

**University Council Cabinet
Meeting Summary
November 28, 2022
3:30 – 4:30 p.m.
Zoom Videoconference**

Present: Robert Weiss (presiding), Menah Pratt-Clarke, Kim O'Rourke, April Myers, Dwayne Edwards for Rebecca Weaver-Hightower, Rachel Miles, Robin Queen, Holli Gardner Drewry, Serena Young, & Ben Beiter

Absent with Notice: Cyril Clarke, Amy Sebring, Julie Ross, & Shirin Mohammadian

Dr. Weiss called the virtual meeting to order at 3:30 p.m. A quorum was present.

1. **Adoption of Agenda** - A motion was made, seconded, and approved to adopt the agenda.

2. **Actions/Decisions**

1. The Cabinet voted to approve the December 5, 2022, University Council Agenda.
2. The Cabinet voted to confirm that the following draft resolution proposals fall within each commission's charge.
 - a. Commission on Administrative and Professional Faculty Affairs resolution to update the AP Faculty Senate Constitution and Bylaws
 - b. Commission on Equal Opportunity and Diversity resolution to approve the Land Acknowledgement and Labor Recognition Statements
 - c. Commission on Faculty Affairs resolution to clarify Emeritus/a designation in Policy 4405 and potential modifications to the Faculty Handbook section 3.2.4
 - d. Commission on Graduate and Professional Studies and Policies resolution on Co-Op program change. It was noted that the "Now, therefore, be it resolved" clause of the draft resolution needs more specificity before it reaches University Council, and Robin Queen will convey that to the CGPSP chair.
 - e. Commission on Graduate and Professional Studies and Policies resolution to establish a Master of Science Degree in Applied Data Science
3. The Cabinet voted to deny a request for a presentation to University Council on the Climate Action Commitment Implementation. It was determined that University Council is not the appropriate body for this presentation because it isn't related to the governance process. The Cabinet suggested that presenting to the five senates would generate more meaningful engagements. It was also suggested that a presentation to the Climate Action, Sustainability, and Energy Committee would be appropriate, and then the committee can submit a report to University Council. The Office of Policy and Governance will communicate this to the person who proposed the presentation to UC.

3. **Discussion Items**

1. A discussion was held on the current process for approving draft resolution proposals by the University Council Cabinet. Currently there is the potential for a delay in getting draft resolution proposals approved by the University Council Cabinet depending on a commission's meeting schedule. There were several ideas mentioned, and Kim O'Rourke will discuss with her team the most practical method to use to allow the

governance process to continue expeditiously, and their recommendation will be brought to the next Cabinet meeting.

2. In order to ascertain which representatives throughout the governance system may not be fulfilling their obligations to their constituency by attending meetings of the body to which they're elected, a discussion was held about how to ensure governance bodies capture when notice is provided for absences at the various governance meetings. There is a template for meeting minutes that is supposed to be used by all governance bodies that includes a section for indicating who is "absent with notice." Governance bodies will be reminded to use the template.
3. When the new governance system and University Council Constitution and Bylaws were approved in spring 2022, there was a provision in the resolution that the new system would be reviewed after the first year of implementation to see if any changes are recommended. The Office of Policy and Governance has been compiling a list of potential items and will present an overview at the next UC Cabinet meeting.

4. **Adjournment** - There being no further business, the meeting was adjourned at 4:36 p.m.