

7-12-2017

Executive Committee & Cabinet Minutes July 2017

UNO Faculty Senate

Follow this and additional works at: <https://digitalcommons.unomaha.edu/facultysenateminutes>

Wednesday, July 12, 2017, 2 p.m., ASH 196

Members: Adams, Arbelaez, Barone, Grams, Landow, Miller, Nash, Robins, Woody

Excused: Elder

I. The meeting was called to order at 2:02 p.m. by President Grams

II. The Minutes of June 7, 2017, were approved as submitted.

III. Officers' Reports

A. President's Report: Senator Grams sent the following to all UNO faculty:

June 2017

Dear Colleagues,

I hope you are all having an enjoyable summer. Below is your monthly update on Faculty Senate activities, which continue during the summer.

Chancellor Gold

UNO's new Chancellor met with the Faculty Senate Executive Committee and Cabinet in May, and President Bounds met with the full Senate the following week. Going forward, I will meet monthly with Chancellor Gold, as will the Faculty Senate Executive Committee. Please feel free to contact me any time you have an issue for Faculty Senate.

It is very important that faculty contact their colleagues who are serving on the two Transition groups established by Chancellor Gold. We are being asked to represent your interests and concerns, and we can do this far more effectively if we hear directly from you. The Transition Advisory Team begins meeting in August, and its membership may be viewed here (<https://www.unomaha.edu/about-uno/leadership/chancellor/transition/advisory-team/index.php>). The Transition Advisory Council will meet through the summer and fall and includes six faculty representatives: Melanie Bloom, Angela Eikenberry, Ann Fruhling, Washington Garcia, Laura Grams, and Nealy Grandgenett. Please contact these faculty representatives with your suggestions. Comments for Chancellor Gold may be sent directly to contact@unomaha.edu.

Your Senate Representatives

Enormous thanks is owed to the Faculty Senators who completed their terms and to those new Senators who began their terms at our May meeting. Their service and time is deeply appreciated. For any issues that arise over the summer, we invite faculty to contact the members of the 2017-18 Executive Committee and Cabinet: Laura Grams, Timi Barone, Paul Landow, Griff Elder, Bob Nash, Bob Woody, Holly Miller, Barbara Robins, Maria Arbelaez, and Travis Adams.

At its June 7 meeting, the Executive Committee and Cabinet agreed to form an ad hoc UNO and UNMC Faculty Committee for Communication and Collaboration, to

be composed of seven faculty members from each campus. The President of the UNMC Faculty Senate, Dr. Ann Anderson Berry, and I wanted to form this committee to ensure that faculty from the two institutions are able to communicate directly with one another about issues of mutual concern or interest. Please contact the Faculty Senate Executive Committee with any suggestions for this ad hoc committee.

Senate Resolutions and Business

- In May, the Senate passed a resolution pertaining to DACA students at UNO. Guidelines for faculty are being prepared in Student Affairs and the Center for Faculty Excellence, who will work with Faculty Senate.
- The new UNO Academic Integrity policy will be included in next year's Catalog.
- The Masters of Science Degree in Biomechanics was approved.
- The Faculty Senate standing committees will continue to work on matters including:
 - Faculty Development Leave policies and practices
 - Timely feedback from faculty to students
 - Intellectual property matters
 - Canvas Implementation
 - Records retention and information security

If you have comments or suggestions on any of these issues, please contact me and I will make sure your communication is routed to the appropriate standing committee.

News

2017-18 parking information is available on the Parking Services website, with big changes related to license plate readers and different permit options.

Phone lines may be suspended temporarily (e.g. for faculty on leave) by request to Telecommunications (please contact the IT helpdesk).

The Box storage system still should not be used for student information covered under FERPA, but otherwise faculty may use it for convenient file sharing.

Board of Regents, June 1, 2017

Three new major research centers were established: the Nebraska Food for Health Center (UNL), and at UNMC, the Child Health Research Initiative and the Global Center for Health Security. UNO is involved in some capacity with all of these interdisciplinary endeavors.

The Board approved the purchase of Canvas; UNO will have access to Turnitin and other special features. Faculty can continue to use Blackboard during Fall and Spring 2017-2018, but by Summer 2018 must be fully transitioned to Canvas. Regent Pillen especially thanked faculty for trying Canvas in the pilot period.

The Board approved President Bounds' proposed budget and tuition increases. From 2000 to 2017, the number of NU employees has increased by 3% while student enrollment has increased by 17%. Program of Excellence funding [*for any new programs or budget*] is cancelled, and a savings of \$22 million is projected based on recommendations from the efficiency task forces President Bounds created last year, with possible additional savings later leading to a total of \$30 million. NU cash reserves will be deployed to cover much of the remaining shortfall in 2017-2018, but other cost-saving measures will be needed.

Fund B allocations for UNO were approved, resulting in a 4.3% increase in student fees. Most of the increase will go to Athletics to maintain free admission for students.

Online Worldwide has been renamed University of Nebraska Online (NU

Online).

President Grams gave an additional oral report to the EC&C.

1. Ad hoc UNO-UNMC Faculty Communication and Collaboration Committee will have seven Members from UNO. Three more needed. Send suggestions to President Grams.
 - a. Timi Barone (Faculty Senate/A&S)
 - b. Connie Schaffer (Faculty Senate/ED)
 - c. Suzanne Sollars (A&S)
 - d. Destiny Sewell (CBA)
 - e. Tbd
 - f. Tbd
 - g. TBD
2. Vice Chancellor for Business & Finance Bill Conley will be leaving UNO by the end of the year.
3. President Grams has regular meetings with Chancellor Gold. She is open to any questions or suggestions.
4. The UNO/UNMC Transition Advisory council is divided into three groups: Educate, Discover, and Engage. People are assigned to different groups at different meetings. President Grams has always been assigned to Educate and will be giving an Outcomes Presentation. Perhaps this will be a subject for the Faculty Senate Retreat in August.

B. Secretary/Treasurer Report: Senator Landow reported

1. **The Executive Committee & Cabinet (EC&A)** met June 21, 2017.
 - a. Chancellor Gold & President Grams
 - Town Hall Budget Update
The Chancellor asked if there was anything said at the town hall that he could have said better. Those present engaged in a lengthy conversation about the selection process, and where things stand today.
 - b. Faculty Senate issues
 - Facilities Planning and Faculty Representation.
AVC Deb Smith-Howell address this issue, as did SVC Reed. President Grams suggested that we have additional communication with the Committee, and perhaps it meet informally more often. The Chancellor suggested we increase the interaction with the committee and the faculty, and also indicated that annual meeting was not enough. He asked that a meeting be held with the committee to get a feel for campus facility planning.
[The EC&C suggested that we request that the entire Senate be sent an invitation to this meeting and take the first couple of Senators who reply. Faculty Senate Coordinator Sue Bishop will look into this.]
 - c. Parking changes
 - SVC Reed indicated that parking issues have improved considerably since Vanessa Rath has arrived. The Chancellor wondered whether Marty Shukert should take a look at the parking and traffic patterns on the Pacific Campus.
 - President Grams discussed the unfairness of requiring low-paid adjunct

- faculty to pay for parking.
- d. Resolution appointing two Arts & Science Faculty members to the Faculty Senate was presented to Chancellor Gold.
- e. Follow-up:
- Telecommunication – SVC Reed indicated that additional conversations need to be help and they would be upcoming.
 - DACA Guidelines for Faculty – President Grams indicated that there are many faculty members with questions. SVC suggested Jonathan-Benjamin Alvarado.
- f. Roundtable
 President Grams asked that we get a table showing statistics on women and minority faculty.

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

Res. #	Date Senate Passed	Title	Admin Accept	Sent for Senate Action	Denied	Deferred	In Progress	Final Action/Resolved
4300	6/7/17	New A&S Senators	6/21/17					Acknowledged
TO BE FOLLOWED UP								
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 3/15/17					<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. - 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</i>

			4/19/17					<i>service, similar to how faculty choose to serve on thesis committee.</i> <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>
CARRIED FORWARD								

2. Treasurer’s Report: Senator Landow submitted the June 2017 Budget Report.

IV. Standing Committee Reports

A. Committee on Academic and Curricular Affairs: Senator Miller (No Report)

PENDING:

1. a. Student Government Resolution for Timely Feedback from Faculty

Senator Kealey asked the Senate to address the Student Government Resolution to have all faculty give timely feedback to students.

Suggestions:

Suggestions:

1. A Hot Line for anonymous reported for students to be given a manner to address the issue.
2. This issue can be addressed in course evaluations.
3. This issue can be addressed internally through the review process.
4. Put guidelines on a website.
5. Faculty member’s use of learning management systems and adherence to professional expectations.

Senator Elder stated that the Faculty Senate owes Student Government a response and attention to the SG Resolution.

(Sent to A&CA 4/12/17) (AC&A report 4/26/17 to discuss)

b. Need for Students to get Timely Feedback: Committee members ended the **4/26/17 meeting** with a discussion of the need for students to get timely feedback from faculty members. This discussion expanded to also include faculty member’s use of learning management systems and adherence to professional expectations. The discussion will be continued at the next committee meeting. It will be included in Pending for the next EC&C meeting.

B. Committee on Educational Resources & Services: Senator Robins (No Report)

PENDING:

1. **Canvas and UNIZEN dashboard availability.** *The EC&C, on 6/7/17, sent this to the Educational Resources & Services Committee.*

C. Committee on Faculty Personnel & Welfare: Senator Elder (Excused) (No Report)

PENDING:

1. Follow up on status of H1B Visas audit. VC Smith-Howell said she would check on it at the 5/17/17 EC&A meeting. This was forwarded to Senator Elder by F.S. Coordinator Bishop.

D. Committee on Goals and Directions: Senator Arbelaez (No Report)

Pending:

1. **Facilities Planning and Faculty Representation** (*Sent to G&D 2/10/16*) – As important and continuous decisions are made regarding facilities planning on campus, we would like to see more faculty involvement in these plans, and be allowed frequent opportunities to engage in discussion with administration about facilities planning. The one committee the Faculty Senate is aware of is the University Committee on Facilities Planning, which typically meets once a year. The University Committee on Technology Resources, Services & Planning meets more frequently, but its primary focus is on the technology needs of the campus. In a previous meeting Goals & Directions met with Deb Smith-Howell to address administrative communication and questions about the University's Strategic Plan and the Faculty Senate's part in that process. We discussed the possibility of a more regular liaison with Dr. Smith-Howell with a representative from the F.S. Goals and Directions Committee that could increase the level of communication and information in this area.

This was sent to the June 2017 EC&A meeting, for Chancellor Gold's input on shared governance. Some particular items from faculty members were the designing of classrooms and the designing of technology. A meeting with FS Executive Committee, Facilities Planning Committee members, and Chancellor Gold, has been scheduled for Tuesday, July 25, 2017, at 4 p.m.

2. **Unit Based Recruiting:** (*Sent to G&D 8/17/16*) This item has focused on how individual departments may contribute to the recruitment and retention of students in better pursuit of the University's enrollment goals. Goals and Directions temporarily tabled this item and it will remain on our *Pending* list.
3. The UNO Admin responded to Resolution 4285, 5/10/2017: **Deferred Action for Childhood Arrivals (DACA)** with plans to draft guidelines for faculty. EC&A would appreciate members of the FacSen committee (e.g. Dan Hawkins et al) staying closely in touch with Student Affairs (Dan Shipp, Jonathan Benjamin-Alvarado) and the CFE to review and collaborate. (*Sent to G&D to keep in touch 6/7/17*).
4. **Soliciting Faculty Insights on UNO's Leadership Transition.** *The EC&C, on 6/7/17, sent this to the Goals & Directions Committee.*
5. **Mav Creed**

The following was submitted to the UNO Faculty Senate. Attached below it is the resolution from Student Government, a note that the Staff Advisory Council will also pass a favorable resolution, and the Mav Values Document. The UNO

EC&C, on 6/7/2017, forwarded this item to the Goals & Directions Committee for discussion at the August 16, 2017, Retreat.

On Mar 31, 2017, at 8:32 AM, Philip Covington
<pcovington@unomaha.edu> wrote:

Faculty Senate, Staff Advisory Council, and Student Government:

Over the course of about 18 months, a university task force took on the task of creating a document that captures the essence of what it means to be a UNO Maverick. The task force included members appointed by Faculty Senate, Staff Advisory Council, and Student Government. Data was gathered from nearly 900 members of the university community, with special attention given to garnering feedback from individuals in under-represented groups.

Six primary themes emerged from the analysis of the data and the task force worked to briefly define each, intentionally weaving in language from the raw data. Those six statements form the core of the Maverick values document. These community standards serve as a foundation for mutual expectations of engaging one another within this university community and with our partners beyond.

It is our pleasure to forward the document to you and ask for your formal support of its tenets before we advance it to the Chancellor's Cabinet for final approval.

Respectfully Submitted,

Dr. Dan Shipp, Vice Chancellor for Student Affairs & Enrollment Management and

Dr. Phil Covington, Senior Director of Student Life and Chair of the Defining the Maverick Experience Task Force

Student Government Resolution:

WHEREAS, the University of Nebraska at Omaha (UNO) is committed to creating distinctive values that all faculty, staff, administration, and students should follow, and;

WHEREAS, beginning in 2015, a taskforce of people from all areas of campus conducted and analyzed survey data, brainstormed ideas, and created a finalized document featuring the values that all UNO members should engage in and expect from others, and;

WHEREAS, two surveys were utilized to determine initial ideas for why students came to UNO, what they like about UNO, and whether they are proud to be a Maverick, and;

WHEREAS, there was data collected from close to 900 members of the UNO community, and there was a primary focus on reaching underrepresented individuals, and;

WHEREAS, after analyzing the data, the taskforce realized that the UNO community was lacking a creed to clearly define what it meant to be a Maverick and the Maverick experience, and;

WHEREAS, through extensive work, the taskforce, with assistance by University Communications and Dr. Dan Shipp, created a Maverick Value document listing the specific values as well as a statement noting that these values must be integrated in order to have an impact.

THEREFORE BE IT RESOLVED, that Student Government of the University of Nebraska at Omaha (SG-UNO) supports the Maverick Value document that

better defines what it means to be a Maverick and its integration into the University system and communities beyond.

Staff Advisory Council: On April 11, 2017, Staff Advisory Council voted unanimously to pass a resolution in support of the document spelling out what it means to be a UNO Maverick.

Below is the Mav Values Document:

We the students, faculty and staff of the University of Nebraska Omaha (UNO) hold the following community values to be the foundation of our identity as Mavericks.

As Mavericks, we commit daily to advance and support our community values:

Authenticity

We stay true to our authentic selves and respect the unique and shared histories of the other members of our community.

Integrity

We strive to make sure our words are consistently reflected in our actions and treatment of others.

Inclusion

We are committed to cultivating a campus climate that welcomes and supports people of all cultures, beliefs, identities, and backgrounds.

Service

We engage in service with others to improve the lives of individuals throughout the Omaha metro area, state and beyond.

Resilience

We rise above difficult challenges through hard work and courageous determination.

Achievement

We accomplish our individual and shared goals by reaching high personal and professional levels of excellence.

We realize that these values are only words until we integrate them into our individual and shared actions. We commit to advancing these values as Mavericks at UNO, in the greater Omaha community, and beyond.

E. Professional Development: Senator Adams (No Report)

PENDING:

1. Faculty Professional Development Leave policies/procedures: Given a growing number of questions and concerns about this issue, our committee will be gathering information (policies/procedures) at all levels (regents, university, colleges, departments) and comparing those documents in order to explore questions, including:

- a. Can faculty get a full year of leave if waiting until 12 years of service instead of at 6 years?
- b. What are the earning restrictions while on leave (sabbatical)?
- c. What documents govern how leave is prioritized/awarded?
- d. What are the criteria for leave across colleges/departments? How consistent are these?
- e. Who all reviews and/or weighs in on these decisions?

What language does the AAUP contract have regarding leave/sabbatical?

2. **Intellectual Property:** Although the P.D. Committee passed **Resolution 4286, 5/10/17, Intellectual Property Policies**, and Chancellor Gold, SVC Reed, and AVC Smith-Howell stated that the new policy will be in the Fall 2017 catalog, F.S. President Grams stated that the UNMC Faculty Senate has a standing committee titled Intellectual Property Procedures. She suggested that Senator Adams check with UNMC Faculty Senate President Ann Anderson Berry for information. *FS Coordinator sent this information to Senator Adams 6/17.*

F. Committee on Rules: Senator Nash (No Report)

PENDING:

1. The Committee continues to review which Campus & University committees require participants who also serve on the Faculty Senate, and which committees might be served by representatives from the faculty at large.

V. Other Faculty Senate Committees

- A. Faculty Senate Budget Advisory Committee Report:** Prof. Johnson/Hall, Maher, O'Hara (No Report)

VI. Adhoc Committees

- A. Ad hoc UNO-UNMC Faculty-to-Faculty Communication and Collaboration Committee:** See President's Report, above: Oral Report #1.

VII. Non-Senate Committee Reports

VIII. Unfinished Business

PENDING

- A.** Grading Policy Change for "F" "FW" Grades (Policy draft 11/02/15 by Financial Support and Scholarships Office, updated 11/15/15.) (Another issue to note is verification of attendance.) (Fall 2016 w/ Senator Grams and Executive Committee) (*On 3/1/17, the EC&C had these questions and asked that they be put on the EC&A agenda:*

1. Are Faculty, both full time and adjunct, responsible for records retention?) *On 6/7/17 President Grams stated that she will be checking with Bret Blackman regarding data security.*

B Participation in UNO Faculty Senate (Fall 2016 to EC&C Pending)

Need to encourage and strengthen participation on UNO Faculty Senate.

1. One possibility might be to change the FS Constitution
2. Discussions with Colleges
3. Go to Chairperson mentor(s)?
4. Go to Board of Chairs

How to Encourage Faculty to Serve on the Faculty Senate: Informal data collection by the committee of approximately 40 UNO faculty members has generally revealed that *Service* of this nature tends to be acknowledged with little payoff compared to the perceived time commitment associated with governance. There is also a great deal of misinformation about the time obligations; nevertheless, most of the faculty we talked to showed little interest in this service even after we answered questions. The Goals

and Directions Committee is now discussing ways to help the departments incentivize Faculty Senate and other University service opportunities by increasing by better recognizing the value of this service in ways such as higher Merit rankings on Annual Review, etc. (*The EC&C asked, on 6/7/17, that this be discussed at the 8/16/17 FS Retreat.*)

C. Telecommunications

At the 6/7/17 EC&C meeting President Grams said she will consult with Bret Blackman concerning the recent reorganization in Telecommunications.

D. Change Start Time of UNO Faculty Senate Meetings?

STANDARD MEETING PATTERNS - FALL/SPRING					
	DODGE	PACIFIC		DODGE	PACIFIC
50 Minutes, 3 Days/Week					
MWF	7:00-7:50	7:30-8:20	MWF	12:00-12:50	12:30-1:20
MWF	8:00-8:50	8:30-9:20	MWF	1:00-1:50	1:30-2:20
MWF	9:00-9:50	9:30-10:20	MWF	2:00-2:50	2:30-3:20
MWF	10:00-10:50	10:30-11:20	MWF	3:00-3:50	3:30-4:20
MWF	11:00-11:50	11:30-12:20	MWF	4:00-4:50	4:30-5:20
75 Minutes, 2 Days/Week					
MW/TR	7:00-8:15	7:30-8:45	MW/TR	1:00-2:15	1:30-2:45
MW/TR	8:30-9:45	9:00-10:15	MW/TR	2:30-3:45	3:00-4:15
MW/TR	10:00-11:15	10:30-11:45	MW/TR	4:00-5:15	4:30-5:45
MW/TR	11:30-12:45	12:00-1:15	MW/TR	5:30-6:45	6:00-7:15
2 Hours 40 Minutes, 1 Evening/Week					
M/T/W/R	4:30-7:05		M/T/W/R	6:00-8:40	
M/T/W/R	5:00-7:40		M/T/W/R	6:30-9:10	
M/T/W/R	5:30-8:10		M/T/W/R	7:15-9:50	

On 6/7/17 the EC&C suggested this be discussed at the 8/16/17 FS Retreat.

VIII. New Business

A. Retreat Planning was discussed.

- **Goals**
- **Speakers:**
 1. AVC Jonathan Benjamin-Alvarado (10:30 a.m.) (will stay to hear Chancellor Gold, and then join us for lunch (12-1 p.m.?)
 - Comprehensive analysis of inclusion and equity here at UNO. Part of the process was a contracting external consultants to assess faculty, staff and student responses to focus groups on diversity, inclusion and equity. (15 min presentation, plus Q&A)
 2. Interim UNO Chancellor Gold (11:15 a.m.) (and will join us for lunch) The EC&C thought that just a Q&A session would be appreciated.
- **Timeline/Schedule** was roughed in.
- **Handouts**
 - Catering by HyVee. The members of the EC&C had suggestions for the catering and Sue Bishop will work with HyVee on this. The Mahoney State

Park Functions Manager highly recommended this HyVee as one that does business at Mahoney regularly, outside the main lodge.

- To all Senators who request:
 - August Agenda
 - Minutes (May, June EC&C, July EC&C)
 - Attachments to Agenda (Budget Reports for End of 2016-2017 and July 2017)
- Everyone to Receive:
 - Schedule of Retreat
 - Welcome Letter with Web addresses/links (one page)
 - Chart with Term Endings
 - Parliamentarian Process was not discussed as the Parliamentarian was out of town for this meeting.
 - President Grams suggested that she and Coordinator Bishop work on a one sheet, bullet point page that would explain what the Faculty Senate does and how.
- Each Standing Committee table to have for Breakout Sessions
 - Charges for ALL 6 committees
 - End of year report for individual committees (*at least 5 years*)

B. Adjunct Parking

Although covered in the President's Report, President Grams wanted to be sure to keep this subject on the radar. She tasked the Goals & Direction Committee to look into this. She suggested Senator Arbelaez meet with the Parking/Transit Manager Vanessa Rath to discuss the expense many adjuncts will have opposed to how little they are paid. Some adjuncts teach for one hour three times a week. Senator Arbelaez will also ask some department chairs how many adjuncts they are expecting to use. President Grams asked that this topic also stay on the EC&A agenda.

IX. The meeting was adjourned at 3:26 p.m. with announcements.

X. Announcements

A. EC&A Mtg: Wednesday, July 19, 2017, 2 p.m., EAB 200

B. EC&C Mtg: Wednesday, August 9, 2017, 2 p.m., ASH 196

C. Faculty Senate Retreat: Wednesday, August 16, 2017, 8 a.m. to 4 or 5 p.m., Mahoney State Park, Riverview Lodge

D. EC&A Mtg: No Meeting in August 2017.

E. Board of Regents Mtg: Friday, September 22, 2017, at UNO