Administrative Council Minutes
November 21, 2014
8:00am
Room 301 Stratton Administration Building

1. Welcoming Remarks at 8:00am
   Dr. Darrell Garber

2. Approval of Minutes (attached)
   - One correction made to the October 17, 2014 minutes under SGB Update. Ray Dunkle made a motion to approve the minutes from October 17, 2014 with change noted. Mr. R. Chad Brown seconded the motion – motion approved.

3. Student Government Board Update
   Mr. Joe Scoboria was unable to attend the meeting but submitted the following update.
   - **Election Day/March to the Poll** - Our "March on Maxatawny" not only raised awareness of student voting and having a suppressed voice since the poll was moved, but it put this civil issue on the map. We had news station from Harrisburg to Philadelphia and from Reading to Allentown calling in. The 69 5:00 news crew followed our march to the poll. I am meeting with Commissioner Barnhardt and the Elections Office on Wednesday to look at data from Election Day in Maxatawny Township.

   - **New Standing Committee** - I am working with several diverse clubs and organizations as well as with Dr. Vargas, Mr. Jesus Pena, Ms. Leah Cassellia, and the NAACP to create a definition and document on diversity, which is the first step in creating the new student committee.

   - **New SGB policies** - Several policies are being worked on right now, and will be ready for a vote on our last day of session for the semester, December 2. Some policies include: Special Extended Leave, the SGB Attendance Policy, and SGB College-Seat Redistribution.
• **SGB Safety meeting 11/18** - This past Tuesday, Berks County District Attorney John Adams and KU Chief Dillon presented at our public meeting. The Criminal Justice Club and Dr. Vargas were also in attendance. The meeting centered around sticking together at KU and looking out for each other. The DA spoke about the increase of sexual assaults, aggravated assaults, and drug and alcohol use not only around the nation, but right here in this part of the county. Everyone got a lot out of the meeting, and we are grateful to have such excellent law enforcement officers.

• **SGB Spring Enrollment Team** - A large group of SGB members are teaming up with Dr. Vargas and Dr. Mackin to work on enrollment issues next semester. One of our main goals is to help assist in the four or so Accepted Student Days as much as we can. We wish to be there to have personal connections to prospective students and to engage in conversations with them about their future at KU.

4. Administrative Council Website
   Dr. Darrell Garber
   • Ms. Pam Rex to follow up with Mr. Josh Leiboff to add Admin Council link to KU faculty & staff page.

5. University Vehicle Policy Review
   Mr. Brent Penny
   • Dr. James Mackin made a motion to adapt amendment and Dr. Richard Courtney seconded the motion – motion approved.
   • After group discussion, group decided to omit procedure document and cover all details in policy. Dr. Paul Quinn made a motion to table for revision and review again in February. Dr. James Mackin seconded the motion – motion approved.

6. As May Arise
   • Dr. Darrell Garber will be out on medical leave in January and February, not sure if he will be back for the February meeting. Dr. Richard Courtney will chair the February meeting if needed.
   • Dr. Lorri Engstrom met with all chairs about computer system scheduling issue. Dr. Paul Quinn will add to Meet and Discuss.

Meeting was adjourned at 8:35am

The Next Meeting is Friday, February 27th at 8:00am in the President’s Boardroom.
Members Present:

Dr. Darrell Garber  
Mr. R. Chad Brown  
Dr. Richard Courtney  
Mr. Jesus Pena  
Mr. John Green  
Mr. Brent Penny for Mr. Jerry Silberman  
Dr. Lorri Engstrom  
Mr. Ray Dunkle for Ms. Tracy Reidenhour  
Dr. James Mackin  
Dr. Paul Quinn

Members Absent:

Dr. Deryl Johnson  
Mr. Joe Scoboria  
Dr. Carlos Vargas