Presentation: Sustainability Master Plan (Patrick Wheeler, Environmental Advocate/Sustainability Champion; Jonna Holland, Sustainability Committee Chair; Katie Bishop, Sustainability Committee member/Faculty Senate Liaison; Daniel Lawse, Verdis Group)

Present: M. Bacon, Cast-Brede, Harden, Holley, Kwak, Morris, Parnell, Scherer, Sollars

Excused: Mitchell

I. The Meeting was called to Order at 2:26 p.m. by Vice President Holley.

II. The Minutes of October 1, 2014, were approved.

III. Officers’ Reports

A. President’s Report: Senator Scherer

1. Report to all Faculty: (e-mailed 10/24/14) (September/October 2014 edition)

Dear Faculty Colleagues,

The UNO Faculty Senate has been very busy working on our strategic plan in addition to addressing a variety of issues for the great good of the UNO community. As the improvement of communication and faculty voice is a critical goal, we would encourage you to please contact one of us if there is an issue you would like us to address. The faculty senate picture with names of the senators is listed below and attached is the contact information for each senator; in addition, I have attached the college liaisons, a new initiative to facilitate information flow to and from the faculty senate. Finally, we are working to enhance the communication between university committees and the Faculty Senate and are asking one faculty member to serve as a communication liaison to the senate. Please respond to our Rules Chair, Amy Morris, if and when she emails you asking your committee for a faculty liaison volunteer. To minimize liaison time commitment, we have developed a short update committee template which Dr. Harvey Siy then converted to an online report that can be submitted with any hand held device or computer.

I have attached my report summarizing faculty senate activities for September and October. It includes a summary of the following: Interim President Linder’s Presentation to the Faculty Senate on October 8, updates on the Automated Course Evaluations, frequency of Chancellor’s Council meeting, Title IX changes and sexual misconduct, Communities of Practice, Open curriculum meetings,
Library storage and disposal discussions, textbook update, and faculty senate resolutions.

Finally, we encourage you to complete your United Way cards and send them in, even if you do not want to participate. If you need an additional card, please email Dan Gilbert dmgilbert@unomaha.edu or Pedro Okoruwa pokoruwa@unomaha.edu and they will get you more cards. From what faculty have mentioned to me, they would prefer to have an online option as well as a paper version so I will pass this along to the appropriate staff.

I. Faculty Senate President’s Report
   A. President Linder and NU Board of Regents Issues
      ➢ Interim NU President Linder was the guest speaker at the UNO Faculty Senate meeting on Oct. 8th in the UNO Community Engagement Center.
         o President Linder presented an update of the NU President’s search, noting that the four finalists will soon be identified and interviewed and perhaps publicly announced by January 2015. He also reiterated that he was NOT seeking the appointment. He also spoke briefly about the 2015-2017 budget and added that he believes that the new senators seem to be very supportive of the University of Nebraska campuses.
         o The FS Executive Committee prepared and sent in advance five questions for President Linder to address. There was much discussion of the merging of CEEN into Electrical Engineering and the continued stance of the UNO Faculty Senate to protect the engineering education of UNO-based students and the research endeavors of the UNO-based engineering faculty in Omaha.
         o A second topic was the implications of the growing percentage of part-time versus full-time faculty members around the country (UNO stands at approximately 50% full-time and 50% part-time faculty based on the most recent report of the UNO Office of Institutional Effectiveness and confirmed by VC of Academic Affairs Reed).
         o A third topic was a discussion of UNO’s strengths and how to leverage them, with President Linder commenting that UNO has the best chance to lead the NU system in areas of Information Technology and Entrepreneurialism in conjunction with university-wide priorities – e.g., Early Childhood Education, online education, etc. He noted that he had read preliminary reports on the proposed new Urban/Metropolitan Priority which would include most, if not all, of the UNO campus and thought that was also intriguing but not yet fully developed.
         o Fourth, he referred to and was complimentary of a UNO Strategic (Student) Recruitment Plan that was recently developed. Finally, the discussion of tenure was broached with President Linder reporting that tenure was being re-examined across the U.S., though he mentioned nothing specifically about the NU system.
         o President Linder spent almost an hour with the UNO Faculty Senate and listened carefully to the questions of the senators and responded thoughtfully and with respect. We appreciate his time
and his approach.

- A sub-goal of the UNO Faculty Senate’s Communication Priority Goal is to enhance communication among the faculty senates at the four NU campuses. Toward that end, the faculty senate presidents and executive committees are regularly communicating and sharing ideas and best practices with one another. Toward that end, UNMC Senate Vice President, Darwin Brown, was welcomed as our guest at the last UNO faculty senate meeting to observe our proceedings.

- Board of Regents Meeting (September). The BOR is working on the 2015-2017 budget and commented on the greater uncertainty regarding the budget for 2016-2017 compared to 2015-2016. In addition, there were several presentations on proposed capital projects to be requested from the state legislature. The package represents request for one-time state dollars. The proposed projects are listed below:

B. Internal UNO Issues

- **Automated Course Evaluations (ACE) update.** The Senate Committee on Academic and Curricular affairs met with Paul Barnes and Hank Robinson on September 24th. As there are multiple groups involved in the process (technology committee, Excellence in Teaching Committee, Faculty Senate, etc.), it is suggested that various representatives meet and address the following issues over which there remains confusion: 1. Are faculty required to use ACE or can departments or deans allow faculty to continue to use paper versions of the same evaluation tool with some mechanism for scanning them at the local level? Relatedly, are untenured professors able to use paper versions as just described to enhance the response rate? 2. Are the student evaluations anonymous?

- **Communication with both UNO Academic & Student Affairs as Business & Finance constituents via the Chancellor’s Council.** Concern of the Faculty Senate Executive Committee about the impact of potentially dramatically reduced frequency of Chancellor’s Council Meetings on the ability of the Faculty Senate to be engaged in university governance in a timely and informed manner. A proposal coming from some members (not the chancellor) of the Council suggested a once a semester meeting rather than a monthly meeting. It was felt that, of the governance meetings in which the faculty is represented, this meeting has provided the most comprehensive picture of UNO activities as both the Academic and Student Affairs groups as well as those under Business & Finance are represented. The Senate could not determine an alternative method for being abreast of activities across the entire campus, particularly the activities of units not under the academic & student affairs. TA compromise was reached to the satisfaction of all parties: Chancellor’s Council meetings will now occur twice a semester or as needed

- **Title IX, Sexual Misconduct, Campus Safety.** There is some confusion about processes to address student, faculty and staff concerns about Title-9, safety, sexual misconduct. The Senior Vice Chancellor and the VC Student Affairs and others have begun to address these problems, and the Senate is providing advice and assistance by meeting with key stake holders, integrating information and advising appropriate members of the administration. We are working to provide active assistance to develop/coordinate appropriate
language for “standard” use in course syllabi so that students may be informed of these processes. Further, we would like to integrate all

- **Communities of Practice.** Vice Chancellor BJ Reed reported that there are as many applications for the Communities of Practice as there were for teaching circles and research triangles. The Faculty Senate believes that the latter stage compromise language helped, and it appreciates administration working with us on this issue; however, we would prefer better communication and earlier notice of planned changes affecting faculty, if not dialogue about these changes. Compromises reached: No limit to the number of people in the group. Part-time faculty members/instructors can be included in the group. The money allotted is a fixed amount to the group and can be divided as the members see fit, if members have contributed. Finally, each group is accountable to producing an outcome of some kind or making the case for intermediate outcomes leading to an outcome on a grander scale.

- **Open Curriculum Approval Meetings.** The Faculty Senate encourages all committees approving curriculum and academic programs, both at the college and university level, to have open meetings and conversations with faculty proposing new courses, programs and other initiatives to facilitate mutual understanding and clear feedback.

- **Library Storage and Disposal of Materials.** The Educational Resources Committee met with Dean Shorb to discuss policies regarding the elimination of material and to determine whether there was a mechanism for departments to house materials slated for elimination. The issue came to the attention of the faculty senate via a complaint from the chemistry department. However, this issue has implications for all departments on campus and reflected a potential communication issue between the library and departments, noting that communication improvement is a major goal of the Faculty Senate. The following points came from our discussion:
  1. The library receives approximately 10,000 new materials each year. Because of limited space, the library must periodically eliminate material.
  2. The library, by law, cannot sell or donate books to other libraries.
  3. The library ensures that a digital version is available of major materials (such as multivolume sets and journals) that are removed.
  4. Regarding journals and collections, the library attempts to check with departments to determine if they want to house these materials. However, the library cannot realistically check with departments on every single book removed.
  5. Departments are encouraged to identify a specific faculty member to serve as a liaison to the library and work closely on these issues with their assigned subject librarians. Faculty are encouraged to put important materials on reserve. A list of librarians assigned to each department is available on the UNO library website at http://library.unomaha.edu/information/specialist.php

- **Textbook Update.**
  ISSUE: In August, the Faculty Senate discovered there was a new organization of the textbooks with the text arranged by last name of the first author rather than by courses within departments, a change that had not been communicated to campus.
FACULTY SENATE ACTIONS TAKEN:

➢ In cooperation with others, we alerted UNO offices of student affairs and business and finance, deans, department chairs, advisors and other key personnel, who, in turn, communicated in various ways and repeatedly to the students to ensure that students were prepared with their list of course texts rather than merely their schedule before going to the bookstore.

➢ Worked with the bookstore staff to increase the number of computers and printers available in the bookstore for students to access their textbook lists on MavLink (originally there had only been one computer and printer)

➢ Spoke with bookstore staff to determine the impetus for change
  o Noteworthy: Bookstore staff were very apologetic for the lack of communication
  o Impetus for Change:
    ▪ Bookstore staff attended a conference where alpha order of texts was suggested as best practice
    ▪ Some universities finding that alpha order helped particularly freshmen locate their textbooks (e.g., BYU, Idaho State, U. of Arizona)
    ▪ UNO bookstore staff indicated that their staff generally spends considerable time helping freshmen locate their textbooks and reported that the alpha order layout of the textbooks this year facilitated underclassmen locating their texts. They also indicated that freshmen and sophomores comprise the largest percentage of in-store consumers of texts as upperclassmen and graduate students tend to order their texts online from other sources.

➢ Spoke with Student Senate President who reported that students she had spoken with all ordered their texts online and were indifferent to the layout. This group of students, primarily upperclassmen, was upset that there was not in-store pickup of ordered books (as there is at UNL, UNK, and UNMC) which resulted in high shipping fees to their place of residence.

➢ Later meetings with the bookstore indicated that the bookstore transitioned to in-store text pick up due to demand.

➢ Key Questions: Will the UNO bookstore ensure in-store text pick up which students strongly prefer and negates the organization of the textbooks from their viewpoint

➢ Note that this is the first year that the UNO bookstore had online ordering options as well a competing vendors listed on their website

➢ FS spoke with multiple faculty who indicated two more problems with the bookstore software which have been resolved. Finally, FS recommended an online ability to browse for texts by discipline and course.

RECOMMENDATION OF FS PRESIDENT: Support the current organization of the textbooks as underclassmen students find this organization to be easier and upperclassmen and graduate students are indifferent as they tend to order online. However, this recommendation is contingent on the bookstore allowing in-store textbook pickup for our students.

C. Faculty Senate Initiatives
➢ Strategic Plan for Faculty Senate. Faculty Senate progress toward developing a Strategic Plan – Ad Hoc committee will draft a plan based on inter alia Faculty Senate Retreat analysis, responses to Faculty Survey and Student Surveys, and new issues unfolding external and internal to UNO.

➢ Faculty Senate progress toward strengthening esprit de corps – update. Group picture taken by Tim Fitzgerald in the CEC just before Senate meeting with President Linder, and Senators urged to attend UNO “Spirit” events and especially to attend the Chancellor’s Oct 29th State of the University address.

➢ Faculty Senate progress toward improving internal processes – update.
  o Guidance provided to Faculty Senate Strategic Priority Action Groups regarding communicating their progress and role of Goals and Directions Committee defined.
  o Faculty Fellow and Senator Juan Cases, in cooperation with the Office of Academic and Student Affairs, is conducting an inventory of UNO committees to determine which committees do not have faculty represented and which committees have faculty but are without a faculty senate liaison. Progress on Blackboard space for Faculty Senate onboarding, training and enhanced collaboration. This effort is to enhance communication.
  o To improve communication with university committees and faculty senate, the Communication Strategic Planning Subgroup developed a brief committee update form which then Harvey Siy converted to an online delivery format (thank you Harvey!). Updates to the Senate from all university committees can be entered by designated faculty via any device as well as by more traditional email methods. The UNO Student Senate is interested in utilizing a variation of this online update as well.

Initial Committee Information Update Link: https://docs.google.com/forms/d/11YXUAOdQwjdZ2so2U-hFi44BXVAAW1lCvrwhnpHP7lk/viewform

Monthly Update Link https://docs.google.com/forms/d/16fngMC2sDltoJTjtN9xMWRRia1GZBI RV8_UGqr3ZLM/viewform?edit_requested=true

➢ Faculty Senate Survey of Faculty Update: Need to develop action plans and work within FS as well as with administration to determine appropriate UNO groups to tackle the issues raised. Need to determine which of the issues raised should be included as goals within the Faculty Senate Strategic Plan.

➢ Student Survey Update: Though still in progress, we have identified the top three student appreciations and top three student concerns regarding their educational experiences at UNO in addition to top three appreciations and concerns regarding non-educational experiences at UNO. These will be reported at the meeting.

➢ The Faculty Senate President will be presenting at the Student Senate meeting on Thursday, Oct.16, at 7 pm in the Dodge Room at Milo Bail.

D. Summary of Resolutions Passed

BS in Biomechanics

Appreciation for Mike Connelly and UNO Office of Military and Veterans’ Affairs
Appreciation for Holly Miller and group responsible for new faculty orientation
Request Chancellor Christenson to resume regular meetings of the Chancellor’s Council.

2. **Office of Academic & Student Affairs Leadership Group:** As of October 30, 2014, it has been updated to July 3, 2014.  

**B. Secretary/Treasurer’s Report:** Senator Cast-Brede

1. **EC&A:** October 15, 2014  
   **Present:** M. Bacon, Cast-Brede, Christensen, Conley, Holley, Morris, Scherer, Sollars  
   **Absent:** Castilow, Reed, Smith-Howell,

**I. Resolutions**

A. The Chancellor acknowledged the following Resolutions completed at October 8, 2014, Faculty Senate Meeting:  
   - **RESOLUTION 4166, 10/8/14:** Chancellor acknowledged Appreciation for Mike Connelly and UNO Office of Military and Veteran’s Services  
   - **RESOLUTION 4167, 10/8/14:** Chancellor acknowledge Appreciation for Holly Miller, Nancy Meyer, Brandy Klipfel and the UNO Center for Faculty Excellence Team for Their Outstanding Efforts and Programming in Welcoming and Orienting New Full-Time Faculty, New Adjunct Faculty, and New Graduate Assistants  
   - **RESOLUTION 4168, 10/8/14:** Chancellor changed the meeting to twice a semester from once a semester That the Chancellor’s Council Monthly Meetings be Restored  
   - **RESOLUTION 4169, 10/8/14:** Chancellor acknowledge BS in Biomechanics  
   - **RESOLUTION 4170, 10/8/14:** Chancellor acknowledged appointments Academic Freedom & Tenure Committee  
   - **RESOLUTION 4171, 10/8/14:** Acknowledge appointment Faculty Senate Liaison to Center for Faculty Excellence Advisory Committee

**II. Topics Discussed**

A. Faculty Senate Topics (President Scherer)
   1. **BOR**
      a. Interim NU President Linder was the guest speaker at the UNO Faculty Senate meeting on Oct. 8th  
         - President Linder presented an update of the NU President’s search, noting that the four finalists will soon be identified and interviewed and perhaps publicly announced by January 2015  
         - Answered five questions sent in advance
o Merging of CEEN into Electrical Engineering and the continued stance of the UNO Faculty Senate to protect the engineering education

o growing percentage of part-time versus full-time faculty members around the country (UNO stands at approximately 50% full-time and 50% part-time faculty based on the most recent report of the UNO Office of Institutional Effectiveness and confirmed by VC of Academic Affairs Reed

o A third topic was a discussion of UNO’s strengths and how to leverage them, with President Linder commenting that UNO has the best chance to lead the NU system in areas of Information Technology and Entrepreneurialism in conjunction with university-wide priorities – e.g., Early Childhood Education, online education, etc. He noted that he had read preliminary reports on the proposed new Urban/Metropolitan Priority

o President Linder was complimentary of a UNO Strategic (Student) Recruitment Plan that was recently developed (Faculty Senate requests a copy of this plan).

b. UNMC Senate Vice President, Darwin Brown, was welcomed as a guest at the last UNO faculty senate meeting as part of UNO Faculty Senate’s Communication Priority Goal is to enhance communication among the faculty senates at the four NU campuses.

c. The BOR is working on the 2015-2017 budget and commented on the greater uncertainty regarding the budget for 2016-2017 compared to 2015-2016. In addition, there were presentations on three of the six proposed capital projects to be requested from the state legislature.

2. Internal
   a. Automated Course Evaluations (ACE) update.
   b. Communication with both UNO Academic & Student Affairs as Business & Finance constituents via the Chancellor’s Council.
   c. Title IX, Sexual Misconduct, Campus Safety
   d. Communities of Practice
   e. Library Storage and Disposal of Materials.
   f. Textbook Update

3. Faculty Senate Initiatives
   a. Faculty Senate Resolutions Passed since the Last EC&A Mtg. and Resolution Log
   b. Strategic Plan for Faculty Senate. Faculty Senate progress toward developing a Strategic Plan – Ad Hoc committee will draft a plan based Faculty Senate Retreat analysis, responses to Faculty Survey and Student Surveys, and new issues unfolding: external and internal to UNO.
   c. Faculty Senate progress toward strengthening esprit de corps
   d. Faculty Senate progress toward improving internal processes – update.
      o Guidance provided to Faculty Senate Strategic Priority Action
Groups regarding communicating their progress and role of Goals and Directions Committee defined.

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- Faculty Senate Survey of Faculty Update: Need to develop action plans and work within FS as well as with administration to determine appropriate UNO groups to tackle the issues raised. Need to determine which of the issues raised should be included as goals within the Faculty Senate Strategic Plan.
- Student Survey Update: Though still in progress, we have identified the top three student appreciations and top three student concerns regarding their educational experiences at UNO in addition to top three appreciations and concerns regarding non-educational experiences at UNO.
- The Faculty Senate President will be presenting at the Student Senate meeting on Thursday, Oct.16, at 7 pm in the Dodge Room at Milo Bail.

**B. Chancellor’s Topics**

1. Chancellor’s Council will change to twice a month and as needed.
2. Parking
   a. Data is being gathered for discussion at a public forum on campus parking where the UNO community can ask questions.
3. State of the University will be October 29 at 4pm in the Sapp Fieldhouse. Reception will follow.
4. There has been discussion of an additional strategic priority on Urban/Metropolitan Studies.
5. Conley distributed a “Fiscal Highlights” of UNO. See chart on next page.
6. The arena is ahead of schedule. Anticipate opening to be late September or early October.
   a. The bike path will return. Alternative paths will be in place during construction.
   b. A general manager has been hired for the arena.
2. Acknowledgements for Resolutions:

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<th>Res.#</th>
<th>Date Senate Passed</th>
<th>Title</th>
<th>Admin Acknowledged</th>
<th>Sent for Senate Action</th>
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<td>10/8/14</td>
<td>Faculty Senate Liaison to Center for Faculty Excellence Advisory Committee</td>
<td>10/15/14</td>
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IV. Standing Committee Reports

A. Committee on Academic and Curricular Affairs: Senator Parnell reported the committee met and reviewed the Center for Real Estate and Asset Management proposal, resulting in the following resolution, which will be moved at next week’s full Senate meeting:

RESOLUTION: Center for Real Estate and Asset Management

WHEREAS the highly complex and rapidly changing nature of real estate markets requires that both the public and private sectors have access to timely, objective and state-of-the-art research and market analysis as well as innovative education and outreach programs tied to the needs of the local market;

WHEREAS the current UNO Real Estate Program in the College of Business Administration has since 1952 been able to offer to Omaha and Nebraska real estate research, education and outreach activities and it recently signed a Memorandum of Understanding with the Institute of Real Estate Management;

WHEREAS the proposed Center’s purpose is to advance education and practice in all segments of the commercial real estate industry with a special focus on asset management, which will make it the only Center of its kind in Nebraska and in the nation;

WHEREAS the Center will be interdisciplinary with collaborations from UNO College of Public Affairs and Community Service, the Nebraska Business Development Center, The Center of Urban Sustainability and the Department of Geology and Geography;

WHEREAS the Center will contribute to increased enrollment at UNO and will not require additional faculty, staff and program space at the present time;

WHEREAS Omaha and Nebraska real estate community has indicated that additional support will be forthcoming once the program has achieved center status;

BE IT RESOLVED that the Faculty Senate of the University of Nebraska at Omaha supports the proposal from the College of Business Administration, Department of Finance, Banking, and Real Estate to create a Center for Real Estate and Asset Management.
B. Committee on Educational Resources and Services: Senator Kwak reported the Committee met October 29, 2014.

Audrey DeFrank, Associate Dean of Criss Library, visited the committee to get feedback on developing an open access policy initiative on campus. She is trying to determine faculty interest in developing such a policy, and if there is interest, how we recommend she proceed.

Open Access Fund – Criss Library and the Office of Research and Creative Activity (ORCA) are piloting a fund to assist faculty and students with the submission fees required by some open access journals. Information on the fund is available at http://libguides.unomaha.edu/openaccess

C. Committee on Faculty Personnel and Welfare: Senator Harden reported the committee met October 29, 2014.

Attendance: Bing Chen, Moshe Gershovich, Matthew Harden, Avery Mazor, Stan Wileman and Robert Woody

- Old Business
  - Emeritus Status
    - Brought committee up to date on what happened last year
    - Discussed BOR Policy and that at other schools
    - In holding pattern until we receive the response from James McCarty
  - Engineering status
    - Discussion about work from last year
    - Discussed work of OmahaEngineering.com
    - Currently not certain how it fits with FP&W as the faculty of the area are officially UNL
  - Discussion regarding committee membership and concerns regarding a balance to deal with all issues
  - Discussion regarding workload policy
    - General discussion
    - Concern regarding the ability of departments to retain instructors indefinitely without promoting – will research the AAUP contract and bring information to January meeting.
    - Workloads between colleges on UNO Campus
    - Comparison with similar departments at UNL and UNK, esp. faculty salaries
      - Information will be researched and shared with committee at the January meeting.
    - Discussion that this is a SPAGS issue and we will wait until that committee has met to address the faculty survey
  - Tuition for Family members – Will have a guest speaker for our January meeting

- New Business
  - Actually looking over an older issue with Gym membership and use
    - Discussion regarding conflict between campus promoting healthier living among faculty and staff versus the cost of the gym membership
  - New online Course Evaluation
    - Good for courses in computer labs where students will have access to computers during class time
    - Concern that some of our students do not access the materials we put on Blackboard and in e-mails. How will this affect the students completing the online course evaluation in classes not held in a computer lab?
Due to a warning statement sent to students we discussed a possible issue that may cause the students to question the confidentiality of their responses.

Next meeting, Wednesday, January 28, 2015, to be held at Webber Fine Arts

*Senator Scherer moved, and Senator Harden seconded, a motion to suspend the order of the day to take the Rules Committee report out of its regular order. Motion passed.*

**D. Committee on Rules:** Senator Morris reported the committee completed of the following resolution, which will be passed to the full Senate next week:

**RESOLUTION 4156, 5/14/14:** Faculty Senate Presidential Appointments (a-e)

BE IT RESOLVED, that the Faculty Senate President appoints the following as designated:

a. **AAUP Executive Committee (American Assc. of University Professors)**

BE IT RESOLVED, that the Faculty Senate President appoints the following senator, who is also an AAUP member, as the senate representative for a one year appointment from 05/14/14, through 05/8/15, to the UNO Chapter of AAUP, to replace Nora Bacon, whose term has expired:

Avery Mazor.

We returned to the regular order of the agenda.

**E. Committee on Goals and Directions:** Senator Holley reported the Committee met October 29, 2014, in Roskens Hall 406 Conference Room with the Chair, Senator Carol Mitchell presiding. Four of the six members were present: Senators Patricia Carlson, Lyn Holley, Carol Mitchell, and Beth Ritter. Senator Elliot Ostler was excused due to a teaching assignment at the same time of the 2:30 meeting.

Senators reviewed the Faculty Senate survey documents and divided the work among the four Senators present. The four Senators will assign the concerns from the survey among the SPAGS. This will be reported to the EC&C Committee in November.

It was determined that this will be the goal that the G&D Committee focuses on this academic year.

**F. Committee on Professional Development:** Senator Sollars reported the Committee met October 29, 2014.

Attended: Juan Casas, Harvey Siy, Suzanne Sollars, Vincent Woolf

Guest: Paul Barnes

Discussion 1: Center for Faculty Excellence (CFE)

Discussion 2: Adjunct Faculty

The Teaching Circles/Research Triangles (TC/RT) have cost $33,000 per year. There has been pressure from SVC Reed to document outcomes. The question has been posed, “Aren’t faculty doing these activities anyway?” i.e., without the formal structure of the TC/RTs.

The institution of *Communities of Practice* (CoP) was a way that the Center for Faculty Excellence hoped to “save” the formal structure of these faculty communities. Participation for 2014-2015 in the CoPs is approximately half that of previous
TC/RT involvement. No part-time faculty or graduate students are allowed stipends under the new structure. Exceptions to the standard rule of up to 6 full-time faculty have been allowed for the pre-tenured group and one graduate student group (Graduate Studies will fund the graduate group).

Paul Barnes stated that the CFE would welcome suggestions for modifications to the new structure. SVC Reed has committed a budget to the groups for the next three years.

Our committee suggested: 1) consideration of stipends to part-time faculty, 2) a formal structure for the CoPs wherein some would have documented outcomes and receive the stipend, and others would not need to document the outcomes, but receive no stipend, 3) other types of support for the groups in lieu of stipends.

The new CFE advisory committee meets twice per year. Having met in October, they are scheduled to meet again in April 2015.

Consideration of the continuation, or reinvention of Community Engagement Links is awaiting decisions from Directors in the Community Engagement Center.

UCAT has been allocated $20,000 in permanent funding for the next 3 years (out of a total annual budget of $40,000, if the annual budget allows).

The second part of the PD committee’s discussion centered on next steps in understanding adjunct faculty issues.

V. Other Faculty Senate Committees:

A. Ad Hoc MOOCs Committee: President Scherer reported that this committee’s recommendation was to develop at least one MOOC to discover what problems might or might not arise. Due to lack of funding from the administration, the committee has been disbanded.

VI. Non-Senate Committee Reports

A. Assessment Committee: Senator Grams wrote the UNO Assessment Committee met on Tuesday, September 2. This group is comprised primarily of faculty representatives from each college. Members of the group took on review assignments for the nineteen units that will be reporting this year on their assessment activity: Interdisciplinary Studies, Industrial/Organizational Psychology, Neuroscience, Philosophy, Physics, Engineering-Physics, Psychology, Religion, School Psychology, Women's & Gender Studies, Art History, Creative Writing, Music, Studio Art, Theatre, Writing, Aviation, Public Administration, and Social Gerontology.

The committee's rubric for reviewing assessment reports was discussed. The committee is responsible for providing support and answering questions units have about the assessment process, reviewing reports, and providing feedback indicating the level of progress made toward eight assessment objectives: the unit has (1) specific and (2) measurable student learning outcomes, the measures are (3) directly aligned with SLOs and (4) at least some measures are direct, the results data are (5) sufficient for meaningful analysis and (6) regularly collected, and the program has (7) analyzed the data and (8) used it to inform decisions or actions. Determination of learning goals and targets, analysis of results, and decision-making is up to the faculty in each unit; the UNO Assessment Committee reviews and supports the process. This type of review is required both for UNO's accreditation and accreditation in specific disciplines. Units are still asked to identify whether they use assessments in the methodological domain of examination, product, or performance, or more than one of these domains.

Attached was a copy of the Guide for Assessment of SLOs and sample report
B. Faculty Excellence Advisory Committee: Senator Bernstein wrote those present:
Stuart Bernstein - Associate Professor, DSAEC – Construction Systems
Victoria Lentfer – Instructor, Teacher Education
Carolyn Gascoigne – Professor, Foreign Languages
Sara Myers – Assistant Professor, HPER
Michelle Rule – Faculty Development Coordinator, Metropolitan Community College
Holly Miller – Lecturer, Center for Faculty Excellence Faculty Fellow
Paul Barnes – Assistant Vice Chancellor for Academic and Student Affairs

Paul Barnes opened the meeting by welcoming all individuals to the Center for Faculty Excellence advisory committee followed by introductions.

Members were then apprised of their role and expectations of their service on the CFE advisory committee.

The CFE mission statement was read by Paul Barnes in an effort to provide further clarity to the committee’s purpose.

Holly Miller shared information regarding activities and programs currently offered by the Center for Faculty Excellence. CFE workshop flyers provided members the opportunity to become more familiar CFE sponsored events. Workshop location and times were discussed with regard to maximizing attendance. Stuart Bernstein offered to facilitate a workshop at the Pacific street campus for the Spring 2015 semester. Michelle Rule shared that Metropolitan Community College struggles to accommodate all faculty due to their four different campus locations. She indicated that workshops are rotated based on class schedules and some are held on Saturday mornings. Sara Myers inquired how many workshops are sponsored each academic year by CFE. Holly Miller responded approximately 25 workshops are sponsored or supported annually. With regard to attendance, Michelle Rule indicated that Metro is permitted to “advertise their workshops” to faculty members via e-mail.

Orientation agendas and new faculty directory information was distributed to committee members. Paul Barnes asked for input from members regarding their UNO Orientation experience and suggestions for improvement. Victoria Lentfer described her orientation experience as overwhelming. Sara Myers commented that perhaps a more effective approach might be for each college to have its own orientation and assign a mentor to new faculty. She indicated that mentors are very helpful and may have additional insight for specific departments. It was recommended to check with individual colleges to determine what departments do in an effort to not create redundancy. Paul Barnes expressed a desire to renovate the current orientation strategy and focus on five main themes to provide a more meaningful experience to new faculty.

The Center for Faculty Excellence brochure was distributed to members while Paul Barnes shared the CFE “themes” for the current academic year (Leadership/Engagement/Wellness) and requested future input from committee members.

Materials pertaining to TABS (Teaching Analysis by Students) were shared with members. It was noted that 19 faculty members with 29 classes totaling 842 students are participating in the TABS program for the Fall 2014 semester. Stuart Bernstein commented that additional questions were very helpful for his class evaluations. Carolyn Gascoigne shared that one of her colleagues participates in the program quite frequently. Paul Barnes informed committee members that UNO has implemented a program titled “Blue Pulse” that will further enhance evaluation capabilities.

Sara Myers, UCAT Chairperson outlined the purpose and details of the various
grants awarded by the UCAT committee. Members were provided with copies of travel, materials, curriculum development and speaker fund applications. Although all funds are normally awarded, the promotion of these grants remains a challenge. The distribution of flyers to departments by CFE, UCAT committee member personal contact and occasional Maverick Daily articles provide awareness of the program.

Paul Barnes provided an update concerning the CFE Communities of Practice program implemented for the Fall 2014 semester. Information distributed revealed that 44 Communities of Practice with 204 individuals are participating in the program. Applicants were required to submit goals and intended documented outcomes.

Recipient photos of the UNO Thank an Educator recognition were shared with committee members. Positive comments were shared by individuals regarding the program and its efforts to promote comradery at the university.

Paul Barnes directed members’ attention to a request for response by the committee to the following questions: 1) UNO faculty need more ________ 2) UNO faculty need less ________ 3) UNO faculty like ________ 4) UNO programs that we are proud of _________. Members agreed to consider their answers and share at the April 2015 meeting.

Next Meeting: April 24, 2015.

C. Parking Advisory Committee: Prof. Bobby Vasquez wrote
I. Face-to-face meeting: October 22, 2014 3:00 PM (CPACS 208)
   • Karen Kempkes, Lisa Paskewitz, Joshua Darr, Karen Falconer Al-Hindi, Bobby Vasquez, Emily Bradley, Jared Malooley, James Ecker, and Stan Scheifer

II. Summary of key issues discussed by committee:
   • Introductions: New Student Members—Emily Bradley & Jared Malooley (third spot still open)
   • New business: Ecker and Scheifer
     i. Overview of changes around MBSC during January/February 2015 construction
a. Closings: sidewalk area between Strauss & MBSC, driveway; meters, & shuttle route; delivery and security parking between Eppley & MBSC (limited parking for official vehicles); pedestrian gateway between Eppley.
b. Alternative Shuttle route is in front of Eppley. Because of the size of shuttles, meters will be closed. 4-5 reserve stalls on the east side for the Chancellor and his guest.

   ii. Crossroads/Arena parking for Fall 2015
a. Crossroad remote parking will be replaced with surface parking at the Arena.
b. No permit will be required and shuttle will be free.
c. In talks with Metro Buses to do a shuttle route for UNO. Possibly have an Express Route with one stop.

   • Old business: Ecker and Scheifer
     i. Community Engagement Center: No new updates. Trying to manage parking flow so all stalls are being use; trimming unused stalls; working on the electronic sign to be visible.

     ii. Request for lots to be monitored during the 1st week of classes/signage placement and wording be reviewed/courtesy tickets:
        a. Policy is to be a “welcoming” campus; therefore we give courtesy
tickets the 1st week so students understand the parking situation.

b. If we monitor one lot, then we will have to do all of them. We cannot monitor every one (time and money).

c. We need to determine whether this is a major concern. If we really want to get rid of courtesy tickets, it has to come from the Parking Advisory Committee.

d. Is managing students’ expectations a better option? Tell them during orientation that parking is bad the first two weeks of the semester. Let them know about alternative parking/shuttle routes.

e. Attendant at the West Garage? It is a possibility.

f. Shorten the time for courtesy tickets? 2 days?

D. Strategic Planning Steering Committee: Senator Mitchell wrote the meeting was held October 22, 2014.

- Chancellor’s Update – NU President search is underway and potential finalists may request for Strategic Plans from all campuses. UNO is prepared for these requests.
- Committee Members were asked to sign up for one of three taskforces: Unit Strategic Planning, Communication Plan for a Metro University, and Shared Understanding Project.
- Ideas were solicited for the Internal (January 9, 2015) and External (May 11, 2015) Forums.
- An AQUIP Update was given which includes an action projects: campus security accreditation, General Education (documenting student outcomes) and shared understanding.
- Student Government reported that several UNO administrators were invited to attend the Student Government meetings; students were pleased to interact and communicate with constituents such as Faculty Senate and Staff Advisory Council.
- The next meeting is December 3, 2014 at 8:00 AM in the Community Engagement Center 230.

E. UCAT: Nancy Meyer wrote the committee met October 24, 2014.

Members present: Robert Ottemann, Shelby VanNordstrand, Sara Myers, Robert Nash, David Peterson, Jooho Lee, Claudia Rauter, Victor Winter, guests Paul Barnes and Holly Miller.

Committee chair Sara Myers opened the meeting with remarks regarding the new Speaker Fund Grant. Following some discussion regarding duplicate applications from the same college, committee members approved three of the four applications.

S001 – Arts and Sciences – Carolyn Gascoigne - Members commented that Dr. Ferris had presented at UNO on a prior occasion. Funding was approved for $1,720.00 (amount requested).

S002 – CFAM – Hugh Reilly; Jeremy Lipschultz and Chin-Chung Chao – Committee members felt the application was well written and deserved funding for $2,824.00 (amount requested).

S003 – Arts and Sciences – Joshua Darr – The committee felt that the focus of Dr. Cooper’s presentation was too narrow to appeal to the entire campus community. The committee approved funding for $825. ($1,650 amount requested)

S004 – CPACS – Dennis Hoffman – Due to the incomplete budget and late submittal, this application was not approved for funding. Additionally, committee members felt the application was too vague in its description of how to specifically
advance teaching at UNO.

Sara Myers updated the committee on the progress to confirm an on-site designated conference on February 27 and 28, 2015. Following some discussion, specifics for the designed conference will be:

- Application Deadline - Friday, December 12, 2015
- First 20 applicants (approved) will receive $100 stipend for attending
- Applications will be considered in order in which they are received
- Promoted as “Performance Assessment” conference
- Criteria for application will reflect similar requirements as prior Designated Conference applications.

Travel Grant Applications:
T003 – DeVeney – Funding approved for $800.
T004 – Bridgeford – Funding approved for $800.
T006 – Jawed-Wessel – Funding approved for $800.
T007 – Sandhoff – Funding approved for $800. Members commented that applicant simply “listed sessions” and had a poor dissemination plan.
T008 – Rosen – Funding approved for $800.
T009 – Fannin – Funding approved for $800.
T010 – McGrath – Funding approved for $800. Committee members commented the application was well written.

Materials Grant Application:
M001 – Pleggenkuhle-Miles – Following some discussion regarding items to be purchased and clarification by Robert Ottemann, funding was approved for $584 (amount requested).

Next Meeting: December 5, 2014 – 10:30 a.m. – Kayser Hall room 514.

F. UCRCA: Prof. John McCarty wrote:

University Committee on Research and Creative Activity (UCRCA)
Faculty Senate Liaison designated to submit update: John P. McCarty, Chair, UCRCA
Date of Meeting: 10 October 2104 – 10:00 AM

Attendance:
John McCarty, Chair, College of Arts & Sciences - Natural Science
Danielle Battisti, College of Arts & Sciences – Humanities
Matt Germonprez, Member At Large, College of Information Science & Technology
Haifeng Guo, College of Information Science & Technology
Matthew Harden, College of Communication - Fine Arts & Media
Sofia Jawed-Wessel, College of Education
Harmon Maher, College of Arts & Sciences - Natural Science
Mark Wohar, College of Business Administration
Jamie Luhr, Student Representative
Mary Laura Farnham, Director, Office of Sponsored Programs and Research
Elizabeth White, Coordinator – Internal Research Resources, Office of Research and Creative Activity

Information Covered at Meeting:
1. Minutes from the meeting of 12 September were approved.
2. Budget. The final budget for funding faculty UCRCA grants during the 2014-15 AY is not yet available. The primary source of funding for UCRCA comes from the F&A return from external faculty research grants. Until the amount of funding available from this source is known, UCRCA’s budget will not be
final. However, Associate Vice Chancellor for Research, Scott Snyder, did communicate to us that he intends to provide a budget comparable to the past few years (ca. $80,000). Student grants are funded from student fees.

3. Two UCRCA members have volunteered to be part of the sub-committee charged with evaluating the nominees for the Eliot S. Carter Subcommittee for Master’s Thesis Award: Haifeng Guo and Matthew Harden. We will seek one or two additional members for this sub-committee. They will start reviewing nominees after 3 November and select the recipient and honorable mention before 10 December.

4. UCRCA received five student proposals by the October deadline. These included four proposals to fund graduate student research and one proposal from an undergraduate to fund travel to conference where the student will present research results. The committee discussed their reviews of these proposals and recommended funding for two proposals and funding pending minor revisions for a third proposal. The committee recommended not funding the remaining two proposals but will invite the students to resubmit after revising their proposals.

VII. Old Business

A. Textbook Organization in the UNO Bookstore:

ISSUE: In August, the Faculty Senate discovered there was a new organization of the textbooks with the text arranged by last name of the first author rather than by courses within departments, a change that had not been communicated to campus.

FACULTY SENATE ACTIONS TAKEN:

➢ In cooperation with others, we alerted UNO offices of student affairs and business and finance, deans, department chairs, advisors and other key personnel, who, in turn, communicated in various ways and repeatedly to the students to ensure that students were prepared with their list of course texts rather than merely their schedule before going to the bookstore.

➢ Worked with the bookstore staff to increase the number of computers and printers available in the bookstore for students to access their textbook lists on MavLink (originally there had only been one computer and printer)

➢ Spoke with bookstore staff to determine the impetus for change
  o Noteworthy: Bookstore staff were very apologetic for the lack of communication
  o Impetus for Change:
    ▪ Bookstore staff attended a conference where alpha order of texts was suggested as best practice
    ▪ Some universities finding that alpha order helped particularly freshmen locate their textbooks (e.g., BYU, Idaho State, U. of Arizona)
    ▪ UNO bookstore staff indicated that their staff generally spends considerable time helping freshmen locate their textbooks and reported that the alpha order layout of the textbooks this year facilitated underclassmen locating their texts. They also indicated that freshmen and sophomores comprise the largest percentage of in-store consumers of texts as upperclassmen and graduate students tend to order their texts online from other sources.

➢ Spoke with Student Senate President who reported that students she had spoken with all ordered their texts online and were indifferent to the layout. This group of students, primarily upperclassmen, was upset that there was not in-store pickup of ordered books (as there is at UNL, UNK, and UNMC) which resulted in high
shipping fees to their place of residence.

- Later meetings with the bookstore indicated that the bookstore transitioned to in-store text pick up due to demand.
- Key Questions: Will the UNO bookstore ensure in-store text pick up which students strongly prefer and negates the organization of the textbooks from their viewpoint
- Note that this is the first year that the UNO bookstore had online ordering options as well a competing vendors listed on their website
- FS spoke with multiple faculty who indicated two more problems with the bookstore software which have been resolved. Finally, FS recommended an online ability to browse for texts by discipline and course.

**RECOMMENDATION OF FS PRESIDENT:** Support the current organization of the textbooks as underclassmen students find this organization to be easier and upperclassmen and graduate students are indifferent as they tend to order online. However, this recommendation is contingent on the bookstore allowing in-store textbook pickup.

President Scherer will discuss this with VC Conley and Assoc. Dir. MBSC Brian Bollich.

VIII. New Business

A. Proposed Syllabus Language from NU Regarding Sexual Misconduct

(Revised from an attachment of the Department of Education, Title IX document, Sections D2-D4 attached: (agenda attachment – pgs. 36-38)

Proposed language:

*Reporting Student Sexual Harassment, Sexual Violence or Sexual Assault*

- Reporting allegations of rape, domestic violence, dating violence, sexual assault, sexual harassment, and stalking enables the University to promptly provide support to the impacted student(s), and to take appropriate action to prevent a recurrence of such sexual misconduct and protect the campus community.
- Confidentiality will be respected to the greatest degree possible. Any student who believes she or he may be the victim of sexual misconduct is encouraged to report to one or more of the following resources:
  - Women’s Center for Advancement 24/7 Crisis Hotline - 402-345-7273
  - Campus Security - 402-554-2648
  - Phil Covington, Student Conduct & Community Standards - 402–554-3537
  - Charlotte Russell, Title IX Coordinator - 402–554-3490
- Retaliation against the student making the report, whether by students or University employees, will not be tolerated

**President Scherer’s Comments:**

Two major problems:

1. The confidentiality statement is wishy-washy and incorrect. By law, there is NO confidentiality unless the person is a counselor/mental health person. We need to be clear that it is not confidential.
2. The second is related to the first as the language fails to include section D of Title IX that I sent you (see pages 14-16 I think) which states that all “responsible employees/parties” are required to report an incident of sexual misconduct and then it defines “responsible employees/parties” as pretty much everyone on campus. That is a gross error of omission and unethical as it doesn’t provide informed consent to the student. Thus, if a student comes to you and reports anything related to sexual misconduct the faculty MUST report it by law now. Ergo, the syllabus statement needs to say this and faculty need to tell students
before they relay something of a sexual nature, so they don’t feel betrayed by a surprising response by a faculty member who says “Sorry, I have to report this whether you want to or not”

Other Concerns
1. No input from faculty
2. Why Women’s Center for Advancement here? If here, then put last—would prefer our UNO counseling center be listed first
3. Clear designation that Ombudsmen on campus, faculty, and staff can maintain confidentiality on all issues except sexual misconduct. ONLY exception is mental health counselors (at least this is my understanding)

There is ongoing concern and UNO administration is working on wording for a policy for this campus. The UNO Faculty Senate will follow the process.

B. Retention Issues: There was not enough time to properly cover this topic, and it was held over until the December 2014 EC&C meeting.

C. LGBTQ Faculty/Staff Affinity Group request was given to the SPAGS Diversity Group, with Senator Holley as liaison. Parliamentarian Jim Carroll pointed out that the Faculty Senate had passed at least one resolution in the past, regarding sexual discrimination. (R2370-A and R2440, both in 1999)

D. Charity with SAC & SS: Senators Scherer and Holley reported that there is a Joint Initiative to work with Ryan Morrissey and Kathy Oleson-Lyons from the UNO Office of Civic and Social Engagement, along with SAC and Student Senate, to collect HyVee receipts as they are providing 10% back to the UNO MavPantry which will allow the MavPantry to stay full in the lean months of spring and summer. The program continue through the end of January 2015. Receipts can be brought to the December and January meetings or sent to the Faculty Senate office, care of Sue Bishop.

E. NU Presidential Candidates (Plan for Soliciting Feedback from UNO Faculty)
   • Dr. Hank Bounds, commissioner of higher education for the Mississippi Institutions of Higher Learning.
   • Dr. Michael Martin, chancellor of the Colorado State University System.
   • Dr. Sally Rockey, deputy director for extramural research at the National Institutes of Health.
   • Dr. George Ross, president of Central Michigan University.

President Scherer requested that all college/Faculty Senate liaisons be contacted in order to have a centralized location for feedback.

IX. The meeting adjourned at 4:10 p.m. with announcements.

X. Announcements

A. Faculty Senate Mtg: Wednesday, November 12, 2014, 2 p.m., MBSC Chancellor’s Room (Presentation: Jordan Koch, UNO Student Government President/Regent)

B. EC&A Mtg: Wednesday, November 19, 2014, 2 p.m., Chancellor’s Conference Rm., EAB 200

C. EC&C Mtg: Wednesday, December 3, 2014, 2 p.m., ASH 196
D. Faculty Senate Mtg: Wednesday, December 10, 2014, 2 p.m., CEC 230/231