

Leadership Council Minutes February 11, 2015

Present: Chancellor Andrew Leavitt, Jamie Ceman, Susan Cramer, Lane Earns, Tom Grogan, Karen Heikel, Sharon Kipetz, John Koker, Suzanne Marnocha, Ameerah McBride, Kay Neal, Art Rathjen, Jill Reichenberger, Petra Roter, Jordan Schettle, Tom Sonnlitner, Lisa Szromba, William Tallon, Carleen Vande Zande, Lori Worm, Frederick Yeo

Absent:

Guests:

I. Call to order

Chancellor Leavitt called the meeting to order at 2:30 p.m. and welcomed everyone to their first Leadership Council meeting.

II. Orientation to the Leadership Council

- A. Expectations – It was shared that this council will serve as an advisory group, which will include necessary updates, announcements, and working together. Members were informed that their time together is essential and needs to be used efficiently, and that being brief and concise is critical. It is important to remember that as members of this advisory group, you are to look at what is best for the university as a whole, not just for the constituency you are representing.
- B. Responsibilities – Council member's responsibilities are to be present, diligent, timely, and contribute to the discussions. The group was reminded that they have a responsibility level that can affect the lives of many others, and their collaboration will be very important.
- C. Importance of transparency – It was noted that the minutes will be done quickly, shared with members, and then posted online for anyone to see what the committee is doing within a few days turn around.
- D. Agenda items – Items are to be sent to April (dutschecka@uwosh.edu) one week prior to the upcoming meeting. The Chancellor will review Thursday, and the forthcoming agenda is to be sent out that Friday. The meeting is not intended to have standard reports, only as needed.
- E. Schedule Substitutes – The meeting will always be done by 4:30, attendance to this meeting is considered of high importance. If and when you do need to send a substitute, consider asking someone that can be a consistent substitute. When you are unable to attend, you are to let April know who your substitute will be.
- F. Art Rathjen asked if the roster for the Leadership Council was set in stone. Chancellor Leavitt stated others could be added at the recommendation of the Leadership Council. It was decided to add chief information officer Anne Milkovich and VC Carleen Vande Zande related to her responsibilities in Institutional Effectiveness.

III. Administrative Staff Meetings

Discussion included:

- The importance of still maintaining the Administration Staff Committee
- The idea of having someone within your area attend with or for you
- The purpose and key information that is shared at those meetings
- Would reports still be necessary, if so can they be done electronically or is verbal still preferred?
- List serve idea to share any pertinent information between Administrative Staff and Leadership Council

IV. Biennial Budget

A. Current Budget/Ideal Budget

The Chancellor went over the main points of the current budget cuts via a power point, and a discussion was held including the following topics: GPR accounts, auxiliary, differential tuition, segregated fees, and budget structures.

B. Approaches to balancing FY 15-17 budget

Discussion included:

- Planning for what we know we have
- What the loss of CAAP and Remedial Math would look like if it happens
- Revenues being factored into the budget solutions
- How to grow a bigger pie
- How to plan drawing from future programs
- Some programs are predictable, some are not
- Importance of key areas such as Admissions, STEP Program, and Graduate Assistantships
- Enrollment
- Nonrenewal and budget effects
- The strategic plan coming out of all this
- Investing in Diversity
- Possible retirement incentives that might be coming
- The effects of furloughs
- Faculty willing to help now, but concerns over long term commitment
- Importance of the governance group leaders communicating the information as needed to their specific constituencies

After much discussion was held, the chancellor ask that an “over-cut” of 10% be identified so that a pool of items could be created and priorities for possible cuts of 6.8%. Council members were asked to make a list of priorities from each of their areas and/or a list of what a 10% cut would look like from their budgets. Also noted was the creation of a campus website where pertinent information will be housed and will serve to gather any cost saving ideas submitted from across campus. Administration Services will collect all of the 10% cut scenarios for data reconciliation.

V. Announcements

A. Chancellor informed the group of on-going renovations to the Chancellor’s home owned by the UWO Foundation. The original kitchen from when the house was built in the 1960’s was still in place, and with the new kitchen remodel, it gave the opportunity to open of the area more and make it more guest friendly for the events at the home. The funds approved by the UWO Foundation Board for this update are from board investment revenue and the Chancellor agreed to hold at least 30 events in their home per year.

VI. Next meeting – Wednesday, February 25, 2015

VII. Adjourned

Respectfully submitted,
April Dutscheck

*** Handout shared at the meeting showing UWO Employee FTE from 2006-2014 can be found on the next page.**

UWO Employee FTE

