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Executive Committee & Cabinet Minutes April 2020

UNO Faculty Senate

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**2019-2020 Executive Council
Minutes
Wednesday, April 1, 2020
Virtual Meeting**

Members: Cast-Brede, Davidson, Hale, Helm, Ostler, Qureshi, Schoenbeck, Surface, Woody

I. The meeting was called to order at 2:00 p.m. by Senator Surface.

II. The minutes of March 4, 2020 were approved as submitted.

III. Officers' Reports

A. President's Report: Senator Hale

President Hale reported he has been on many Zoom meetings regarding planning efforts. He thanks the administration and NU level administration for all they have put into place, such as access to paid time off. Faculty have been emailing various questions to President Hale and he has forwarded these questions to Academic Affairs. Some issues that have come up with faculty include accessing content, notetaking, protection of video content, student privacy, and faculty privacy. Additionally, the May Commencement will not be in person. Instead it will be held on an online platform and digital diplomas will be dispersed. Dr. Gold will speak during the online commencement. Students will have the option to attend the in-person December 2020 Commencement. Lastly, 215 faculty have signed up on the cHarmony app.

B. Secretary's Report on EO&A Meeting: Senator Davidson

1. EO&A Attendees: Kopp, Smith-Howell, Surface, Qureshi, Hale, Kamm, Pettid, Davidson
2. COVID-19 Response procedures were discussed and the impact on university faculty, staff and students. SVC Kopp acknowledges all of the great work, many faculty around campus are doing to keep things running.
3. Meeting adjourned at 2:55pm.

Res.#	Date Senate Passed	Title	Admin Accept	Sent for Senate Action	Denied/Deferred/In Progress	Final Action/Resolved
4399	3/16/20	Temporary Emergency Attendance Policy	3/17/20			Acknowledged
4400	3/16/20	Professorship Committee	3/17/20			Acknowledged
4401	3/16/20	Temporary Arts & Sciences Replacement Senator	3/17/20			Acknowledged

C. Treasurer's Report: Senator Davidson reported on the March 2020 budget report.

IV. Standing Committee Reports

A. Committee on Academic and Curricular Affairs: Senator Woody

1. No meeting. No report.

B. Committee on Educational Resources & Services: Senator Schoenbeck

1. The committee worked via e-mail this month. We reviewed 63 applicants for the Paul Beck Memorial Scholarship. Given the funds available, we decided to award eight applicants – six undergraduates and two graduate students – at the amount of \$500 each.
 - Undergraduate awardees:
 - Sydney Bonta
 - Sofia Cormack
 - Isaac Hiebert
 - Justin Krug
 - Claire Redinger
 - Margarita Rodriguez
 - Graduate awardees:
 - Brittany Kohl
 - Zachary Smrcina

C. Faculty Personnel & Welfare Committee: Senator Helm

1. Restroom Issues

- a. In the weeks prior to the two-week spring break, the Committee was contacted by several UNO faculty regarding the cleanliness and upkeep of campus restrooms. The specific reports were forwarded from the Committee to Custodial Services. Following a discussion with the Manager of Custodial Services the specific issues were immediately addressed. The Committee was also educated in how the University has implemented a Covid-19 plan for cleaning the Campus. As of the week of March 9th, restrooms were being cleaned early in the morning and “Touch Points” were being cleaned repeatedly throughout the day.

2. HR, Ombuds and BRT

- a. Following information received from several faculty concerning outcomes related to personnel complaints filed with Human Resources, the Behavioral Review Team and the Ombuds Service, the Committee agreed to research the related procedures and solutions.

D. Committee on Goals and Directions: Senator Ostler

1. Ongoing/Pending Items

- a. With the broad responsibility and response to the COVID19 university issues, the members of the Goals and Directions Committee have suspended looking into options for the advancement of Non-tenure track faculty as it relates to collective bargaining. We will continue to explore options for advancement outside the contract agreement for adjunct faculty, as well as full time faculty to the extent that those options are allowed within the current contract structure. This suspension includes the parallel work with the Ad Hoc Committee on Faculty Advancement.

2. Solar Feasibility

- a. The Solar Feasibility study conducted by Dr. Bing Chen has been

forwarded to the Chancellor's office and is under review as time allows.

E. Professional Development: Senator Cast-Brede

1. Student Health Insurance Plan: We will continue to monitor next year as a new committee is formed.
2. Campus Policy Regarding Bringing Children to Work:
 - Committee solicited feedback on the draft policy from Staff Advisory Council, Chancellor's Commission on the Status of Women, and WiSTEM Pro^2.
 - Incorporated feedback into the policy (attached / changes are in red) (agenda attachment – pg. 11)
 - Committee plans to continue looking into emergency daycare services
 - Committee presenting the following resolution:

RESOLUTION: Change to Children in the Workplace Policy

WHEREAS, the University of Nebraska at Omaha's Children in the Workplace policy requires advance approval from a supervisor before a UNO employee may be bring a child to work due to unavoidable circumstances;

WHEREAS, many unavoidable circumstances, such as snow days and daycare cancellations, provide little advance notice so that a UNO employee would have little time to contact their supervisor;

WHEREAS, certain employee groups, such as single parents and those of low socioeconomic status, are especially burdened by these circumstances, thus raising concerns of equity;

WHEREAS, the UNO Chancellor's Commission on the Status of Gender Equity, the UNO Staff Advisory Council, and the UNO WiSTEM Pro^2 organization have submitted positive feedback on the proposed policy;

BE IT RESOLVED, that the UNO Faculty Senate does hereby recommend and endorse the attached Children in the Workplace policy for adoption on the UNO Campus.

3. Lactation Policy:
 - Committee solicited feedback on the draft policy from Staff Advisory Council, Chancellor's Commission on the Status of Women, and WiSTEM Pro^2.
 - Incorporated feedback into the policy (attached / changes are in red) (agenda attachment – pgs. 12-13)
 - Committee presenting the following resolution:

RESOLUTION: Adoption of Lactation Policy

WHEREAS, UNO does not have a campus wide policy to provide accommodations for lactating and breastfeeding mothers;

WHEREAS, a limited number of buildings on the UNO campus have dedicated space for lactating mothers;

WHEREAS, Section 7 of the Fair Labor Standards Act (amended March 2010) requires employers to provide nursing mothers break time to express breast milk

WHEREAS, the American Academy of Pediatrics (AAP) recommends breastfeeding for infants in the first six months and with a mixture of solid foods up to age three;

WHEREAS, the UNO Chancellor's Commission on the Status of Gender Equity, the UNO Staff Advisory Council, and the UNO WiSTEM Pro^2 organization have submitted positive feedback on the proposed lactation support policy;

BE IT RESOLVED, that the UNO Faculty Senate does hereby recommend and endorse the attached Lactation Support for Nursing Mothers Policy for adoption on the UNO Campus.

(Letter: CCSGE Faculty Senate Policy Endorsement March 2020 – agenda attachment – pg. 14)

Senator Cast-Brede did receive an email from SAC and they would like to vote on the policy at their April 14th meeting. They have a concern as to if this policy is exclusive to all staff. Additionally, once the policy is passed by SAC and Faculty Senate, the policy will still go through the traditional policy review process.

Motion to definitely postpone IV.E.2 and IV.E.3 items to the following Executive Council Meeting. Seconded. Motion passes.

F. Committee on Committees: Senator Qureshi

1. This committee would like to thank Matt for his hard work on the cHarmony app and for walking us through the admin section of the App. Further to our meeting, here are the selections of committee categories per committee member:
 - Academic and curricular Affairs Committee – Amy
 - Educational Res and Services- Timi
 - Faculty Personnel and Welfare – Tej
 - Goals and Directions- Howard
 - Professional Development –Derrick
2. Here is what we will be doing:
 - a. Now – April 1st – Each member will check the committee membership for

the committees in their category. See: <https://www.unomaha.edu/faculty-senate/faculty-committees/index.php> . Please add the members of the committees to the committees on the App. Matt will be sending an email out to all the committee members to ensure that they are on the App.

- b. April 1st-22nd For vacant positions or for the positions with terms ending, Committee members will add people who have expressed interested in serving on the committees in their list/category. They will email the new committee members letting them know that they have been selected to serve on the committee for the term that is indicated for the vacancy. We ask that they respond to our emails by confirming their intention to serve on the committee you assigned them. This committee will meet over zoom on April 22nd to wrap up any remaining vacancies or issues that may remain.

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

C. Ad hoc Committee on Faculty Advancement: Senator Ostler

VI. Non-Senate Committee Report(s)

VII. Unfinished Business

A. Wellness Committee

1. Senator Surface proposed for the Wellness Committee to fall under Faculty Senate Committees, “yellow sheet committees.”

VIII. For the Good of the Order

IX. New Business

A. RESOLUTION: Recording of Classroom Activities

WHEREAS All courses are moving temporarily online

WHEREAS Students are adjusting to a different modality of learning online and may struggle to take notes on synchronous video calls or class lectures.

BE IT RESOLVED THAT Faculty Senate recommends that all faculty make course audio/video materials available to their students when available. As part of this recommendation, faculty are encouraged to record and make available their zoom sessions and other synchronous class content.

Faculty are also encouraged to advise their students about digital etiquette, or “Netiquette”, best practices for the responsible and respectful use of class-related audio/video materials. Netiquette is important for protecting academic freedom and the privacy of other students in the class.

AND BE IT RESOLVED THAT Faculty Senate endorses the attached temporary policy on recorded audio to be adopted by the UNO campus to protect faculty intellectual property and ensure proper online etiquette procedures are followed by students.

Motion to move to Faculty Senate meeting. No opposed. Motion passes.

B. Interim Policy: Recording of Classroom Activities

2nd paragraph - Notify students in advance – bold the text

Motion to move to Faculty Senate meeting. No opposed. Motion passes.

Senator Davidson suggested faculty visit the following link to learn how to keep their Zoom meetings secure. <https://unomaha.instructure.com/courses/33506/pages/keep-zoom-meetings-secure>

C. Assistive Note Taking Device Agreement

X. The meeting adjourned at 2:48 p.m. with announcements.