

10-2-2019

## Executive Committee & Cabinet Minutes October 2019

UNO Faculty Senate

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*Wednesday, October 2, 2019, 2 p.m., ASH196*

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**Present:** Davidson, DeSanti, Garcia, Hale, Kelly, Ostler, Qureshi, Schoenbeck, Surface, Woody

**Excused:** Cast-Brede

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- I. The meeting was called to order** at 2:00 p.m. by Vice President Surface.
  - II. The minutes** of September 4, 2019 received notification of corrections to be made by Parliamentarian Carroll.
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**Guest Speaker:** Candice Batton spoke to freedom of the speech in the classroom. Recent classroom discussions are presenting a gray area for faculty in the classroom. More training is needed to decipher what is freedom of speech and what is deemed as disruptive classroom behavior by students. Candice asked for suggestions on how to present this topic to all faculty. Present faculty suggested workshop(s), panel(s), and for local experts to present the information. Faculty Senate offered to promote the event(s) and will ask for the Academic Affairs Office for promotion of the event(s).

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### **III. Officers' Reports**

#### **A. President's Report:** Senator Hale

September 30, 2019

Dear Colleagues,

I hope this note finds you well. This month's update from Faculty Senate is intended to be thematic. It is the first of several deep dives into areas of focus the senate is working on. This month's theme focuses on actions the senate is taking to make UNO systemically more respectful of your time as faculty. Mindful of irony, I will keep my comments as short and to the point as possible, without loss of context.

#### Context and Challenges

In my time as president and across my time as a UNO Faculty member, I have had the pleasure to serve our students, staff, and community on various committees around our campus.

Observations I've made over this time, in conversations with you, is that we, as a campus, 1) have a lot of committees with sometimes unclear, overlapping, and/or vestigial charges, 2) place unnecessary structural/procedural inhibitors on effective and efficient faculty shared governance, and 3) don't always do a great job of communicating the numerous outcomes of faculty service that positively impact our campus and community.

To keep this discussion focused, I will examine each of these observations point-by-point for clarity and talk about the concrete actions senate is taking on to address the associated problems.

#### Problem number 1: Clarity of governance structure and purpose

First, we have a lot of campus committees. Funny enough, no one I've met on campus can come up with a definitive, fully enumerated, list of campus committees.

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Each year, Faculty Senate - as the representational group that embodies the voice of faculty in shared governance - is tasked with identifying faculty to serve on campus committees. For the past 20+ years, or so I am told, we've been sending out the "yellow sheet" once a year to solicit volunteers for committees. The yellow sheet is a piece of paper with the list of committees senate knows about. The list is kept up-to-date as best as possible, considering that the committees we are matching faculty to do not have administratively mandated direct reporting relationships to the senate. The sheet we send out doesn't include committee descriptions, charges, or expected time commitments because, in many cases the senate doesn't always have access to this information.

This is what I will label "problem number 1: clarity of governance structure and purpose." A component of the problem is that historically units on campus have created committees outside of a process. Without a central registry, committees are often spun-up, spun down, or re-tasked with different charges.

To address this issue, the Faculty Senate has asked Chancellor Gold to work with the business units and vice chancellors on campus to create lists of committees operated from their offices. We've asked that the list includes details such as name, description/charge, composition, membership criteria, and frequency and duration of meeting times. In our September executive officer and administration meeting (EO&A), Chancellor Gold reported that he had already tasked the units as requested and that we would be beginning to receive reports from them on this question.

We will be compiling this data into a repository and creating tools for the senate to keep it up-to-date in the future in partnership with administration that needs and requests faculty service across their domain areas.

Problem number 2: Structural / procedural hurdles to service

The second observation relates to how we go about our committee business and the types of processes and techniques we make use of to ensure time is used effectively.

In a recent 2015 TED talk, Tony Fadell, a famous product designer from Apple who created the iPod, talks about effective design as the art of "noticing small problems," recognizing habituation that acclimates people to a kind of non-optimal normalcy, and re-thinking inefficient solutions for improvement. He says "it doesn't matter what you're doing, if you take a step back and look at all the boxes [ in a process], maybe there's a way to remove one or combine one to make that process much simpler."

This idea very much resonated for me in my observations of shared governance processes. We should strive to reduce the minutiae, because over time each small inefficiency adds up to a large one. Going back to the yellow sheet example: Why collect faculty interest yearly via a paper sheet when we could digitize this? If we digitize this, why not maintain interests year-to-year and let faculty just update them if they change? If we maintain interests, why not also make it easier for senate to manage and keep track of committee membership? Why should we not connect this membership management system to the repository of committee details - so interested faculty can make more informed decisions about service commitments? At the end of this thought process, even this one change could result in hundreds of hours of time saved.

This discussion of improvement also resonates when I think of how we use our meeting time and how we archive the product of our labor. A committee meeting that is one hour long but that uses its time effectively might be both more constructive and less time consuming than a longer, less effective meeting. It is also beneficial for committees to document their efforts so that later committees don't constantly duplicate or reinvent the wheel.

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These are the kinds of questions the senate is asking and working through right now. We are creating a web application to replace the interest survey. We are also thinking about institutional processes that can be improved to make it easier for faculty across campus to serve.

#### Problem number 3: Communications and transparency

A clear hurdle to effective shared governance is participation. Faculty who feel their time is used productively and in a way that produces results for their students, colleagues, campus, and/or community are more likely to find service meaningful - and thereby more likely to serve in the future.

The senate, and campus-level committees, could do a lot better at communicating our mission and the results we achieve through action. This very letter, started by my recent predecessors, is a concrete action undertaken with this intent.

The letter, while hopefully helpful, is not enough. Another action senate is taking in this area is to completely overhaul its web presence to better a) communicate its mission, b) clarify procedures and processes faculty can make use of for issue resolution and representation, c) act as a one-stop-shop for faculty governance information, and d) to report the outcomes of its actions.

We hope to make further announcements as this overhaul proceeds. I would like to give a shout-out to our new Faculty Senate Coordinator Lisa Daubman for her efforts in this space.

#### Other updates

Finally, to ensure you stay up-to-date with happenings around campus, I have aggregated relevant knowledge senate is aware of below.

I will start on a positive note by saying thank you to those that attended the sessions with Virginia Valian. I found her forum, and faculty workshops on diversity and inclusion on campus to be very engaging and insightful. Also, I was happy to see many of you at the Octoberfest event sponsored by Staff Advisory Council and Faculty Senate.

Chancellor Gold, at our recent EO&A meeting, mentioned that the NU President Search is proceeding forward. He reported, in response to questions raised at the recent listening sessions, that there is a diverse pool of candidates and that he expected the so-called “airport interviews” to start soon. In response to senate inquiries regarding the state of the graduate student healthcare status at the NU system level, Chancellor Gold said that central administration has set up a new committee to explore actionable pathways to address costs. The committee is exploring self-insurance or requiring all graduate student participation as potential options for mitigating the increasing plan costs currently being covered by one-time stopgap funding. Chancellor Gold has appointed several faculty members to this committee with expertise in this area.

SVC Kopp reported to the senate that the College of Business Dean search is ongoing and is working towards identification of a candidate short list. The candidates are expected to be announced soon. He also reported, as was sent out to the campus, on the search for the Vice Chancellor of Inclusion. Four candidates will participate in on-campus interviews later in October and November. There is also a new search for an Assistant Vice Chancellor of Curriculum and Programs to better clarify and structure the Academic Affairs office. Finally, as an update to the big ideas signature program proposal process, SVC Kopp reports that pre-proposals were submitted on Oct. 1. Final proposals are due Nov. 25th and are expected to be evaluated by January 6th.

Best Wishes,

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**B. Secretary/Treasurer Report: Senator Davidson**

1. **EO&A:** Meeting was held September 18, 2019 at 2pm in EAB200. Attendees: Batton, Davidson, Ewald, Gold, Kopp, Pettid, Qureshi, Smith-Howell, Toman

1. **Chancellor Gold Updates**

- a. Fall semester enrollment data indicates UNO is down 1.8%. Non-resident, transfer and international students are up. There is an approximate \$185-200,000 deficit. UNO has an increase in credit hours per students which helps make up some of the loss from enrollment. Engagement of staff, faculty, and counselors is imperative.
- b. There is an approximately 20-million-dollar loss because of bottle-neck courses.
- c. NU President Search – There is a diverse pool of candidates and the committee is moving forward with approximately a quarter of the candidates.

2. **SVC Kopp Updates**

- a. College of Business Dean search is ongoing. The committee has selected a short list. 4 qualified candidates will be announced soon.
- b. There is a search for Vice Chancellor of Inclusion. 4 candidates will participate in on campus interviews in later part of October/beginning of November.
- c. There is a search for an Assistant Vice Chancellor of Curriculum & Programs currently underway.
- d. Big Ideas pre-proposals will be collected on Oct. 1, Nov. 25 final proposals will be selected, and evaluation of those final proposals will be done by January 6 so selected proposals can move forward.

3. **Faculty Senate Updates**

- a. Faculty Senate acknowledged support for policy regarding “Naming of facilities & organizational units”.
- b. Faculty Senate acknowledged support of the development of faculty survey on the University of Nebraska acquisition of Crossroads Mall to be sent out to all faculty.
- c. Resolutions were acknowledged.
- d. Campus governance overhaul initiative including (1) Updating campus committee list – charge, composition, reporting structure; (2) Faculty interest surveying and committee matchmaking app; and (3) Faculty Senate website revisions and improved communications. Chancellor Gold recommends that we also get a list of system-wide initiatives/committees.
- e. Non-tenure-track faculty advancement ladder was discussed, and it was suggested a study be done of other universities to see what they are doing.
- f. Retiring faculty information sheet is being created and it was suggested to include Gina Toman in this discussion.
- g. Graduate & International student health insurance - Central administration committee has been set up. Two choices are being discussed: to require it of all students or become self-insured.

**2019-2020 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>
4384	9/4/2019	Resignation & Replacement of Shelly Cooper	9/18/2019			Acknowledged
4385	9/4/2019	GD Committee Replacement	9/18/2019			Acknowledged
4386	9/11/2019	Faculty Grievance Committee	9/18/2019			Acknowledged
4387	9/11/2019	Professional Conduct Committee	9/18/2019			Acknowledged
4388	9/11/2019	UNO Athletics Committee	9/18/2019			Acknowledged
4389	9/4/2019	UCRCA Replacement	9/18/2019			Acknowledged
<b>CARRIED FORWARD</b>						

**4. Treasurer’s Report:** Senator Davidson reported on the September 2019 budget report.

**IV. Standing Committee Reports**

**A. Committee on Academic and Curricular Affairs:** Senator Woody  
9/25/19, 2pm, TAC Leslie Room; Attendance: Nelson, Randall, Siy, Wessling, Woody

**1. Plagiarism**

A memorandum on academic integrity (e.g., evaluation form, plagiarism) was received from Trent Fredericksen. Concern was expressed about how data from student evaluations of faculty was being used. There will be follow-up on this matter, and a report to the FacSen is anticipated.

**2. Teaching Evaluation Form**

The committee also discussed that it does at times feel as if the response rates are used as one of the dimensions of faculty evaluation. Anecdotes were shared about individual experiences and frustration. Siy will draft a memo for the next meeting.

**3. Calea**

Motion for Faculty and Personnel Welfare Committee to take on Calea for UNO.

*No discussion. Motion passes.*

**4. A&S Interdisciplinary Program**

There was discussion, albeit with minimal information, about (1) the forthcoming A&S interdisciplinary program and (2) the need for a report on the progress for accreditation of the UNO law enforcement program.

**5. A description of a proposed Center for Biomedical Informatics Research and Innovation (CBIRI) was received. It was agreed that representatives for the Center would be requested to attend the next meeting of the ACAC.**

**B. Committee on Educational Resources & Services:** Senator Schoenbeck  
9/25/19; Present: M. Davidson, J. Lee, J. Surface, M. Schoenbeck, J. Shaw, A. Zhong

**Paul Beck Memorial Scholarship**

Jean Phillips of Financial Support and Scholarships met with the committee to explain changes accompanying the incorporation of the Paul Beck Memorial Scholarship application process within MavLink.

1. It would no longer be necessary to solicit applications; rather, scholarship applicants with appropriate profiles would be prompted to apply for the Paul Beck Scholarship. Criteria used to determine which profiles are appropriate can be edited if there is a need to update the application criteria.
2. Features within MavLink will provide additional information that might be useful in choosing award recipients. The degree of financial need may be estimated through a combination of FAFSA-reported Federal Financial Need and the numbers and amounts of other awards and scholarships already received. Settings within MavLink will allow the inclusion of applicants whose citizenship status is “other,” and who, as a consequence, do not have a FAFSA Financial Need score.
3. Faculty letters in support of applicants will be solicited and submitted directly through MavLink.
4. Filter functions within MavLink will permit the awarding committee to apply criteria for ranking applicants.

Marlina Davidson has updated the Scholarship application instructions to match the process as it will occur within MavLink.

**C. Committee on Faculty Personnel & Welfare:** Senator Garcia

Senators García, Huq, Helm, and Sim met on September 25 at 11:30; senators Rogers and Kilinc were excused.

We hosted Dr. Gina Toman, Dr. Batton, and Dr. Hein. The FW&P Committee has been trying to address accessibility to all information pertaining to faculty (guidelines, policies, resources, etc.) on UNO’s website. Specifically, we felt the information was dispersed and difficult to find. This issue has been part of FW&P since 2016-2017.

Our conversation brought to light the following:

- a. There has been a major website update since FW&P inquiry started. At the moment, information relevant to faculty is accessed through:
  1. “Academics” tab; and then “Academic Affairs”; and then “Faculty Support”, which houses tabs for Faculty Senate, Center for Faculty Excellence, Faculty Development Fellowships, RPT, Faculty credentials Qualification, Faculty Workload Policy, Collective Bargaining Agreement, AAUP.
  2. “Center for Faculty Excellence” tab will direct the user to “Faculty Resources” tab, allowing access to New Faculty, UNO Faculty Resources, Chairs & Directors, Incident Reporting, Digital Systems, Firefly, ITS Technical Support, Qualtrics.
  3. On the footer of the UNO homepage, under “Popular Services and Resources” there’s an additional link to “Center for Faculty Excellence”.
  4. Part of the Information can also be accessed through My unomaha, under the “For Faculty and Staff” rubric (Center for Faculty Excellence, Policies, Benefits, Campus Safety, Faculty Senate, and a few others).

So, although the information seems to have been *partially* consolidated and it's *fairly simple* to navigate, it is still not visible enough and easy to access. As a user, it still feels you can't find all there is to know in just one place.

FW&P would like to see a tab "Faculty Life" on the UNO homepage, which would allow easy and direct access to all of the above, and maybe more (if we think of recruitment and retention purposes, especially of diverse faculty, there should be further information to be developed –about the area, faculty life, etc.). The fact that such a tab is missing but others like Student Life, Athletics, and Alumni have been included, speaks volumes –faculty concerns are secondary; we are important but "less so" than other constituents.

FW&P would like to discuss within the FS the possibility of submitting a Recommendation that the UNO Webpage be changed to include a "Faculty" tab. If the recommendation passes, it would reach the Executive Council; then the Meeting with the Chancellor; and next the Web Governance.

We also brainstormed a few options, that would provide additional paths to access Faculty Support information if a Faculty tab was not be added to the UNO homage. Dr. Hien and Batton took down notes about them.

*Further Discussion: Senator Garcia is working on a resolution to bring to the upcoming Faculty Senate Meeting regarding relocating a Faculty Resource Link to the top of the unomaha.edu webpage.*

**D. Committee on Goals and Directions: Senator Ostler**

**Attending Senators:** Chen, King, Logsdon, Ostler

**Absent:** Kelly (Excused), Maher (Excused)

**Report on AGENDA Items 9-25-2019:**

**1. Ongoing/Pending Items**

*a. Non-Response Sexual Assault:* The committee reviewed and discussed possible resources both within and external to the university. In particular, we made plans to meet face-to-face with Campus Security and the Behavioral Review Team (BRT) here at UNO to learn how to better leverage current resources. One of the community resources that we will be contacting is the Women's Center for Advancement (WCA) to gain additional insight on developing extended partnerships and overcoming barriers to reporting assault incidences. Because "Non-Response" of assault victims is at the center of this issue, we are currently focusing our information gathering on the centralization and communication of available options both here at UNO and within the community. While the goal is to reduce the incidents of assault, we hope to provide timely information to victims to encourage reporting in a secure and trusted manner, and the immediate start to healthy recovery. At the next meeting of Goals and Directions, we will present our findings and begin to form action items.

*b. Adjunct Instructor (Instructor, Lecturer, Prof. of Practice) Policy:* The committee is currently reviewing a document from Vice Chancellor Kopp's office that overviews existing policy for Adjunct Instructors (in temporary contract positions) and Instructors, Lecturers and Professors of Practice (in annual contract positions) and options for establishing rank and promotion for various levels of instructors. It was noted that we will need to carefully consider changes to any existing policy because of our responsibilities in Collective Bargaining as part of the AAUP process. Eventually we will need to present any changes to an AAUP representative. Any agreed upon changes will need to be part of the entire collective bargaining package rather than considered

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independently. The Goals and Directions committee will be hosting a small panel of adjunct instructors to gather additional information and perspectives to help us in the action phase of this item.

**2. New Items**

*a.* As the university is in the process of Priority Program Identification, the Goals and Directions Committee believes we should engaged as early as possible in this process as it is at the core of our responsibilities as the Goals and Directions Committee. We believe the Faculty Senate should have more information and greater engagement in this process. This item will be discussed in detail at the October Goals and Directions Committee meeting.

**E. Professional Development:** Senator Cast-Brede (*Senator DeSanti was present in Senator Cast-Brede's place.*)

**a. Graduate Assistant Insurance Plan**

- a. Met with Tara White and Amy Forsythe, UNO Insurance Enrollment Specialists who work with the student insurance enrollment. Plan is with UnitedHealthCare, covers health, dental, and prescription drug coverage.
  - 1. 2018-2019 had a high loss ratio due to increased number of claims
  - 2. Premium rates increased 18%
  - 3. Students' out of pocket stayed the same (\$2,200)
- b. Graduate Assistants Contract includes credit to help with insurance
  - 1. 79% credit paid for by the department
  - 2. 21% paid by students (\$278.38 for fall; \$375.83 for spring/summer)
  - 3. Grad assistants have the option to enroll or decline
  - 4. International grad assistants must enroll
- c. Possible actions to address increasing rates
- d. Kevin Harford (Central Administration, VP for Business & Finance) has hired consulting firm Gallagher to review the plan for possible solutions
  - 1. Looking to increase enrollment in the student plan to manage rates.
  - 2. Possible options to increase enrollment
    - a. Improved communication with students. Many do not realize that there is a student insurance plan.
  - 3. Make all full-time students enroll. They can decline if they have proof of other insurance. UNMC already automatically enrolls students in insurance plan.
- e. **Next step:** What peer institutions were considered? Meet with Kevin Harford regarding solutions.

**F. Committee on Committees:** Senator Qureshi

**a. RESOLUTION 4390: Academic Freedom & Tenure Committee**

Motion from Committee on Committees. In accordance with Article VIII.B.1 of the Faculty Senate Bylaws, the ballot distributed to all faculty for election to the Academic Freedom and Tenure Committee shall include the following nominees:

- 1. two tenured faculty members to be elected from the following four nominees to serve three-year terms from October 16, 2019, through October 19, 2022, to replace Anne Fruhling (IS&T) and Janice Rech (A&S), whose terms will expire,

Matt Germonprez (IS&T) (71 For)

Robin Gandhi (IS&T) (108 For)

Carol Ebdon (CPACS) (141 For – Elected)  
Chris Allen (CFAM) (151 For – Elected)

2. one tenured faculty member to be elected from the following two nominees to serve a one-year term from October 16, 2019, through October 21, 2020, to replace Laura Grams (A&S), who will be on sabbatical for the academic year 2019-2020,

Lisa Scherer (A&S) (139 For – Elected)  
Adrian Duran (CFAM) (103 For)

3. and one untenured faculty member to be elected from the following two nominees to serve a three-year term from October 16, 2019, through October 19, 2022, to replace Vivien Marmelat (HPER), whose term will expire

Tenace Kwaku Setor (IS&T) (67 For)  
Miriam Kuhn (ED) (174 For – Elected)

*No objections. Resolution 4390(1-3) passes.*

**V. Other Faculty Senate Committees**

**A. Faculty Senate Budget Advisory Committee Report:** Ebdon, Eesley, and Hall

**B. Ad hoc UNO-UNMC Faculty-to-Faculty Communication and Collaboration Committee:**

Senator Kelly

Per Senator Kelly, No Report.

**VII. Non-Senate Committee Reports**

Senator Qureshi gave a report from the September 20th AAUP Meeting.

1. Non-tenure Track Ladder
  - a. Non-tenure faculty promotions will utilize the faculty contract over the Board of Regents contract.
2. Senator Qureshi invited Senator Ostler to speak at the next AAUP Meeting.
3. Merit Pay
  - a. A survey is being conducted to other universities.
  - b. Limited funds are made available for merit pay.

**VIII. Unfinished Business**

**A. Ombuds Interaction with Faculty Senate**

1. From Shereen Bingham: The most important exploratory discussion from my perspective would be focused on the question of whether the Faculty Senate has an interest in ensuring that the role of Ombuds Services Director will continue to be a tenured faculty member after I leave the role. (Prior to my involvement, there was no director role and the three ombudspersons reported to Charlotte Russell.) If the answer to this question is “yes,” then there would be further discussion. I would like to hear ideas that FS members might have about methods, process, or procedures. If the answer is “no” (i.e., if the FS doesn’t care whether the director of ombuds services is a staff member vs. a tenured faculty member) then that information will also be of value.

The “terms of reference” that I submitted to BJ Reed and Chancellor Gold about a year ago was never officially approved, but it includes the following statements which are pertinent:

“Ombuds Services shall comprise a network of three or more University Ombuds selected from the current UNO faculty and staff who are employed in different academic and

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functional areas of the University. The appointed individuals shall serve as Ombuds while maintaining their other employed positions at UNO. One Ombuds, preferably a tenured faculty member, shall also hold the position of Director of Ombuds Services.” (italics added)

“The Ombuds shall receive stipends for their service and the Director of Ombuds Services shall receive a course reduction of one course per semester to fulfill the duties of the position.”

“When the position of Director of Ombuds Services is vacant, the Chancellor and the Senior Vice Chancellor for Academic Affairs shall establish procedures to fill the position as described in Section 2.15 of the Bylaws of the Board of Regents of the University of Nebraska, <https://nebraska.edu/-/media/unca/docs/board-of-regents/board-of-regents-bylaws.pdf?la=en> .”

*Postpone, no opposed, motion passes.*

## **B. Policies Under Review**

- a. Royalty Distribution Policy** - [https://www.unomaha.edu/news/2019/09/proposed-new-policy-royalty-and-equity-distribution.php?utm\\_medium=email&utm\\_source=newsletter&utm\\_campaign=mavdaily&utm\\_content=today](https://www.unomaha.edu/news/2019/09/proposed-new-policy-royalty-and-equity-distribution.php?utm_medium=email&utm_source=newsletter&utm_campaign=mavdaily&utm_content=today)

*Move to be considered by Faculty Senate. Motion passes.*

## **C. Crossroads Mall Acquisition**

*No action.*

## **D. Revamp campus-level committee structure and processes**

4. Form an ad-hoc committee in senate charged with overhauling the campus committees to increase faculty representation on key decisions and reduce bureaucracy

*No action.*

## **E. Increase faculty participation in shared governance**

1. Revamp the faculty senate web presence
2. Overviews for resolved issues with problems, actions, and outcomes
3. Work with committee overhaul group to minimize items on the “yellow sheet.”

*No action.*

## **IX. For the Good of the Order**

### **X. New Business**

#### **A. Censure Bylaw Changes**

1. AAUP is in support of changes.

*Move to next Faculty Senate Meeting as Resolution. Motion passes.*

#### **B. Travel policy per diem and proactive payments issue**

*Moved to Faculty Personnel & Welfare Committee, per Senator Hale.*

**C. REACH Suicide Prevention Program**

1. Senator Surface proposed this program to the Executive Council to initiate senate interaction with the program. Cathy Pettid will be invited to the next Executive Council Meeting to discuss further.
- 2.

*Motion for Executive Council to take on business item. No opposed. Motion passes.*

**D. Wellness Committee**

1. Senator Surface proposed for the Wellness Committee to fall under Faculty Senate Committees, “yellow sheet committees.”
2. Senator Hale will discuss further with Sacha Kopp at the EO&A Meeting later this month.

*Motion for Executive Council to take on business item. No opposed. Motion passes.*

**XI. The meeting adjourned** at 3:53 p.m. with announcements.