

4-4-2018

Executive Committee & Cabinet Minutes April 2018

UNO Faculty Senate

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Wednesday, April 4, 2018, 2 p.m., ASH 196

Members: Adams, Arbelaez, Elder, Grams, Kelly, Landow, Miller, Nash, Robins

Excused: Barone

I. The meeting was called to order at 2:01 by Secretary/Treasurer Landow.

II. The Minutes of March 7, 2018, were approved as written.

III. Officers' Reports

A. President's Report: Senator Grams sent the following letter to all 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,
 Laura Grams

B. Secretary/Treasurer Report: Senator Landow reported

1. 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)**

Res. #	Date Senate Passed	Title	Admin Accept	Sent for Senate Action	Denied / Deferred / In Progress	Final Action/Resolved
4326	2/14/18	Budget Problems & Appreciation	2/21/18			
4323	2/14/18	Freedom of Expression	2/21/18			
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	12/21/16			<i>- SVC Reed says they may need more information. It is a workload issue as much as a compensation</i>

		Summer Compensation	3/15/17			<p><i>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>
			4/19/17			<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>
			1/24/18			<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. 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 member voted to advance the following resolution.

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.

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. Committee members agree to consider proposed changes to the Academic Integrity Policy in their Feb. 28, 2018 meeting.~~

~~(The EC&C dismissed this issue 4/4/17.)~~

~~2. UNO SGA Student Success recommendations (EC&C sent this to A&CA 1/7/18)~~

~~(The EC&C dismissed this issue 4/4/17.)~~

3. 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 10th 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 ER&S 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 Award: \$1,000

Kelly Crook

Undergraduate Awards: \$500 each

Joshua Saddler

Lauren Doeschot

Megan Kahn

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.
- 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 Chung, 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 (draft attached – Pgs 11-12) 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". See attached minutes from that meeting.

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."

PENDING:

- 1. Wellness Fees. 10/2017:** On Mon Sept 18, there was an initial faculty/staff wellness-based incentive program meeting in EAB 202 organized by Dan Shipp. Attending: Dan Shipp, Cathy Pettid, Joe Kaminski, Jeanne Surface, Griff Elder, Cecil Hicks, Carol Kirchner, and Esther Scarpello.

The group met to discuss how UNO could develop and pilot a wellness-based incentive program for faculty/staff. The wellness program needs still to be worked out—both programmatically and financially. But roughly, the idea is that, UNO

would offer a pilot program that would partially reimburse the cost of a Wellness membership based upon member usage and participation in specific wellness program elements. Tentatively, the financial incentive might be as much as a \$100 reimbursement of the \$150 per semester Wellness membership fee. Details have to still be worked out. The working goal is to offer this pilot program starting in January (but if not January, then the following August-2018).

The working group plans to meet every two weeks. The first meeting will discuss the requirements for reimbursement.

I have been asked to put together a Faculty Senate Focus Group that this working group can consult.

**2. Summer Compensation for Grievance Committees. 10/2017 cont.:
RESOLUTION 4279, 12/14/16: Grievance Committees Summer
Compensation**

While most of us are on 9 month contracts, many uncompensated service obligations require summer participation. Members on the committee have their own anecdotal accounts of what we perceive to be a trend. We are hoping to discuss this topic with the AAUP, so that we can begin to connect some of the dots. We have contacted AAUP. The topic is on their agenda for Friday October 6, 2017.

EC&C 3/7/18: We have been asked to look at the policies and procedures for the 3 committees to see if appropriate language could be added to minimize the necessity of these committees meeting during the summer. John Noble has agreed to produce a first draft response.

Administrations proposal is that 9 month faculty committee members will be compensated up to \$500.00 per day (minimum of 1/2 day) when their committee is required to meet. The sense of the committee was that the compensation what fair. Still, we asked that the rationale be written down and shared with us.

We have been asked to contact the AAUP, particularly Mike Peterson, to make sure that the solution that we are crafting is in line with the AAUP contract.

3. Visa Issues: Are they consistent college to college.

(1/10/18: Put on EC&A agenda.)

4. Faculty/Staff Safety Processes. 10/2017 cont.: Dr. Gina Toman has been named Faculty Human Resources Officer and Assistant to the Senior Vice Chancellor. She begins her new role on October 11.

We are interested in the administration developing a website similar to the Student Safety Website.

Note: We felt that the following site makes a good model:
<http://academicpersonnel.unc.edu/faculty-policies-procedures-guidelines/>

We expect Gina Toman will be help us address the request that there be a flow-chart that will help faculty understand and negotiate the many resources that are available: Ombudsperson, EAP person, counseling, BRT, etc. What information is confidential, etc. This “flowchart” may manifest itself in the form of the website mentioned above.

(3/4/18 Info: Academic Affairs is doing a big website development.)

5. Server for Personal Web Pages

Senator Elder reported that last year all faculty across campus lost the server, along with the opportunity to have their own personal web sites, like Math. The Web site may have not been pretty, but it was spot on for other mathematicians to check. Senator Zhong said it now looks odd. Senator Kennedy said we all need

support to get the server back for supporting personal web sites. Anything without branding is gone.

(On 12/13/17 this issue was given to the FP&W Committee.)

(3/4/18: EC&C suggested putting this item on the EC&A agenda. UNL has cloud hosting services.)

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 volunteer 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 28th. 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). 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 to be shared with the full senate.

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).

Discussion at the 4/4/18 EC&C meeting included inviting Senator Adams to present the results of the survey at the next EC&A meeting. The EC&C decided not to include the green cross tabulations (page 13 agenda attachment) in the distribution of the survey by a motion suggested by Senator Grams, with Senator Elder seconding. That motion, which passed, stated, "The survey report should not include page 13 of the attachments, which is contained within the green cross tabulations."

The EC&C asked that there be a response back to the Professional Development Committee after the EC&A meeting.

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.

PENDING: None

V. Other Faculty Senate Committees

A. Faculty Senate Budget Advisory Committee Report: Prof. Hall, Maher, O'Hara did not submit a report.

VI. Ad hoc Committees

A. Ad hoc UNO-UNMC Faculty-to-Faculty Communication and Collaboration Committee: The next meeting will be April 30, 2018.

VII. Non-Senate Committee Reports

A. Transportation & Parking Advisory Committee: 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.

VIII. Unfinished Business

- A. **FUSE/GRACA Resolution:** Senator Elder Moved the following resolution for the Executive Committee, Senator Adams seconded. The resolution will go to the full Senate at next week’s meeting.

RESOLUTION: 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.

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. ~~(11/17) FUSE/GRACA (needs a proposal to object):~~

~~Scott Snyder and Sara Myers sent an e-mail on 11/13/17 with the following information:~~

~~*Due to policy changes directed by the University of Nebraska Central Administration, we have made fundamental changes in the structure and administration of our student funding programs. With these changes, we will no longer be using faculty review panels, as in years past. To review the changes to FUSE and GRACA programs, [please visit our website](#). In addition, our Frequently Asked Questions section has been updated to reflect these changes and can be [reviewed here](#).*~~

~~*3/7/18 EC&C asked to keep this on the EC&A Agenda.*~~

~~*(The EC&C dismissed this issue 4/4/17.)*~~

D. 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.

IX. New Business

A. Review of Informal Procedures were discussed.

1. Representing the Senate:

Adding to her report for the full Senate next week, President Grams will remind senators who are asked to represent the Senate or UNO Faculty as a whole should do so in fulfillment of the Senate's mission (as expressed in its Constitution and Board of Regents policy) to serve as the official voice of and represent the UNO faculty, "guided in its deliberations by the established policies of the board, the interpretation of these policies by the Chancellor of the university, the expressed interests of a responsible and professional faculty, and the ideals of academic freedom and shared governance.

2. During Debate: (suggested for Parliamentarian to discuss at Retreat and September Senate meeting of each year, along with #1)

- a. An important goal is to include in the discussion as many Senators as wish to contribute their ideas. In an extensive discussion, this may mean that Senators are limited to one contribution until everyone else has had an opportunity to address the topic under consideration.
- b. A system of presenting contributions may be utilized where one raised finger indicates the desire to make a limited, brief response to a specific question or point, and a raised hand indicates the desire to contribute a new question or point to the topic under consideration.
- c. Clarification of the nature of discussion may be helpful: Is a specific motion under consideration, and discussion includes debate on the motion: Or is the discussion a request for information or opinions from other Senators, without being attached to a specific motion or proposal.
- d. Members may move for a different form of discussion as is in progress.

3. Communications and Preparation of the Agenda:

The full reports of Standing Committees are included in the EC&C and Senate agendas, but not routinely in the EC&A agenda. Portions of or full reports may

be included in the EC&A agenda. Reports from other committees, ad hoc committees, and so on should be included only after review by the President or other appropriate officer, and may be either included in full or summarized for the purpose of Senate agendas. Informational reports, charts, emails, or other supporting documentation either should be placed in Attachments or referred to with a link to online materials. Full emails normally should not be included as part of any Agenda, unless otherwise specified and approved.

B. Canvas Retention & Completion Calendar: Senator Grams discussed the summer deadline and resources for faculty.

C. Report on UNO/UNMC Collaborations: Senator Grams received a hard copy of a report on this subject from Chancellor Gold on 3/22/18. It was printed in November 2018.

D. Revision of Front-End of Undergraduate & Graduate Catalogs and Possible Representation on Review Committee

The Office of Academic Affairs has been leading a campus-wide effort to revise the front-end of the undergraduate and graduate catalogs. A catalog review committee with extensive representation across campus was established. The approach has been to simplify the catalogs' content and structure. An end of April 2018 deadline has been established for feedback.

E. "Concur" or Travel: Senator Grams noted 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.

F. Faculty Survey: Senator Grams moved, and Senator Elder seconded, a motion to develop a brief survey instrument addressing the first year of the new chancellor, UNO/UNMC, BRT, Student Affairs, and/or International Students.

XI. The meeting Adjourned at 4:10 p.m. with announcements.

XII. Announcements

A. EC&C Mtg: Wednesday, April 4, 2018, 2 p.m., ASH 196

B. Faculty Senate Mtg.: Wednesday, April 11, 2018, 2 p.m., CEC 230/231 (Paul Beck Scholarships to be awarded)

C. EC&A Mtg: Wednesday, April 18, 2018, 2 p.m., EAB 200

D. EC&C Mtg: Wednesday, May 2, 2018, 2 p.m., ASH 196

E. Faculty Senate Mtg.: Wednesday, May 9, 2018, 2 p.m., CEC 230/231 (*Change over meeting*)

F. Faculty/Staff Awards Dinner: (for Outgoing and Continuing Senators)
Thursday, May 10, 2018, MBSC, p.m.

Remaining Schedule for 2017-2018	
EC&C Meetings (Usually 1 st Wednesday of month) (ASH 196)	Faculty Senate Meetings (Usually 2 nd Wednesday of month) (Usually in CEC 230/231)

April 4	April 11
May 2 (4/30 – 5/3 Finals) (Commencement 5/4)	May 9