KUTZTOWN UNIVERSITY

Administrative Council
Meeting Minutes
February 15, 2024 at 8:15am
President's Boardroom

1. Welcoming Remarks   Ms. Jennifer Weidman

2. Approval of Minutes from December 7, 2023   Ms. Jennifer Weidman

   Dr. Lisa Frye made a motion to accept the minutes as presented. Dr. Greg Shelley 2nd the motion – motion passed.

3. Traffic Bureau Bylaw Changes   Ms. Anne Reel

   Due to difficulty to retain members the Traffic Bureau would like to reduce membership to 5 voting members, 2 voting nonmembers and maintain student membership.

4. Student Government Board Update   Mr. Gavin Stone

   - *Student Activity Budget is supporting $5 increase to account for inflation, still below other colleges at $188 per semester.*
   - *Gathered feedback over the break. Changes were made to South Dining Hall, ending 24hr dining. Some students felt like they were not made aware, but the SGB provided the data showing that they were made aware in advance.*
   - *Currently focusing on safety features and parking behind Lytle.*
   - *Election finished and welcomed 4 new members.*
   - *Suggestion will be made to Des Reasoner to make dining services hours more prominent on website.*

5. STU-036 & AF-033 Preferred Name Policy   Ms. Jennifer Weidman

   - *Faculty and students can change their name once every two years instead of once.*
   - *Added additional language and changed "preferred" to "chosen" name.*

   Dr. Richard Courtney made a motion to approve the changes. Dr. Steven St. Onge 2nd the motion – motion passed.

6. Policy Review   Ms. Jennifer Weidman

   Document Retention Policy to be reviewed soon due to not being reviewed in over 5 years.

7. As May Arise

   - *Welcome Dr. Steven St. Onge*

Meeting adjourned at 9:03am

Members Present:

Ms. Jennifer Weidman
Dr. Richard Courtney
Mr. Gavin Stone
Dr. Greg Shelley
Dr. Lisa Frye
Ms. Fran Cortez Funk
Mr. Jesus Pena
Mr. Matt Santos
Dr. Lorin Basden Arnold
Mr. Matt Delaney
Ms. Christina Ferris
Dr. Kenneth Hawkinson

Members Absent:

Dr. Albert Fu

Guests Present:

Ms. Anne Reel

The next meeting is scheduled for March 28, 2024 at 8:15am in the President's Boardroom.