

4-11-2018

## Faculty Senate Minutes April 2018

UNO Faculty Senate

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*Wednesday, April 11, 2018, 2 p.m., CEC 230/231*

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**Members:** Adams, Adidam, Arbelaez, Azadmanesh, Barone, Boron, Cast-Brede, Davidson, Elder, Feng, Grams, Kealey, MacArthur, Miller, Nash, Noble, Nordman, Peterson, Prisbell, Robins, Rogers, Romero, Rowe, Schaffer, Sharif-Kashani, Schoenbeck, Stacy, Tiller, Wileman, Winter, Zhong

**Excused:** Bereitschaft, Brennan, Kelly, Landow, Maher

**Absent:** Hawkins, Johnson, Rogers

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Chancellor Gold gave a quick update on the Nebraska biennial budget, which the Legislature passed with no veto from Governor Ricketts.

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**I. The meeting was called to order** at 2:18 p.m. by President Grams.

**II. The Minutes of** March 4, 2018, were approved as submitted.

**III. Officers' Reports**

**A. President's Report:** Senator Grams reported in a letter to UNO faculty  
April 4, 2018

Dear Faculty Colleagues,

I hope your courses and other projects are going well as we head into these last few weeks of the semester. The NU Board of Regents met last Thursday, and the meeting began with student presentations from each campus. UNO was represented wonderfully by senior Mathematics major Antonio Campbell and sophomore International Studies and Business double major Casey Jones, who discussed the ways that community engagement and service had been integral to both academic and personal growth during their time at UNO.

An important item you should be aware of is that UNO is now considering the draft of a new Facilities Use Plan and policy language - <https://www.unomaha.edu/news/2018/02/regulations-on-the-use-of-university-facilities-and-grounds.php> - following the passage of the Board of Regents Freedom of Expression policy that the UNO Faculty Senate endorsed this spring in a resolution. Because faculty have had many comments about the proposed plan, the Senate formally requested through its representative on the UNO Campus Policy committee that the comment period on this proposal be extended until April 28, and the request was graciously approved. Chancellor Gold, VC Shipp, and other administrators involved in developing this plan have encouraged the campus community, and the wider community including the ACLU, to offer suggestions and comment. You may do this directly (see the link above), or through your Senate representative, or you can send comments to me that I will anonymize, collate, and

submit as a whole before the deadline.

The UNO administration has prepared a DACA FAQ sheet for all faculty. This was both pro-active on the part of the UNO administration and also a response to faculty and student questions and concerns, and is appreciated. Questions about this information should be referred to AVC Cathy Pettid.

You may have seen information about several important changes that will affect UNO faculty. First, NU system-wide will be rolling out dual factor authentication for logins to all university systems (email, Canvas, Firefly, etc). UNO faculty are not required to do this yet – initially those who wish to adopt dual factor are invited to enroll – but eventually this will come. It means you will need some other physical mechanism for verifying your identity when you log in to these systems – for instance, a code sent to your cell phone or desktop phone that is then entered. An obvious problem arises: how will we accommodate faculty who must use a variety of computers and devices throughout the day, in different locations, and what about people who are not able or do not wish to use their own personal devices (e.g. cell phone) to accomplish this? One solution available is the use of a key fob – something that you'd carry around on your keychain or otherwise, that can receive the additional verification code you'll need for logins. Faculty may also wonder: is all of this necessary? After the last Board of Regents meeting, we were given an update on the security threats (and a few successful security breaches that were then identified and thwarted) faced by NU computer systems; the information was not surprising, as we know this occurs regularly, but was still shocking. In short, the security need is vital, and dual factor authentication is one method of addressing this need.

Second, a new means of applying for travel permission and being reimbursed for expenses or making new reservations will be rolled out (Concur). Faculty had raised concerns about the entry of personal or financial information into this system, and upon inquiring, I am told that this is not required to use the system. We will continue to monitor this topic and the implementation of the new system, to ensure faculty concerns are heard and addressed.

Third, as you already know, June 30 is the last date you can use Blackboard. We need to transition fully to Canvas now, and resources are available to help you. Please seek assistance if you need it; a great effort to address faculty needs in this area is being made. Please note that one difference between Canvas and Blackboard has been affecting a number of people. Announcements on Blackboard were perhaps more readily or intuitively created and sent to the entire class of students; announcements on Canvas may not work the same way, and faculty may find it more effective to use the Inbox function to send an email directly to all students or course users. This can be sent as an individual email to each user. This is important on days when, for instance, you wish to use Canvas to convey time-sensitive information. Another update on a tech matter: closed-captioning can be added as a free service to ilos videos, and this should be taken advantage of even if no current students need closed-captioning, because then it is available for future students who may have this need.

BUDGET: a quick update, some of which may be old news by now. The Legislature passed the budget, which included a far less drastic cut to the NU budget, but still includes a significant cut. This is better news, but tempered by some uncertainty about the final outcome and the near-certainty that more money will be held back next year as per the Governor's recommendations, as in previous years. We have not yet emerged from the overall environment in which further cuts are a likelihood. The BRT process continues. The 500+ suggestions Chancellor Gold has

received from the UNO community have been analyzed, implemented, or continue to be processed for further action. We continue to need your innovative and practical suggestions about how to support operations in a financially efficient manner. How might revenue be generated? How might resources be saved?

The single most important thing faculty have the power to affect, with respect to our continuing success, quality, and financial efficiency, may be to increase Student Retention and move students toward successful completion of the degree. A small shift – 5%? – in increased retention could be the difference between financial challenges and having the resources we need for continued dynamic growth. To that end, Senate is working on a number of projects designed to move the needle on retention and completion. I am preparing a survey concerning both these issues and broader issues about UNO’s present and future, to be sent to faculty this month. More to come on this soon.

On April 17 Chancellor Gold will present another Town Hall discussion. This is a terrific opportunity for faculty to hear directly from him and ask questions or present ideas. Thank you to everyone who participated in the last Town Hall discussion and to all of you who attended HLC Accreditation visit events. I was very impressed by the quality of faculty contributions and the multiplicity of contributors at the events I attended, and this was important to the success of the accreditation process. Until next time,

**B. Secretary/Treasurer Report:** Senator Landow reported

**1. The EC&A met March 21, 2018**

The Chancellor discussed the budget debate occurring in the State Legislature.

The Chancellor discussed the perceived lack of transparency raised in the report from the UNO-UNMC Faculty-to-Faculty Communication and Collaboration Committee and stated that it is his intent to be as transparent as possible.

The Chancellor mentioned that the 500 budget recommendations that came from campus have been categorized as doable/not doable. Doable items have been classified as this year, next year, 3rd year.

There was a discussion of the shared UNO-UNMC administrative positions.

There was a discussion of the status of the data collected concerning joint UNO-UNMC programs/relationships. SVC BJ Reed has been asked to update the status of the items on this list.

There was a discussion of internships, and the Chancellor mentioned that he is on the Executive Committee of the Omaha Chamber of Commerce.

The meeting ended with a discussion of the Freedom of Expression policy, and the map associated with it.

**2017-2018 Resolution Action Table  
(Action Pending and Current Resolutions)**

| <b>Res. #</b> | <b>Date Senate Passed</b> | <b>Title</b>                   | <b>Admin Accept</b> | <b>Sent for Senate Action</b> | <b>Denied / Deferred / In Progress</b> | <b>Final Action/Resolved</b> |
|---------------|---------------------------|--------------------------------|---------------------|-------------------------------|--|------------------------------|
| 4326          | 2/14/18                   | Budget Problems & Appreciation | 2/21/18             |                               |  |                              |
| 4323          | 2/14/18                   | Freedom of Expression          | 2/21/18             |                               |  |                              |

| <b>TO BE FOLLOWED UP</b> |          |  |   |  |  |   |
|--------------------------|----------|--|---|--|--|---|
| 4282                     | 3/8/17   | Expenses Associated with Visas for International Hires | 4/19/17                                   |  |  | <i>SVC Reed explained the process for UNO paying for legal costs involved. These issues are usually handled by department chairs and personnel. Costs can't be nailed down, since they vary by who is involved. BJ Reed said he would ask for a one page description of the process made available to faculty.</i>  |
| 4279                     | 12/14/16 | Grievance Committees Summer Compensation               | 12/21/16<br>3/15/17<br>4/19/17<br>1/24/18 |  |  | <p><i>- SVC Reed says they may need more information. It is a workload issue as much as a compensation issue. Let's have further discussion.</i></p> <p><i>- BJ reiterated that summer pay is not likely to happen, as faculty select a variety of service opportunities. Regarding the three grievance committees, he feels that faculty select this type of service, similar to how faculty choose to serve on thesis committee.</i></p> <p><i>Chancellor Christensen said these type of issues, like summer grievance committee work, seldom occur. He is also apprehensive of anyone who has service in the summer wanting compensation. Some service such as FS President and IRB receive workload compensation.</i></p> <p><i>AVC Smith-Howell stated that it is rare that academic freedom, tenure and grievance committee work be needed in the summer. SVC Reed asked that the administration work up a proposal to be reviewed by the executive committee. Chancellor Smith-Howell said she would have a draft ready by the February meeting.</i></p> |
|                          |          |  |   |  |  |   |

2. **Treasurer's Report:** Senator Landow submitted the March 2018 Budget Report.

IV. **Executive Committee Report:** Senator Barone reported

**A. RESOLUTION: FUSE/GRACA Advisory Committee Be Formed**

Senator Barone moved the following for the Executive Committee. The resolution passed.

**RESOLUTION 4327, 4/11/18: FUSE/GRACA Advisory Committee comprised of Faculty/Student Gov Reps**

**WHEREAS** UNO Student Government support was an essential ingredient in attaining the NU Board of Regents approval of the FUSE Student Fee, and student support and engagement are essential to the successful implementation of the FUSE and GRACA grant programs,

**WHEREAS** the success of the FUSE and GRACA grant programs is also the result of a tremendous amount of faculty mentor investment of time and energy,

**WHEREAS**, since its inception, the FUSE grant program has had faculty and student government oversight of policy decisions in the form of a FUSE Advisory

Committee,

**THEREFORE BE IT RESOLVED** that a FUSE/GRACA Advisory Committee be formed, comprised of faculty and student stakeholders, prior to any decisions regarding the 2018/2019 implementations of these programs.

**B. Canvas Retention & Completion Calendar:** Senator Grams reported that this is continuing to be worked on.

**C. Revision of Front-End of Undergraduate & Graduate Catalogs and Possible Representation on Review Committee:** This is being worked on.

**D. “Concur” or Travel:**

A new system for processing travel requests and expenses, Concur, will be implemented in Firefly this summer. Concerns heard from faculty about the entry of personal or financial information in this system were presented and addressed by the SAP helpdesk in an email to President Grams. No personal information need be left after using the system.

*(As of 4/11/18 this is still being worked on.)*

**PENDING:**

**A. Dual Factor Authentication:** Senator Barone

**B. UNO Website for documents and policies**

*At the 1/17/18 Faculty Senate meeting:* AVC Smith-Howell is in the process of finding a UNO web site repository for policy and other documents, in order to make them easier to find. President Grams wanted to start a conversation on this.

*(1/17/18 The Senate agreed that this issue would stay with the EC&C.)*

**C. Facilities Use Plan, related to the new Freedom of Expression Policy (3/7/18):**

There was disappointment with the current draft policy in the amount of space where a demonstration could be held.

*(On 4/11/18 it was reported that this has a 4/28/2018 deadline.)*

**V. Standing Committee Reports**

**A. Committee on Academic and Curricular Affairs:** Senator Miller reported the Committee met March 28, 2018.

Present: Connie Schaffer, Stan Wileman, Burch Kealey and Holly Miller

Excused Absence: Kelly MacArthur

Guests: Matt Tracy and Kelly Malone

The meeting started with introductions and then Matt talked about both UNO’s Dual Enrollment program and Millard’s Early College High School program. Printed support materials were shared with committee members. Here are some highlights from Matt’s presentation:

\*The average number of credit hours completed by high school students in UNO’s Dual Enrollment program is 15 or less. The cost for a UNO Dual Enrollment course is \$250.

\*Teachers in all Dual Enrollment program are required to have a Master’s degree and 18 hours in the discipline they are teaching. The Higher Learning Commission has allowed a 5-year extension to meet this goal, so requirements must be met by Sept. 1, 2022.

\*Four years ago Millard Public Schools began a partnership with Metro Community College, to offer dual credit courses that fulfill the Associate of Liberal Arts and Academic Transfer degree (LATAA). This degree was developed by MCC and in the partnership with Millard Public Schools, it allows students to complete all their general education requirements before they earn a high school diploma. The degree can then be transferred to UNO where it will fulfill our general education requirements according to the terms of an articulation agreement effective in 2013. There are currently 150 to 160 students in this program which is only offered at Millard South High School. Each course costs \$48 and half of that cost is paid for by the Millard Foundation, therefore families pay only \$24 per course. Members acknowledged the appeal of the Early College High School program to secondary students and their families. Other high schools are interested in this program.

Discussion followed. Committee members voiced the following concerns:

A key concern raised relates to the differences in the oversight the University of Nebraska at Omaha has over the content and rigor of Millard’s Early College High School courses. With UNO’s dual enrollment courses our faculty, departments and colleges have reviewed the syllabi, worked with the districts to establish the appropriate credentials of the high school teacher and offered support as needed. With Millard’s Early College High School program, we have little involvement, as the route to UNO credit is through the presentation of a MCC transcript. We believe that it would be useful to try to identify those students arriving at UNO who have completed Millard’s Early College High School program and monitor their performance. The committee believes UNO is likely interested in the process that MCC and Millard used to establish the selection of courses and the relationship between course grades in Millard and the granting of credit by MCC.

During the April A & CA committee meeting members will continue this discussion and determine if concerns should be shared with the Metro Omaha Educational Consortium.

A request was received from the UNO Ombuds team to remove the reference to an ombudsperson in the academic integrity policy and procedures. To address this concern committee members voted to advance the following resolution.

*Senator Miller moved the following resolution for the Committee. It passed.*

**RESOLUTION 4328, 4/11/18: Amend UNO Academic Integrity Policy**

**WHEREAS** the role of the Ombuds person as stated in the UNO academic integrity policy is inconsistent with Ombuds policies and procedures, therefore

**BE IT RESOLVED** that the University academic integrity policy, approved in May 2017, be amended by striking the words “or UNO Ombudsperson” from step two – mediation.

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The final agenda item was to review of a draft document from student

government – Tips for Student Success. Committee members agreed to share their comments in a written format and Holly will compile the suggestions and forward them to Dr. Candice Batton in the coming weeks.

Several topics were discussed in the “*For the Good of the Order*” portion of the meeting.

**PENDING:**

**~~1. UNO SGA Student Success recommendations~~** (*EC&C sent this to A&CA 1/7/18*)  
(*The EC&C dismissed this issue 4/4/17.*)

**2. Early College High School:** (*EC&C sent to A&CA 2/7/18*)

FYI: E-mail received 2/5/18 from Senator Adams:

*At Friday’s English Department meeting, as we discussed Dual Enrollment and other issues, a new program in the Millard School District dominated much of our discussion and members of the department asked me to take this issue to Faculty Senate. In short, our department has concerns about the various impacts of a program called Early College High School*

*<http://mshs.mpsomaha.org/academics/early-college-high-school> The program says high school students can earn an Associate degree from Metro and that those credits will fulfill the general education requirements at UNO. Members of my department are concerned about how this might threaten enrollments at UNO and about the quality of such a program (it seems, for example, that a 10<sup>th</sup> grade English course could satisfy the English 1150 writing requirement at UNO). I would like to put this on the EC&C agenda as a point of discussion to determine if faculty in colleges beyond Arts and Sciences are also concerned about such a program.*

**B. Committee on Educational Resources & Services:** Senator Robins reported the Committee met March 28, 2018 in Criss Library Faculty Conference Room.

Attending: Senators Azad Azadmanesh, Marlina Davidson, Barbara Robins, Mark Schoenbeck, Andy Zhong. Senator Tej Adidam was absent.

First order of business was to select the Paul Beck scholarship winners. Senators present compiled the rankings made individually and after discussion made the following selections:

Graduate Awards:

Kelly Crook - \$1,000

Marijana Kitlaja - \$500

Undergraduate Awards:

Joshua Saddler - \$500

Megan Kahn - \$500

Senator Davidson reported on her inquiries into payroll deduction options as a means of supporting the Paul Beck scholarship. There does appear to be a possible mechanism which needs to be confirmed. She will report back at a future meeting.

New Business: As per the request from President Grams, Senator Robins shared some observations of the recent HLC faculty forums in which some faculty reported on their unit’s technical support and quality of classroom design. Because these anecdotal reports suggest there may be disparities in the quality and degree of



availability of technical support as well as design issues that impact the accessibility or ergonomic use of the equipment provided, the ER & S committee will consider options for further investigation.

**PENDING:**

- ~~1. **Request for Travel Authorization and Purchase of Travel. 10/2017:** Senator Robins briefly reported on having located the source of the document used by UNO titled "Request for Travel Authorization and Purchase of Travel." At a future meeting we will discuss suggestions for additions to this document to assist faculty in identifying the need for and for purchasing travel insurance. (This item was removed 4/11/18 by the Faculty Senate.)~~
2. **Canvas:** When the transition away from Blackboard enter the final days during summer 2018, new issues could emerge as more faculty seek technical assistance. (EC&C to ER&S 3/7/18)
3. **Payroll Deduction for Paul Beck Scholarship (2/7/18) (3/7/18):** a response from Debra Wilcox (UNO Controllers Office) regarding the possibility that faculty could submit a payroll deduction that would serve as a monthly gift to the Beck scholarship fund. Senator Davidson has agreed to follow-up.
4. **Accessibility to Classroom IT Equipment (3/7/18):** EC&C sent this item was to the ER&S Committee.

**C. Committee on Faculty Personnel & Welfare:** Senator Elder reported the Committee met March 28, 2018.

Present: Marshall Prisbell, John Noble, Dale Tiller, Griff Elder

Absent (excused): Amber Rogers, Pauline Brennan

Guests: Gina Toman, Michele Desmarais, Joy Chao, Roma Subramanian

The meeting was in response to last year's Resolution 4282. We had asked Gina Toman (Faculty Human Resources Officer and Asst to the Senior Vice Chancellor) to come and share with the committee the details of the process that international faculty go through to obtain visa's for their continued work at UNO.

We invited Michele Desmarais, Joy Chao, and Roma Subramanian, because each had their own personal experience with the visa process to share. Their input helped us clarify matters and focus on the central issues.

Gina explained how her office will be the central clearinghouse for queries on these and related matters. We discussed a document that Dan Rock has produced for FP&W last year. Gina shared a recent document produced by Academic Affairs that clarifies the internal process at UNO and included much of the information that was in Dan Rock's document.

The committee then spent much time discussing the fact that there is no single policy regarding the fees for the I-140 and the I-485. Apparently, many departments cover these fees, but not all.

The committee felt that there should be a uniform policy, and furthermore, whether the applicant must cover these fees should not be left up to a negotiation during the hiring process between the applicant and their Dean. UNO should pay these fees regardless of the department hiring.

We asked Gina to ask that Academic Affairs have a discussion on this issue. If there are good reasons why certain departments should not pay these fees, we would like to know the names of the departments and know the reasons.

Reporting on other items:

In response to Resolution 4319, the Parking Advisory Committee met on February 15 and voted to change its name to the "Transportation and Parking Advisory Committee".

New Charter: "The University Transportation and Parking Advisory Committee shall be responsible for advising and assisting the Parking and Transit Manager in reviewing and recommending policies relative to all transportation and parking situations on the UNO Campus. The areas of review and recommendation will encompass all aspects of getting to, from and around campus and all UNO parking rules and recommendations."

**D. Committee on Goals and Directions:** Senator Arbelaez reported the Committee met March 28, 2018.

Present: Bradley Bereitschaft, Richard Stacey, Daniel Hawkins, and Maria Arbelaez

Excused: Christopher Kelly and Hamid Sharif-Kashani

1. We met and discussed our only pending matter related to our role with Facilities Planning and Faculty Representation. We have asked for pertinent information. The Chair of that Department is out of town until mid-April. After that date, we should be able to obtain the information.
2. The next academic year 2018-2019, Bradley Bereitschaft has volunteered to preside over the committee.

**Pending:**

1. **Facilities Planning and Faculty Representation** (Specifically, which Facilities Planning Committee would be the best on which to have faculty representation before plans are made, not just reported?) (*Sent to G&D 2/10/16*) (*3/4/18 Info: Senator Bereitschaft is checking on this.*)

**E. Professional Development:** Senator Adams reported the Committee met on March 28<sup>th</sup>. Senators Adams, Winter, Cast-Brede, Feng, Nordman, and Boron were present.

The committee met to discuss results from our survey of deans regarding Faculty Development Fellowship application/awards processes and criteria. The survey results answered some of our questions and clarified some anecdotal "myths"—for example, the deans make clear that faculty cannot receive a full year FDF with full pay (Question #10, see attached Report) (agenda attachment – pgs. 33-45 ). The survey suggests that nearly all applications for FDF that are received are awarded (Questions #5 & #7). However, the survey raises three issues that the PD Committee would ask the Faculty Senate executive committee to follow up with at the next EC&A.

1. Deans indicate that information about the FDF application process is distributed primarily via Department Chairs and email (Question 9); it concerns us that this key information is not readily available somewhere stable where faculty can access it regularly without relying on chairs or waiting for email that may or may not come well enough in advance of deadlines for FDF applications
2. Deans indicate that written criteria for ranking FDF applications (Question 3) are located either in department guidelines or in some "other" location; our concern is that these criteria—required by Board of Regents policy—are not actually available to faculty. We would ask our administration to help make these criteria (whatever rubric or logic is used to sort/rank applications) visible in each college.

3. Deans indicated that they are not all that familiar with the earning restrictions for faculty on FDF (Question 13); our committee would ask administration for help educating Deans in this regard.

The PD Committee agree to share survey results with the senate executive committee and if there are no objections from that committee, for those results (attached) to be shared with the full senate.

*(At the 4/4/18 EC&C meeting Senator Adams was invited to present the results of the survey at the next EC&A meeting.)*

The committee briefly discussed upcoming meetings and the need for members who will return in the fall to consider serving as Chair/Vice Chair, since both positions are currently occupied by senators whose senate terms expire this year (Adams/Nordman).

### **PENDING:**

#### **1. Faculty Professional Development Leave policies/procedures:**

*(1/10/18: The PD committee is waiting for deans to complete a survey to actually gauge faculty's understanding of FPD leave policies and procedures.)*

- F. Committee on Rules:** Senator Nash reported the Committee met at the Criss Library on March 28, 2018.

*Present:* Paul Landow, Bob Nash, Kathy Peterson, Troy Romero.

*Absent:* Jeremy Johnson (excused), Wei Rowe (excused).

*Guests:* Sue Bishop, Chris Kelly.

131 "Committee Service Preference" forms were received for the 2018-2019 academic year.

Preliminary assignments were made for university committees and Faculty Senate standing committees. During the month of April, the Rules Committee will be confirming and finalizing committee appointments to be approved at the May meeting of the Faculty Senate.

## **VI. Ad hoc Committees**

- A. Ad hoc UNO-UNMC Faculty-to-Faculty Communication and Collaboration Committee:** Next meeting April 30, 2018

## **VII. Non-Senate Committee Reports**

- 1. Transportation & Parking Advisory Committee** met February 15, 2018.

**Present:** Kim Harter, Angela Eikenberry, Steven Torres, Marshall Prisbell, Katrina Kroeze, Vanessa Rath, Erin Safely, Stan Schleifer

**Not Present:** Jim Sinclair, Deb Brozak, Chandra Gustafson, Rhys Hansen

**Minutes from January 2018 were approved.**

**Committee Name and Charter Change** – The faculty senate passed a resolution to rename the Parking Advisory Committee to more adequately meet the needs of our growing campus community, and in recognition of this new focus, it was recommended that the committee be renamed to: Transportation and Parking Advisory Committee.

The PAC discussed this further and we feel that the name PARKING should be in

the title. The reason is that whenever anyone has a question or concern about anything related to Parking, they go to the Parking Services web page and Parking is the main focus of this page. Transportation is more inclusive in all modes of getting around beyond just parking a car, and Parking is a key part of transportation. The Parking Services web page also provides information on shuttles, transportation and other services.

The committee's recommended name and charter change is below.

### **Transportation and Parking Advisory Committee**

**Charge:** The University Transportation and Parking Advisory Committee shall be responsible for advising and assisting the Parking and Transit Manager in reviewing and recommending policies relative to all transportation and parking situations on the UNO Campus. The areas of review and recommendation will encompass all aspects of getting to, from and around campus and all UNO parking rules and recommendations.

#### **Fall Updates -**

- a. Permit and Student Fees for 2018-2019** – Parking Services has recommended that there be no increase in fees or permits for 2018-2019.
- b. E-citation update** – Parking services has been testing paperless violations and is still working with a vendor to improve operational communication. The goal is to have this in place for fall 2018. Communication will go out in the spring and throughout the summer to make staff, faculty & students aware that they will receive parking violations via email. They will have 30 days to respond. Visitors will still receive paper violations.
- c. Garage Restrictions** – Currently those parking in the east and west garages on Dodge campus are allowed to only park in their purchased garage or park in the surface lots on Scott Campus. And those with a permit to park in the Pacific Street Garage are only allowed to park in the West Garage on Dodge Campus. **A change was proposed so that those with East and West garage permits on Dodge campus can only park in the Pacific Street Garage at Scott campus and those with a Pacific Street garage permit will still only park in the West Garage. This was voted on and passed unanimously. This proposal will become effective August 20, 2018**
- d. Volunteer Permits** – Volunteer permits were implemented 5 years ago with a high volume of sales. Currently volunteers pay \$30 for a permit and sales of volunteer permits have dropped significantly. Most volunteers are using garage codes or department purchased visitor permits. **A proposal was provided to eliminate the volunteer permits and allow departments to provide their volunteers with garage codes (charged to the department). This was voted on and passed unanimously. This proposal will become effective August 20, 2018.**
- e. Nuisance Violators** – Parking Services is working with student conduct team and Student Accounts/Cashiering regarding students with 10 or more violations. Currently those with 10+ violations are notified via email 2x per month and asked to take care of their debt. If they do not address with Student Accounts, their car will be eligible to be towed. If towed, they will receive a \$200 tow fee in addition to the amount due for their tickets. Another option would be to boot their vehicles, but booting does seem to cause more frustration and aggression. This could be dangerous for parking field staff. **A proposal was provided to change this process to put people on the nuisance violators list after 5 tickets. This new regulation will be added to the Parking Services website. This was voted on and**

passed unanimously.

- f. **Lot 26 Reminder** – As a reminder, Shuttle service to/from Lot 26 will end April 27. There has been ongoing communication about this change via signage and social media, and those that currently use this service should be well aware of the change.

#### **Questions/Announcements/Discussion**

It was discussed that the Strauss Performing Arts staff would like more input on the availability and use of the CEC lot. It was recommended that they speak directly with BJ Reed regarding their concerns.

There has been congestion along University Drive East when classes get out. Campus Public Safety is aware and is currently helping.

UNO people are still parking in FDR lot and this continues to be an issue. Parking Services has offered to help.

### **IX. New Business**

#### **A. Sculpture Lab**

Senator Stacy reported that during a safety tour of parts of the UNO Campus he found out that the air handler in the Sculpture Lab is dangerously outdated. The ventilation is inadequate, the dust grabbers are inadequate. This could easily cause explosions, fires, and/or health problems. It was suggested that this be sent to the FP&W committee. It was also suggested that the new CFAM Dean be notified.

#### **B. Length of Time for Final Exams**

Senator Wileman reported that he could find nothing documenting the length of time for Final Exams. He wondered if the length is listed anywhere, and, if so, how to make it easier to find? If not, how can this be fixed? Can the Registrar publish this somewhere?

Senator Wileman moved, and Senator Stacy seconded a motion to move this to the A&CA Committee.

#### **C. Creation of an Easily Found List of What Retiring Faculty Need to Know**

As Senator Wileman is soon to retire, he has discovered that there does not seem to be a “laundry list” of things retiring faculty should know, such as advice for returning keys, etc.

Senator Wileman moved, and Senator Stacy seconded a motion to move this to the P.D. Committee.

#### **D. Student Evaluations (Has question been added?)**

As contained in **RESOLUTION 4314, 11/8/17: Include in ACE a Question Regarding Timely Feedback for Students**, Senator Kealey asked if the question been added to the Evaluation Form? And also, can the form be put on the web somewhere so questions can be seen?

Senator Grams will check to see if the information is available. If it is not, she will request it to be readily accessible.

#### **E. Handling of Aggressive Behavior in Classrooms**

Senator Schoenbeck reported increasing instances of aggressive behavior in classrooms by students who have accommodations. There is greater interaction

between both groups of students, those with and those without accommodations. What can faculty do or where do they report the aggression?

It was suggested that these faculty contact the Office of Accessibility and/or the Behavioral Response Teams (Cathy Pettid) to help put some sort of structure in place for the student.

Senator Schoenbeck will report back if there is further need for action by the Faculty Senate.

**X. The meeting adjourned at 3:18 p.m. with announcements.**

**XI. Announcements**

- A. EC&A Mtg:** Wednesday, April 18, 2018, 2 p.m., EAB 200
- B. EC&C Mtg:** Wednesday, May 2, 2018, 2 p.m., ASH 196
- C. Faculty Senate Mtg.:** Wednesday, May 9, 2018, 2 p.m., CEC 230/231 (*Change over meeting*)
- D. Faculty/Staff Awards Dinner: (for Outgoing and Continuing Senators)**  
Thursday, May 10, 2018, MBSC, 6:30 p.m. Social, 7:15 p.m. Dinner

| <b>Remaining Schedule for 2017-2018</b>   |  |
|---|--|
| <b>EC&amp;C Meetings</b><br>(Usually 1 <sup>st</sup> Wednesday of month)<br>(ASH 196) | <b>Faculty Senate Meetings</b><br>(Usually 2 <sup>nd</sup> Wednesday of month)<br>(Usually in CEC 230/231) |
| April 4   | April 11   |
| May 2 ( <i>4/30 – 5/3 Finals</i> )<br>( <i>Commencement 5/4</i> )                     | May 9  |