

**University Council Cabinet
Meeting Summary
September 11, 2023
3:30 – 4:30 p.m.
201K Burruss Hall & Zoom Videoconference**

Present: Cyril Clarke (co-chair), Joe Merola (co-chair), Ellington Graves for Menah Pratt, April Myers, Kim O'Rourke, Julie Ross, Dwayne Edwards, Evan Lavender-Smith, Robert Weiss, Janice Austin, LaTawnya Burleson, Kiera Schneiderman, & Rachel Maizel

Absent with notice: Amy Sebring

Guests: Dee Dee Somervell

Dr. Clarke called the hybrid 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. **Key Points**

Dr. Clarke shared with the members that the function of the cabinet is to review and confirm that a resolution fits within the respective commission's domain.

Kim O'Rourke shared a resolution proposal form that could be used to accompany a draft resolution that is submitted to the cabinet; This would merely be a procedural change that that the cabinet could implement—not involving any change to the University Council constitution or bylaws because it would be in addition to, rather than replace, the draft resolution. The form would prompt commissions to think about other policies that might be impacted by the proposed resolution as well as possible legal, financial or HR implications. She also shared suggested changes to the University Council constitution and bylaws to be considered by the cabinet.

3. **Actions/Decisions**

1. The cabinet approved the consent agenda that included the September 18, 2023, University Council agenda.
2. The cabinet will review the resolution proposal form and provide feedback to be discussed at the next meeting.
3. The cabinet will review the suggested changes to the University Council constitution and bylaws and provide feedback to be discussed at the next meeting.

4. **Adjournment** - There being no further business, the meeting was adjourned at 4:27 p.m.