

**University Senates Conference**  
**Executive Committee Conference**

**MINUTES**

August 18, 2021

*2:07 pm*

Videoconference

The next USC meeting will be held by videoconference on August 31, 2021.

**Present:** Chair Robin Kar, William Maher, Michael Stroschio, Vice-Chair Sandy De Groote, Celest Weuve

- Quorum is met

**Approve Minutes of August 5, 2021, Meeting**

- Chair Kar proposed approval of minutes. Minutes approved except for the amendment of Celest Weuve's first name – removal of e at the end.

**The Executive Committee discussed plans for the August 31, 2021, meeting**

- Topics proposed for discussion with President Killeen, Interim Executive Vice President unable to Attend the prep meeting but able to attend the August 31, 2021, meeting.

**Discussion on how to satisfy the Open Meetings Act if a quorum of members is not comfortable meeting in person due to COVID-19 related concerns**

- When unable to make quorum action on items will not take place
- Discuss with legal counsel
- Discussed Possibility of Holding meetings with straw polls (instead of formal votes) until quorum reached to ratify

**Discuss establishing a deadline/date for items to make it on the agenda as action items**

- Action item must be submitted three weeks before the next USC

**Discuss breakout sessions for USC committees during the August 31<sup>st</sup> meeting**

- Breakout sessions will be set up for USC subcommittees over the noon hour

**Discuss meeting dates for fall Executive Committee meetings**

- Proposed dates 1<sup>st</sup> or 2<sup>nd</sup> Tuesday of the month anytime between 9:00 am and 4:00 pm  
A decision was made to hold meetings ideally on the first Tuesday of the month from 1:30 – 3:00; details to follow by e-mail to EC members once logistics resolved.

**Discuss schedule for September USC meeting and retreat**

- Delay this discussion until the next meeting, so that USC input can be obtained on topics and some logistics.

**Guests to consider inviting for future meetings**

- Delay this discussion until after first USC meeting, so broader USC input can be utilized.

**USC Business Agenda items**

- Discussed January & February meetings taking place via Zoom. Further discussion to take place at USC meeting

**USC Agenda**

- Discussed agenda items for the August 31<sup>st</sup> meeting
- Discussed retreat topics for the September 27 and 28<sup>th</sup> meeting.

***Meeting adjourned at 4:15 pm***