to potential problem situations. Regarding emergency response, only 7,500 persons have signed up for Nixle emergency texting messages (which can include parents). Participation rate should be 95% or more. Search for Vice President for Financial Affairs has resulted in applicant pool with good quality and depth.

b. Questions. None.

IX. Unfinished Business. After discussion and friendly amendment to remove the words “at least” from paragraph I.B., Council approved revised University Council Procedural Rules (see Attachment A voting record and Attachment B revised Procedural Rules).

X. New Business. None.

XI. Adjournment at 6:25.

Respectfully submitted,

Dexter Woods, Secretary
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Totals: 22 yes, 0 no, 0 abst
UNIVERSITY COUNCIL OPERATIONAL PROCEDURES

RE: Actions of University Council on reports and recommendations from Constitutional Committees and Operational Committees.

1. For Committee reports:
   a. Receive and consider the report without comment.
   b. Receive and consider the report and provide guidance to the committee for further study.

2. For committee recommendations:
   Council shall not take any formal action on a recommendation during the meeting at which the recommendation is first placed on the floor of Council, though Council may debate the recommendation at that time. In the case of the original submission of a recommendation to Council, the recommendation will not be subject to amendment except upon the motion of the council Liaison from the submitting committee. Any motion to amend upon an original submission made by any member of Council other than the appropriate Committee Liaison shall be interpreted as motion to refer the recommendation back to the committee pursuant to item (b) below. After Council has followed the procedures in the paragraph above, Council may:
   a. Transmit the recommendation to the President with endorsement.
   b. Refer the recommendation back to the committee for reconsideration in total or in specified parts.
   c. Refer the recommendation to the University Faculty and request that it act on the matter.
   d. Reject the recommendation and request the committee to discontinue consideration.

3. For committee recommendations resubmitted to Council (per 2.b):
   a. Transmit the recommendation or an amended recommendation to the President with endorsement.
   b. Refer the recommendation to the University Faculty and request that it act on the matter.
   c. Reject the recommendation and request the committee to discontinue consideration.

Approved by Council: March 15, 1983
Amended by Council: December 13, 1983
I. Meeting Time and Place

A. The University Council shall meet on a regular basis announced at the beginning of the academic year.

B. The Regular meetings will be held on Tuesdays for no longer than one and one half hours unless a majority of the members present at a given meeting votes to remain in session beyond that time.

C. The University Council meetings shall normally be held in Dicke Hall, except that the Council may choose to meet elsewhere on occasions when a larger seating capacity may be needed to accommodate visitors.

D. Special meetings of University Council may be called at the discretion of the Chair, by vote of Council or upon written request of the Chair by three members of Council. Except in case of an emergency, adequate notice of time (at least 24 hours) and agenda shall be given to members of Council before any special meeting.

E. All University Council meetings are open to the University community unless a majority of the voting members of Council (including any designated non-voting members, other than the President, who may vote if they hold faculty rank) (Faculty Constitution Article V, Section 3) votes to meet in executive session.

II. Agenda, Minutes and reporting to Faculty

A. The Secretary in consultation with the Chair shall prepare the agenda for each meeting. The Secretary shall distribute copies of the agenda, together with any pertinent supporting documents, to all members no later than noon of the Monday preceding the meeting.

B. The agenda shall be distributed by electronic mail to all faculty, staff, and students.

C. The Secretary shall prepare the Minutes of each Council meeting and distribute them to members of Council, with the agenda for the next meeting whenever possible. Once approved, one copy of the minutes shall be placed in a binder on reserve in Heterick Library (the contents of the binder to be placed in the University Archives at the beginning of each academic year). Minutes are also on the Academic Affairs web site.

D. Within five class days following any Council meeting, the Secretary shall prepare the written report to the Faculty provided for in Constitution Article V, Section 2C. At a minimum, the report shall include a record of all final substantive votes. Final substantive votes shall be recorded in the report by listing the number of yeas, nays, and abstentions, except that if a roll call vote is taken, the vote of each
member responding shall be listed. The report may be in the form of draft minutes on the Academic Affairs web site.

E. The Chair, or other member of Council designated by him/her, shall report to the University Faculty at the monthly Faculty meetings.

III. Matters for Council Consideration

A. Matters for Council consideration may be addressed to the Council by the Faculty of the University as a body, by the President of the University, by committees, or by any member of Council (see Constitution Article V, Section 2A).

B. The Dean of each College shall report to University Council any actions and, when possible, any anticipated actions of that College which may potentially impact upon the operation of any other colleges (See Constitution Article V, Section 2E).

IV. Parliamentary Procedures

A. Meetings of University Council are governed by Robert’s Rules of Order, Newly Revised (see Constitution Article VII).

B. A majority of the voting members of Council (as specified in Section I.E.) shall constitute a quorum.

C. The Chair of University Council may vote only in case of a tie (see Constitution Article V, Section 5B).

D. The President of the University is a non-voting member of Council (see Constitution Article V, Section 3).

E. When a vote is called, the secretary will record a roll call vote, except for those matters determined to be confidential by the vote of the Council (see Bylaw 3, Section 5).
V. Subcommittees

A. University Council may establish subcommittees to aid in its work.

B. An elections subcommittee composed of five members of Council is established to:
   1. Handle University nominations for elections where required.
   2. Improve procedures for elections when appropriate.
   3. Handle elections for any special or ad hoc committees as needed.

Adopted: September 1982

Revised: September 1985; September 1987; August 1990; August 1991; October 1991; August 1993; September 1996; August 2007; November 2011