

Leadership Council
June 21, 2017

Present: Chancellor Andrew Leavitt, Courtney Bauder, Stephen Bentivenga, Brandon Miller, Irma Burgos, Laurence Carlin, Jamie Ceman, Lane Earns, Carmen Faymonville, Chuck Hermes, Charlie Hill, Sue Jaeke, Ricky Johnson, Ameerah McBride, Kate McQuillan, Anne Milkovich, Liz Morrell, Barbar Rau, JoAnn Rife, Robert Roberts, Laurie Textor, Lori Worm, Greg Wypiszynski, Fredrick Yeo, Judith Westphal

Absent: Maria Berge, Barbara Beuscher, John Koker, Karl Loewenstein, Art Munin, Alexander Novak, Darryl Sims

Guests: Alex Hummel, Mark Clements, Elizabeth Alderton, Holly Shea, Colleen McDermott

- I. Call to order: Chancellor Leavitt called the meeting to order at 2:00 p.m. Chancellor Leavitt moved agenda item VI 'Onboarding Program Update' to the top of the agenda.
- II. Onboarding Program Update – Holly Shea
Holly announced that the new program is ready to launch and covered some of the main items, why it is important, and what the new program will look like. There are four key components: 1) Page Up onboarding, 2) New employee basics, 3) Benefits orientation, and 4) Monthly essentials. She emphasized the importance of keeping our new employees engaged. Suggestions from council members included: adding UWO's value statements into the orientation materials, sharing organizational charts, providing governance information, and connecting with Marketing for our best results collaboratively. Chancellor noted the need for campus to support and help new employees utilize these resources, and commended them for their impressive work.
- III. IT Updates – Anne Milkovich
 - a. Information Security Policies Update – Due to a compliance requests from System, these policies were recently approved by our governance groups. Chancellor thanked everyone or their quick responses.
 - b. Office 365 Update – Their staff will continue to support 365 users on campus as well as Google. For storage purposes though, Office 365 is encouraged to be used.
 - c. D2L – A system wide process of procuring a new D2L is underway. The goal is to reduce amount of user time for students and faculty.
- IV. CRM Advisory Council Update – Jamie Ceman – Their committee has had their first few meetings. Determination of criteria, both for technology and strategically, as well as feedback areas are being established. This Continuation Relationship Management (CRM) System will be critical for relationships to different things within the system and have opportunities for students to be able to see resources. Working with our Salesforce System will also be resourceful in not only hitting key student numbers, but also intercommunication across staff on campus.

- V. Title IX Training Update – Ameerah McBride – System is really pressing for all employees to complete this mandatory Title IX training. To date we have a 77% completion rate, and our goal is 100%. This will be an annual training. IT also noted that they will soon be sending out annual mandatory training.
- VI. 2 +2 Pay Plan – Chancellor Leavitt – This is a unique issue within system. This is usually funded in collaboration with tuition increase, but with no tuition increases this could be different and left to each institution to find the rest of whatever funding isn't given. Chancellor noted, however, if needed that we are committed to covering what is necessary.
- VII. Items from the floor
 - a. Sue Jaeke inquired into where the Policy Procedure stand. Anne Milkovich noted that they are awaiting the fall semester for further governance group input. It was requested that she share with governance leaders ahead of time what will be coming.
 - b. Brandon Miller noted that the Strategic Planning Proposal Implementation Process continues to be moving forward in its finalization steps. Consideration of who will do evaluations, the schedule, and final funding details are being determined.
 - c. Laurie Textor noted that the systems request for a Title and Compensation Project team has been made and she is working with governance to get representation. HR has hired a new staff member to help gather all the data needed for the large project. She was happy to announce that the new Page Up System is showing much faster hiring time across the board for campus.
- VIII. Announcements - None
- IX. Next Meeting – Wednesday, June 19, 2017 in Reeve 306
- X. Meeting adjourned at 3:23 pm

Respectfully submitted,
April Dutschek