Members: Adams, Eesley, Elder, Grams, Miller, Nash, Ostler, Woody

I. The meeting was called to order by Vice President Grams at 2:05 p.m.

II. The Minutes of November 2, 2016, were approved as written.

III. Officers’ Reports

A. President’s Report: Senator Woody reported

   December 1, 2016

   As this month begins, I know that every faculty member is intent on completing
   the planned course materials, conducting and grading examinations, and targeting
   some time with family and friends. I wish everyone well with fulfilling this schedule.

   In response to a Faculty Senate resolution, the Senior Vice Chancellor, B. J. Reed,
   has initiated a Task Force on Adjuncts et al. (note the word “adjuncts” is defined
   broadly). I will serve as Chair, and members will be Ken Dick (Interdisciplinary
   Informatics), Elliott Ostler (Teacher Education), Rebecca Fahrlander (Sociology),
   Lynn Harland (Assoc. Dean, CBA), Peter Madsen (Music), Hank Robinson
   (Institutional Effectiveness), Deborah Smith-Howell (Assoc. Vice Chancellor), and
   Gina Toman (Asst. Dean, CPACS). In November, the Task Force got underway and
   plans to meet once a month until a report has been prepared. To date, the charge
   and objectives have yet to be finalized, but logically issues impacting both the University
   and adjuncts will be examined. As appropriate, there will presumably be suggestions
   that will go to the Senior Vice Chancellor and the Faculty Senate for consideration.
   Comments from faculty on this matter are encouraged and should be emailed to Sue
   Bishop (sbishop@unomaha.edu), coordinator for the Faculty Senate.

   As you are probably aware from the various articles and announcements,
   President Hank Bounds has constituted a search advisory committee for hiring a new
   UNO Chancellor. There are several committee members from the faculty, including
   myself. In meeting with the NU President and Provost (Susan Fritz), I was impressed
   by their strong commitment to achieving diversity (defined by numerous factors) in
   committee membership. I believe that the final decision does, in fact, assure processes
   with diversity.

   My involvement with the NU administration has convinced me that there will be
   efficiency in the search. That is, President Bounds and his colleagues do not delay or
   waste time; they get the job done.

   Although the search committee’s functions and decisions are confidential and all
   authoritative communications will come from the President, I will keep the UNO
   faculty and staff informed as appropriate. From what has been said, the hope is that a
   new Chancellor will take the UNO helm by the start of the 2017 academic year,
   which is in accord with Chancellor Christensen’s proposed schedule.

   As you probably know, President Bounds has detailed the need for “great fiscal
restraint, including a university-wide hiring freeze” and asked “units to limit travel, operations, and other purchases that are not mission critical or absolutely necessary.” Subsequently, it has announced “a hiring freeze for all campuses on any open or currently posted positions that are funded in total or in part with state-aided funds, and are not deemed mission critical.” [With tongue in cheek, one administrator quipped, “Everything can’t be ‘mission critical.’”] For faculty, there will be ramifications, but the administrative support for faculty involvement for shared governance gives, I believe, reasonable evidence that there will be effective dealings with the financial issues. There is good reason for the faculty to find solace in the consistent and continuing support from the State of Nebraska government, the Board of Regents, and the NU and UNO administrations.

On 11-18-16, the four Presidents of the NU Faculty Senates met with President Bounds, and were provided details on the budget situation. However, the budgetary analysis and final decisions have not been completed. President Bounds is planning several methods for accommodating the necessary management of finances due to a reported budget crunch. He was emphatic that he will do everything possible to preserve the academic mission, meaning that fiscal restraints and reductions, if necessary, will preferably attach to other sectors of the campuses. From his comments, it is clear that he has a powerful background for dealing with and resolving financial conundrums.

The Faculty Senate continues to monitor the considerations regarding possibly replacing Blackboard with Canvas. There has been a series of training sessions in Canvas (which I attended). Since thus far there have been relatively few persons trained in Canvas, presumably any determination of adopting Canvas will result after a greater number of participants are surveyed.

The Faculty Senate, through the committees, is concerned about “summer creep” (expecting faculty to be available for increased uncompensated time during the summer months). Moreover, the prized increase in programs and enrollment justifies concern about greater uncompensated time throughout the academic year as well, which has led to the term “academic creep” and linking it to the heavy reliance on adjuncts. This is an ongoing issue and I will inform the faculty as related ideas, intentions, and actions emerge.

On a personal level, several faculty sources have told me how they sense there is unity between the administration and faculty. I share that viewpoint, and on behalf of the Faculty Senate, I wish to commend Chancellor John Christensen and Senior Vice Chancellor B. J. Reed (and their staff members) for the unequivocal support of faculty matters. This positivism most certainly benefits UNO and, consequently, all constituents.

Finally, I offer best wishes to everyone for a joyous Holiday Season, and look forward to saying “Howdy” at the Holiday Open House on Wednesday, December 7th, from 3:00 to 5:00 p.m.

B. Secretary/Treasurer Report: Senator Eesley reported

1. EC&A: There was no November Mtg.

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<th>Title</th>
<th>Admin Accept</th>
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Executive Committee & Cabinet Minutes – 12/7/16
EC&C Agenda 1/4/2017 – Attachment - Page 2

IV. **Standing Committee Reports**

A. **Committee on Educational Resources & Services**: Senator Eesley reported that the committee did not meet in November.

**PENDING:**

1. **Class Scheduling/Classroom Space** (to ER&S, 10/14/15)
2. **Blackboard/Canvas** (to ER&S 8/17/16) There were questions about a possible move to Canvas from Blackboard, and the testing process of Canvas. Karen Hein will be invited to discuss FCE/API and matters related to the discussion of adopting Canvas vs. Blackboard. ER&S will also invite a Canvas expert from UNL, such as the UNL Faculty Senate President, and Bret Blackman, Chief Information Office, Information Services to discuss the topic further.
   - **Request for Blackboard Information to be Retained**: (to ER&S 11/2/16)
     Email Received 11/1/16:
     
     *I suggest we consider asking that “gradebook” information be retained on Blackboard (and Canvas if we switch) for 3 years. It is currently saved for 2 years (6 semesters including summer semesters). Faculty are “strongly encouraged” to save grade information for 3 years. The online gradebook included in Blackboard is a convenient and secure location to have the information stored. Yes, we can download the information and save it, but then we need to worry about keeping it secure to comply with privacy laws and policies, whereas it is already secure on Blackboard.*

3. **Disability Letters, etc.** (to ER&S 8/17/16) To reorganize how disability letters are sent out. Rather than one letter per student have one letter listing students for each faculty member. There should be a follow-up with information/instructions so faculty know how to apply accommodations.
4. **Digital Measures Update w/Candice Batton**: (to ER&S 11/3/16)
5. **Speaker for International Programs**: 12/14/16 or 1/11/17 Faculty Senate Mtg.?

  Sent to Educational Resources & Services Committee to decide if a presentation is necessary or if this information can be put in writing and sent to the Senators (11/2/16).
B. Committee on Faculty Personnel and Welfare: Senator Elder reported the Committee met November 30, 2016.
Present: Bing Chen, Marshall Prisbell, Pauline Brennan, Barry Ford, John Noble, Griff Elder
Absent: Jessiline Anderson (excused)

1. The committee passed the following resolution unanimously (except John Noble didn't vote, as he had not yet arrived). The EC&C also passed it, and it will be sent to the full Senate next week:

   WHEREAS grievance hearings conducted by the Academic Freedom & Tenure Committee, the Faculty Grievance Committee, and the Professional Conduct Committee are unpredictable and when they are initiated must adhere to a strict time-line, which can mean that they extend into the summer when faculty are no longer under contract;

   WHEREAS the University of Nebraska Omaha depends upon faculty participation in such grievance hearings;

   WHEREAS other participants in such grievance hearings such as legal counsel and administrators are compensated for their time;

   THEREFORE BE IT RESOLVED that the Faculty Senate recommends to the UNO administration that the faculty members on the Academic Freedom & Tenure Committee, the Faculty Grievance Committee, and the Professional Conduct Committee all be compensated at an hourly rate comparable with what the University pays the other participants in the hearings when service on these committees extends beyond the 9 month academic year.

2. We discussed a resolution pending in Student Government that would require faculty to post syllabi and grades through Blackboard (or Canvas when it is adopted). Since the resolution was only pending, we took no action. We simply recorded some concerns:
   a. Any such requirement needs to respect the norms and practices of the various disciplines. For example, in performance-based classes (e.g. orchestra, band) individual grades are not based upon assignments, which makes the requirement difficult to implement.
   b. Any such requirement would need to be implemented at the department/program/school level and thus should be viewed as a recommendation made to chairs and directors.
   c. There would need to be an exemption for independent studies, Honors theses, directed readings, practicums, and capstone experiences.
   d. An exemption should be made for small classes, or classes where there is peer grading.

   We expect that other concerns will be raised if/when the resolution is examined further.

3 We discussed the recent rise in flu shot costs on campus, and decided not to pursue the issue further.
PENDING:
1. **UNO Constituency Safety & Well-being**: (in Faculty Personnel & Welfare, 5/15)
   Senator Scherer reported better education, coordination and communication of information to all constituencies on how to facilitate the health, safety and well-being of ALL of its constituents:
   a. Student Safety Website—very impressive but would like to see a Faculty and Staff Safety website
   b. Confusion on resources for faculty staff (Ombudsmen, EAP person, counseling, Behavioral Review Team, etc.). What information is confidential? What is not? Where to go?
   c. BRT: Student Concerns—Student is the focal person or person of concern and faculty, staff and students can report here? If is the person of concern is a faculty or student, where does a faculty or staff person report? What are the mechanisms for dealing with the issue(s)?
   - On 10/12/16 this topic will be postponed until March 2017.
2. **Green Card Green Card expenses for international hires.**
   - We have decided to postpone this issue until January when Joy Chao comes off of FDF and returns to the committee. We need her experience to help us understand this topic.
3. **Summer Creep/Summer compensation** (8/17/16 to FP&W; other aspects to A&CA and EC&C)
   Request compensation for 9-month faculty involved in governance (e.g. Faculty Senate Committee chairs, members of judicial committees: AF&T, FG, PC) when required to serve during the summer. Committee will collect and prioritize list. (Dismissed by EC&C 12/7/16)
4. **Wellness Initiative** concerning HPER fees and possible consultant. (8/17/16 goal of FP&W)
5. **Bias Assessment Response Team**
   Sent to the Faculty Personnel & Welfare Committee to decide if a presentation is necessary or if this information can be put in writing and sent to the Senators. (Sent to FP&W 11/2/16).

C. **Committee on Goals and Directions**: Senator Ostler reported the Committee meeting was held by distance this month being as it was the fifth Wednesday of the month and there were some schedule conflicts. Members responded to actions related to the pending items from earlier this year and last academic year. The committee voted to strike one of the pending items and follow up on the others with more information by contacting the Faculty Senators (no longer on the F.S.) who initiated the actions. G&D members have also been actively making contacts with the UNO committees as Liaisons and have initiated several contacts with individual college Deans.

Pending:
1. **Facilities Planning & Faculty Representation** (Sent to G&D 2/10/16)
   As important and continuous decisions are made regarding facilities and facilities planning on campus, we would like to see more faculty involvement in these plans, and be allowed frequent opportunities to engage in discussion with administration about facilities planning. The one committee the Faculty Senate is aware of is the University Committee on Facilities Planning, which meets once a year. The University Committee on Technology Resources, Services & Planning
meets more frequently, but its primary focus is on the technology needs of the campus.

2. **Ad Hoc Survey Group (both Faculty & Student) – Ongoing**: Sent to G & D on 5/4/16. *(EC&C dismissed 12/7/16.)*

3. **Ad Hoc Faculty Senate Strategic Plan Writing Group**: Sent to G&D on 5/4/16.

4. **Unit Based Recruiting.** Units/faculty being involved in recruiting at unit level. Sent to G&D 8/17/16)

D. **Committee on Professional Development**: Senator Adams

The Committee met November 30th with Russ Nordman, Vincent Woolf, Victor Winter, Julia Boron, Jinlan Ni, and Travis Adams (all present!!). We worked on two agenda items:

1. **Our concern about intellectual property.** We talked our way through four documents that describe policies related to intellectual property (Regent Policies, Board of Regents Bylaws, the union Collective Bargaining Agreement, and a flow chart Senator Victor Winter made). Via discussion, we decided that while at present the policies seem clear (in that they do not contradict) we have concerns about how familiar faculty are with the policies and whether or not relevant documents reflect the work faculty do in 2016. In order to continue our investigation of these concerns, Senator Winter agreed to combine relevant sections of these documents. We’ll work to compare language and identify next steps in our January meeting.

2. **We continued our discussion of the Faculty Development Leave Policy,** comparing documents (the FDF application, the UNO FDF Policy from 1994, and the relevant section from the Regents Policy document 4.2). Given our discussion of these document, we identified concerns with sections 4.2.3 # 4-6 of the Regents Policies, as well as lack of language that makes clear what the “rules” are governing this process (there seems to be no set of explicit criteria), and the lack of language about if or how FDF decisions can be appealed. Senator Travis Adams agreed to compile relevant sections of these documents into a more easily navigable form. We’ll work to compare language and identify next steps in our January meeting.

**PENDING:**

1. **October 2016:** We are interested to learn more about the newly formed Nebraska Applied Research Institute and how the institute supports faculty research across disciplines (or if it is particularly focused on select disciplines/lines of inquiry)

2. **October 2016:** Given a growing number of questions and concerns about Faculty Professional Development Leave policies/procedures, our committee will be gathering information (policies/procedures) at all levels (regents, university, colleges, departments) and comparing those documents in order to explore questions, including:
   a. Can faculty get a full year of leave if waiting until 12 years of service instead of at 6 years?
   b. What are the earning restrictions while on leave (sabbatical)?
   c. What documents govern how leave is prioritized/awarded?
   d. What are the criteria for leave across colleges/departments? How
consistent are these?

e. Who all reviews and/or weighs in on these decisions?
f. What language does the AAUP contract have regarding leave/sabbatical?

3. **October 2016:** Concerns have been raised about the ownership of research/creative activity/intellectual property, particularly with regard to software, but we are exploring this issue broadly, with the following questions:

   a. What policies/practices describe intellectual property?
   
   b. How does ownership of intellectual property work with “new” technologies, like the Digital Commons?
   
   c. How or to what extend are royalties/fees received from books, research, or creative activities impacted?
   
   [Because Victor Winter raised this issue but was not at our meeting, we are asking him to speak more about this at our next meeting. Depending on where this goes, we may need to talk with administrators from a range of offices as well as the Dean of the Library]


At the October 12, 2016 meeting of the Faculty Senate, the Rules Committee was charged with developing a process to include information on nominees for any committee where election is by an all-faculty vote. The only faculty committee that requires an all-faculty vote is the Academic Freedom and Tenure Committee. The Rules Committee recommends the following additions to the election process:

- Any changes made to the election process for the Academic Freedom and Tenure Committee should also be extended to the other two faculty “grievance” committees: Faculty Grievance Committee, and Professional Conduct Committee. Those two committees are elected by a vote of the full Faculty Senate.
- Candidates for any of these three committees will be given the option of providing a brief statement, not to exceed 150 words, summarizing their qualifications for serving on the committee in question.
- The candidate statements will be made available on the Senate’s website prior to elections.

**PENDING:**

1. **Develop a process to include information on nominees, for any committee where election is by an all-faculty vote.** *(Sent to Rules 10/12/16) (EC&C dismissed 12/7/14)*

**F. Committee on Academic & Curricular Affairs:** Senator Miller reported the Committee met 11/30/16. Present: Ken Dick, Laura Grams, Stu Bernstein, Burch Kealey and Holly Miller. Absent: Jodi Kreiling (on leave)

There were two items on the agenda.

1. The committee was tasked with reviewing the Leonard and Shirley Goldstein Center for Human Rights proposal. All members read the proposal and were impressed with the merits of the concept. A discussion ensued and the following four questions were the outcome:
   
   a. Have other colleges that teach courses focused on human rights been informed of the proposed Center and are they supportive?
b. Will the proposed minor be promoted to students in all colleges?
c. On page 6 of the proposal, the section labeled “Partnerships with Businesses and Community Organizations”, all the examples listed are 501C3 organizations. Are there also businesses that have been identified as potential partners?
d. Will there be any rental fees charged to the proposed Center for being located in the CEC?

Senator Miller agreed to send these question to Keristien Shenouda, our contact for this request. The answers will be shared at the next committee meeting. If all are satisfied with the responses, a resolution for the full senate is the next step in this process.

2 The committee continued their work on the UNO Academic Integrity Procedures and Policy. We discussed the information that committee members brought from each college, to verify that the proposed campus wide procedures and policy will not conflict with current college practices. If a student fails a class due to cheating, clear guidelines need to be in place to address a faculty member’s request for a penalty with a “first incident” and also to know when a report to Student Affairs is required. Senator Laura Grams drafted a flow chart for this process and committee members offered input and provided alternate wording suggestions. An amended flow chart will be drafted and sent first to committee members for their approval and then sent to Candice Batten, Phil Covington and seven selected faculty members from across campus for their input. Results will be reviewed at the January committee meeting.

**PENDING:**

1. **Request for Faculty Working Committee** for Definition/Discussion of Student Academic Integrity (from Candice Batton) (to AC&A 1/6/16)
2. **Review of Center for Human Rights** (to A&CA 11/1/16)

**V. Other Faculty Senate Committees**

**A. Faculty Senate Budget Advisory Committee Report:** Prof. E. Johnson, Maher, O’Hara reported the Committee (BAC) met November 11, 2016, and discussed the current forecasted shortfall in State revenues and the broadly phrased responses from the UoN System and from the UNO Administration. At this juncture given how broadly phrased were those two administrative responses (i.e., hiring freeze and travel freeze unless mission critical) the BAC did not see an actionable item for the BAC. Thus, our only action was to elect Michael O’Hara Chair.

**VI. Non-Senate Committee Reports**

**B. University Committee for the Advancement of Teaching (UCAT)**

The Committee met December 2, 2016.

Members present: Brian McKevitt, Jack Zerbe, Claudia Rauter, Mike Messerole, Jim Shaw, guest Karen Hein

Committee member, Mike Messerole chaired the meeting in the absence of Leah Pietron.
Following discussion, Jim Shaw moved to reallocate the remaining $9,000 travel funds to curriculum development. Brian McKeivitt seconded the motion. Voted on an approved.

Curriculum Development Grant Application Review:
- Ramazan Kilinc – approved for $800
- Danielle Battisti – approved for $800
- Ryan Wong – approved for $760
- Meghan Salsbury – approved for $800

Chairperson, Leah Pietron resigned her position and the committee recommended Mike Messerole as the new UCAT committee chair.

Since no travel funding is available, the January, February, and March UCAT committee meetings are unnecessary and any business that arises will be conducted via e-mail.

VII. Old Business

A. Faculty Senate President-Elect (Nomination & Election 12/14/16) The EC&C viewed the list of those senators eligible to be nominated for Faculty Senate President-Elect, and discussed options.

PENDING

A. Grading Policy Change for “F” “FW” Grades (Policy draft 11/02/15 by Financial Support and Scholarships Office, updated 11/15/15.) (Another issue to note is verification of attendance.) (Fall 2016 w/ Senator Grams and Executive Committee)

B. Regulated Data (to EC&A agenda 10/2016)

C. Data Retention (to EC&A agenda 12/21/16)

D. Summer Work: The EC&C asked that the matter of service in summer months be added to the September EC&A agenda to start discussion with administration. Most faculty have 9-month/academic year contract, so on-going service on university committees, task forces, etc. which meet during the summer months is, as yet, unpaid. (See also standing committees working on aspects: A&CA, FP&W 8/17/16.)

E. Change in UNO Faculty Senate Constitution: Senator Woody

To change Article III. Election of Senators (6th paragraph):

Terms of elected senators shall be three years. No faculty person shall serve as senator for consecutive terms but may be elected again following the lapse of one academic year.

Process (from Faculty Senate Constitution, Article VI, paragraph 4): The faculty senate by a two-thirds majority vote may establish a Constitutional Review Committee to evaluate the constitution and propose such changes as are deemed necessary to accomplish the purposes of the faculty. Recommended changes in the constitution must be submitted for approval by the faculty senate and ratification by vote of the university faculty in accord with procedures set forth in the first paragraph of this article.

One suggestion was to send a written, professional, “thank you” from the President of the Faculty Senate or standing committee Chairperson to a senator’s department chair, showing the reason for the “thank you.” (Sent to G&D 12/7/16)

VIII. New Business

A. Faculty Senate/College Election Statistics Memo was submitted.
B. UNO Public Safety Document (Director, Charlotte Evans): Senator Woody discussed the document sent by Charlotte Evans. Senator Griff Elder will have a resolution in January 2017. Faculty Senate Coordinator, Sue Bishop, will look up and send Senator Elder, resolutions already passed supporting Campus Safety.

C. Requests for presenting/speaking at Faculty Senate meetings were given to committees, to see if a presentation is necessary or if a report could be written and distributed to Senators. One criteria suggested was to see if there is anything the Senate can help with. If it is just information to be given, then a written report would be best. All requests should be replies to by asking to be sent something and then the Senate will get back with them.

IX. The meeting adjourned at 3:50 p.m. with announcements.

X. Announcements
   A. Faculty Senate Mtg: Wednesday, December 14, 2016, 2 p.m., CEC 230/231
   B. EC&A Mtg: Wednesday, December 21, 2016, 2 p.m., EAB 200
   C. EC&C Mtg: Wednesday, January 14, 2017, 2 p.m., ASH 196

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<tr>
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<td>June 1</td>
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<td>*July 6 (July 4th is on Monday)</td>
<td>July 17, 2016 (Retreat) (3rd Wednesday) (Classes begin 8/22/16)</td>
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<td>*August 10</td>
<td>August 17, 2016 (Retreat) (3rd Wednesday) (Classes begin 8/22/16)</td>
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<td>December 7 (Prep Week 12/5-10/2016)</td>
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