Executive Committee & Cabinet 
Agenda

Wednesday, June 1, 2016, 2 p.m., ASH 196

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

I. The meeting was called to order at 2 p.m. by President Woody.

II. The Minutes of May 4, 2016, were approved as submitted.

Guest: Shari Thompson, Chief Audit Officer, Internal Audit (Risk Assessment Draft) asked for input for anything that might be considered Risk Assessment. There were many answers for her questions, including many pending issues. The EC&C asked her to check into the F/FW Policy. The Faculty Senate Coordinator, Sue Bishop, will send her that resolution. V.P. Grams will also give her more information.

The meeting resumed at 2:28 p.m.

III. Officers’ Reports

A. President’s Report: Senator Woody reported in his June 1, 2016, letter to UNO faculty:

   Colleagues: In dealing with administrators, faculty, staff, students, and the community, I find it necessary to give emphasis to the unique nature of the “Academy.” As we know, the Academy is distinctly different from other types of organizations. The term Academy refers to collective institutions of higher learning, dating back to Plato (the “Akademia”). It is to be a sanctuary of wisdom and skill, and has always pursued a mission of scholarship and research, with an acknowledged concomitant of improving knowledge for all and service to society. Therefore, it does not embrace a “business model” per se. The foregoing definition is of great importance because personnel coming to the Academy without knowledge and acceptance of its uniqueness may sometimes make inappropriate decisions accordingly. Sometimes economic or practical objectives are not compatible with the Academy model. Fortunately, our UNO administration, notably Chancellor John Christensen and Senior Vice Chancellor BJ Reed, consistently advocate the Academy concept to everyone. No doubt, their competency and support deserve credit for the undeniable excellence experienced by UNO.

   At the May 11, 2016, meeting of the Faculty Senate, Senator Laura Grams was re-elected to serve as Vice President and Dale Eesley was re-elected to serve as Secretary-Treasurer. I believe that the three of us are unified in our efforts to advance the goals of the Faculty Senate--“aided and abetted” by immeasurable benefits from the devotion and efforts of all the Faculty Senators, especially their service on the Committees.

   Speaking of Committees, the current Faculty Senate is structured to use the six Standing Committees as the threshold for essentially all decision-making. That is, as
President, my role is to facilitate the deliberations and decisions coming from the Faculty Senate members.

In addition to resolutions to appoint numerous faculty members to Faculty Senate and University Committees (posted on the Faculty Senate website), the following resolution was passed:

**RESOLUTION 4247, 5/11/16: Regarding Part-time Faculty Task Force.**

WHEREAS there is increasing reliance on the use of part time faculty;

BE IT RESOLVED that a university task force be established forthwith to develop and recommend policies and procedures relevant to the use of part time faculty, submitting a report to the EC&A on or before December 1, 2016.

I have presented and discussed the foregoing resolution with the Chancellor and Senior Vice Chancellor. So far, there has been no administrative action on this resolution.

Roberto Robles is now the Research Compliance Office and Contract Specialist. He will monitor efforts to assure that governmental regulations are being met.

Lee Westphal is the new Assistant Director of International Recruitment and Admissions. From our discussion and other sources, it is clear that UNO is pursuing a global mission. Faculty will be called upon to make adequate academic accommodations accordingly.

In my May report, I gave details about the Global Risk Management Committee (Teresa Carlson is the “Responsible University Administrator”). At the most recent meeting, a draft document relevant to internal audits was distributed; it is intended to identify best practices of international travel. Although this is still “a work in progress,” I expressed concern that there were academic issues therein that justified referring the document to the Faculty Senate for review prior to implementing administratively the potential best practice. Given the unavailability of faculty in the summer, this matter should necessarily carryover to the Fall Semester. I was particularly concerned that the document used “demand” terminology repeatedly (i.e., faculty would be “required” and “must”), as opposed to recommending, requesting, or other wishful terms. Frankly, I had the impression that the unique nature of the “Academy” was not recognized appropriately. However, in accord with the principle of shared governance established by the Board of Regents By-Law, I am confident that the Administration and Faculty Senate will craft an adequate set of best practices.

Given UNO’s growth and the integral involvement of faculty in “shared governance,” it may be time to consider placing members of the Faculty Senate Executive Committee on full-year contracts.

In the past, I have mentioned the strong communications between the Faculty Senates on the four campuses. In the forthcoming academic year, the respective Faculty Senate Presidents are: David Woodman (dwoodman1@unl.edu); Noah T. Rogoff (rogoffnt@unk.edu); Nizar K. Wehbi (nizar.wehbi@unmc.edu); and Robert Woody (rwoody@unomaha.edu). We have met face-to-face, and agree that many, if not all, of our concerns are comparable and there shall be mutual support among the Faculty Senates.

As you know, the Faculty Senate relies heavily on committees for analyses and possible resolution. In 2016-17 the six standing committee chairs will be:

Committee on Academic and Curricular Affairs: Senator Holly Miller,
Committee on Educational Resources and Services: Senator Dale Eesley,
Committee on Faculty Personnel and Welfare: Senator Griff Elder,
Committee on Goals and Directions: Senator Elliot Ostler,
Committee on Professional Development: Senator Travis Adams,
Committee on rules: Senator Robert Nash.

Given the amount of time required of every Senator, and especially the committee chairs and the officers, in any contact with one of them, please express a hearty “thank you” for their service.

Vice President Laura Grams continues to “quarter-back” efforts to clarify and improve the scheduling for final examinations (to avoid calendar conflicts) and the academic integrity policy. I continue to serve on a website revision committee and an international risk management task force, as well as working with Assistant Vice Chancellor Jonathan Benjamin-Alvardo on diversity-related matters.

At the May meeting, the Nebraska University Board of Regents considered budget issues (e.g., roughly 81% of the budget is for salaries and benefits). The Board showed great interest in reducing degree-related costs, such as via dual enrollments. I was asked how UNO is responding to the goal of completing a Bachelor’s degree in four years (not five or more). I responded “UNO has always been committed to efficiency and financial frugality, if you will, and I have heard no opposition to ideas being expressed—there will be strong support.” President Bounds maintained (sagely) that a prediction of future financial needs, expenditures, and appropriations was “a moving target” (i.e., a prediction could not be made with any confidence).

Related to cost containment, the Board received information about “Open Access Textbooks” (digital information, no textbook purchase required) as will lessen textbook expenses. A UNK survey of students revealed strong support for Open Access courses that did not involve the purchase of a textbook. I asked UNO Library Dean David Richards to provide us with detailed clarification; the following is his statement:

Open access textbooks are actually bundles of open access articles, chapters, videos, slide sets, and other learning media that are carefully selected by the instructor and made available electronically in lieu of a traditional hardcover textbook. The open access materials are less expensive, although the instructor does need to spend considerable time initially locating and selecting the materials for his or her class. Students and faculty utilizing the UNK’s pilot project report that the open access textbook model saves them money, brings together items the instructor finds important and more relevant than a standard textbook, and the materials tend to engage the students better than traditional texts.

Dean Richards also reported on a consortium of Nebraska libraries:

The University of Nebraska Consortium of Libraries (UNCL) consists of all of the libraries within the NU system. UNCL meets periodically and works together for workshops, information sharing, and, most importantly, pooling resources together to acquire online databases and electronic journal subscriptions benefiting faculty and students throughout the system. The collective purchasing power of UNCL provides NU libraries with a much stronger bargaining position when negotiating with vendors.

President Hank Bounds continues to travel throughout the State. He is establishing an impressive degree of contacts with our constituents. From information that I received, I was impressed with the efforts by the Regents, individually, to communicate with the citizens of Nebraska.

For each faculty member, if you encounter any issue related to the Faculty Senate for which you need additional information or assistance, please contact any Senator,
Officers, or Coordinator Sue Bishop (sbishop@unomaha.edu).
Enjoy your summer.

B. Secretary/Treasurer Report: Senator Eesley reported

1. EC&A met May 18, 2016.
   Senators: Robert Woody, Laura Grams, Dale Eesley, Robert Nash, Elliot Ostler,
   Administrators: Associate Vice Chancellor - Student Affairs, Deborah Smith-Howell, Senior Vice Chancellor BJ Reed.
   Part-time Faculty
   SVC Reed recommended a campus task force that could be co-chaired by Woody and Reed, and AVC Smith-Howell, Hank Robinson, Director, Office of Institutional Effectiveness, and an academic dean, perhaps Dean Gail Baker. SVC Reed requested that we come back with names, ask deans to nominate to be ready to call the task force in August.
   Risk Management
   The committee is continuing to meet to form policies
   Final Exam Scheduling
   A meeting has taken place. Faculty Senate VP Laura Grams raised the issues of day and night exams. There were 38 classes that did not have a final exam time or it was in conflict with other classes. SVC Reed said there was one room scheduled for two faculty. SVC Reed wants more data to know what the scale of the problem really is, how many actually have final exams? What percent actually give an exam on Friday? The model will have to be rethought and reverse engineered.
   Grams noted the Pacific/Dodge conflict as well. The Faculty Senate Academic & Curricular Affairs Committee will deal with it, but AVC Smith-Howell will be a point:
   - No times for some classes
   - Two places at one time
   - Pacific dodge conflict
   - Two classes, one room
   - Need guiding principle
   AVC Smith-Howell: Every class should have one. It is the responsibility of the Registrar.
   Alcohol & illicit Drugs:
   Faculty Senate President Woody: Want uniformity across campuses. This issue is dragging on. SVC Reed says this is dragging and for no good reason.
   VP Grams requested legal opinion on separation of these policies. BJ will forward to the NU lawyer, John Wilsey.
   Ombudsman:
   Shereen Bingham, Ombudsman, led a presentation to OSA. The issue is regarding Ombudsman requiring reporting for sexual assault. This is still not resolved. Two faculty, two staff ombudsman, with one over all are needed. An opinion should be received from Insurance this summer.
   F/FW
   Legal advice for verification of attendance will be requested.
   Health and Well Being:
   SVC Reed’s sense of this is it should be approached as risk management issues, productivity and support for faculty and staff. Reduced interest rates on bonds may lower prices. There is also promotion of non-smoking, etc. There are
negotiations with UNMC to build a 3 story building at Stinson Park, with a more robust resource to have dental care, x-ray, etc. for health. SVC Reed will talk to others in administration and HYPER to move this topic along.

**Online Worldwide**

Kathy Pfieffer, Budget Director, Business & Finance, could provide the requested data about where the money goes. SVC Reed has updated charts that could provide the needed information. A couple of years ago, SVC Reed capped payments and kept any marginal increases for Central Administration. $2.5 million last year, SVC Reed kept half, NU president keeps the other. At the same time, on campus tuition went down $800,000. $2.7 million deficit in remissions. The money that comes in is much less than you think it is. If we do have extra dollars, after these expenses, there is money allocated back to the colleges. It might be helpful for the Faculty Senate to walk through this whole budgeting process.

Online World Wide takes $1 million from and increases in UNO for ONLY STUDENT enrollments. SVC Reed noted that we don’t get $1 million of benefit for this, but it is better than the $1.6 million we were paying. He said that UNO still has colleges going after Online World Wide grants. They should be aware that he isn’t committing to providing support once the $35,000 runs out.

SVC Reed also said that college deans tell him that they can’t grow more without more resources. Tuition alone isn’t enough, they will need more teachers.

**Digital Measures:**

Candice Batton, Asst. Vice Chancellor, Academic & Student Affairs, AVC Smith-Howell and Dir. Hank Robinson are working on making the system more flexible to accommodate the different demands departments have for its output. By the middle of May they will be testing various templates. They will be having a webinar with Digital Measures. Also, they are looking for examples from other schools that do it well. They will do a one year series of testing to see if it provides satisfactory results before the contract expires in 18 months. SVC Reed says we have learned there are things we can do with Digital Measures that we aren’t even currently doing, so there is room to improve our use of the system.

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<tr>
<th>Res. #</th>
<th>Date Senate Passed</th>
<th>Title</th>
<th>Admin Accept</th>
<th>Sent for Senate Action</th>
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<td>Faculty Senate Presidential Appointments (a-e)</td>
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<td>Appreciation for Chairs of the Standing Committees and Chair of Cabinet</td>
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<td>4247</td>
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<td>Regarding Part-time Faculty Task Force</td>
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<td>Replacement of Senators (1-3)</td>
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<td>4/13/16</td>
<td>Food Vending RFP Review Committee Member</td>
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**TO BE FOLLOWED UP**

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<td>4200</td>
<td>5/13/16</td>
<td>Development of Task Force to Examine the Role of Part-time Faculty in the University of Nebraska at Omaha’s Strategic Mission</td>
<td>5/20/15</td>
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**CARRIED FORWARD**

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<td>4188</td>
<td>3/11/15</td>
<td>Revise and Separate Alcohol and Illicit Drugs Policies</td>
<td>3/18/15</td>
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- Chancellor supports & will write a response
- Chanc. sent to VC Conley who sent back to Faculty Senate President.
Resolution 4073, which I opposed, in part, because of its reference to all NU campuses, I also believe this to be a safety issue for which we have legal and fiduciary responsibility. In summary, the absence of some form of background checks for persons employed on campus seems in opposition to best practices.

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<th>Resolution</th>
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<td>4073</td>
<td>7/11/12</td>
<td>Determine Contractual Implications of Background Check Policy</td>
<td>9/6/12</td>
<td>The chancellor acknowledges receipt of the resolution and has provided the legal opinion requested.*</td>
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<tr>
<td>4054</td>
<td>7/11/12</td>
<td>Determine Contractual Implications of Background Check Policy</td>
<td>9/6/12</td>
<td>The chancellor acknowledges receipt of the resolution and has provided the legal opinion requested.*</td>
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*4074 (From Chancellor Christensen via Nancy Castilow in an e-mail sent on 2/18/13: Not supported. As with Resolution 4073, which I opposed, in part, because of its reference to all NU campuses, I also believe this to be a safety issue for which we have legal and fiduciary responsibility. In summary, the absence of some form of background checks for persons employed on campus seems in opposition to best practices.)

*4054 (Legal Opinion): From: John C. Hewitt [mailto:jhewitt@clinewilliams.com] ; Sent: Tuesday, July 17, 2012 9:11 PM; To: Ed Wimes; Subject: Background Checks.

Ed,

In a response to my email of July 14, you have indicated that at this time you anticipate that the “background check” at the University of Nebraska at Omaha will consist of the University reviewing public records (i.e., sex offender registry, criminal convictions, etc.) for applicants for employment. Based on the foregoing you have inquired whether such an approach would constitute a mandatory subject of bargaining.

The simple answer is that the University could, in my opinion, proceed to implement such an approach for applicants without any discussions. The obligation to bargain in good faith concerning mandatory subjects is generally limited to the current employees of an employer. There is generally no obligation to negotiate concerning prospective employees. Star Tribune, 295 NLRB 543 (1989).

If there remains any discussion about expanding such an approach to current employees, then the answer becomes more complicated. Nevertheless, I do not believe that the University would be required to bargain over the decision to review public records at its own cost and expense. As I indicated previously, this decision would likely be within the employer’s managerial discretion. However, I also believe that the University would be required to bargain over the “effects” of such a decision; such as (a) whether any information in a person’s criminal record would remain confidential; (b) whether certain employees would be exempted based upon length of exemplary work records; (c) the appeal rights of employees who claim that they have been incorrectly identified of having been convicted of a particular crime or who believe there are extenuating circumstances that would exclude their disqualification; and (d) the categories of offenses that would result in automatically exclusion from employment.

If you would like to discuss further, please do not hesitate to call.

John C. Hewitt: jhewitt@clinewilliams.com ; CLINE WILLIAMS WRIGHT JOHNSON & OLDFAHER, L.L.P.;
2. **Treasurer’s Report:** Senator Eesley gave the May 2016, Budget Report.

IV. **Standing Committee Reports**

A. **Committee on Academic and Curricular Affairs:** Senator Miller

**PENDING:**
1. **Request for Faculty Working Committee for Definition/Discussion of Student Academic Integrity.** (from Candice Batton) (to AC&A 1/6/16). The committee received and approved of changing the policy to add “for both undergrad and grad students.” (6/1/16)
2. **Consideration of Number of Hours for Natural Sciences for GenEd Requirement** (sent to A&CA 4/6/16)

B. **Committee on Educational Resources & Services:** Senator Eesley

**PENDING:**
1. **On-line Worldwide Program Budget.** (This was put on the 2/17/2016 EC&A agenda. The Executive Committee will also be collecting information on budget specifics related to UNO.)
   - On-line Worldwide 2015 Tuition revenue income has increased 11%, with most from UNO. On-line Worldwide takes 10% for marketing.
   - 2/22/16: SVC Reed asked Lanyce Keel to put together a chart showing the dollars of UNO tuition that have been retained by Online Worldwide and what funds have come back to the campus, looking at the last three years.

From the NU Regents Agenda Attachments and discussion, 1/29/2016:
- “Gross distance education tuition revenue increased approximately 11% in FY15.”
- Interpretation of the report on 2014-2015 enrollment percentage changes indicates that most of the growth was accounted for by growth at UNO.
- UNO Undergraduate DE Tuition in FY 14 was $14.3 million, and in FY15 was $17.3 million. Graduate DE Tuition in FY14 was $3.1 million, up to $4.2 million in FY15. Overall growth on all four NU campuses was from $52.6 million FY14 to $58.5 million FY15.
- Five percent of gross DE tuition is held centrally to support NU Online Worldwide efforts (in FY15, this amounts to nearly 3 million); the remaining 95% returns to campuses to support infrastructure for online learning, DE programs and courses.

Of the $3 million OWW FY15 budget:
- Admin/Operations: $600,000
- Marketing/Lead Generation: $1,921,714
- Program Development/Expansion: $358,811
- Academic Support/Governance: $79,500
- Regulatory Compliance: $40,000

2. **Class Scheduling/Classroom Space** (in Educational Resources & Services Committee, 10/14/15)
C. Committee on Faculty Personnel and Welfare: Senator Elder

**PENDING:**

1. **Revise and Separate Alcohol and Illicit Drugs Policies** (See Resolution Log for Resolution 4188 under “To Be Followed Up”) (in Faculty Personnel & Welfare, also in Central Administration) (to 11/2015 EC&A agenda for follow up, still in Central Administration) (again to EC&A 6/15/16)

2. **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)?

3. **Green card follow-up** (issue taken up by FP&W 4/2016)

D. Committee on Goals and Directions: Senator Ostler asked that he explain Faculty Senate College Liaisons and their reports at the August Senate Retreat.

**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.

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

E. Professional Development: Senator Adams

**PENDING:**

1. **Part-time Faculty Issues:** (in Professional Development Committee 3/15)
   
   Actions to Date: Professional Development Committee led by Senator Sollars conducted a survey of adjunct instructors. Faculty Survey indicated a top 10 concern regarding adjunct instructor issues, including parking issues.
   
   The Student Senate survey also indicated several concerns about adjunct instructors.
   
   Next Steps? How to integrate this information and work with administration to
address all these adjunct issues.

2. Enquire as to Whether the AAUP has Negotiated a Workload Policy (sent to PD 4/6/16)

F. Committee on Rules: Senator Nash moved the following two resolutions for the committee. Both passed.

Resolution 4265, 6/1/16: Faculty Senate Liaison to the Center for Faculty Excellence Advisory Committee

BE IT RESOLVED that the following faculty member be appointed as Faculty Senate liaison to the Center for Faculty Excellence Advisory Committee, for a one year term, 8/1/16-7/31/17:

Stuart Bernstein, Faculty Senate Liaison (to replace Ana Cruz).

Resolution 4266, 6/1/16: Permanently Replace College of Education Senator Franks

BE IT RESOLVED as the runner up in the most recent College of Education election to the UNO Faculty Senate, the following faculty member will replace newly elected Senator Bridget Franks, who resigned due to illness, effective May 12, 2016. This term ends 5/8/19:

Richard Stacy.

V. Other Faculty Senate Committees

A. Faculty Senate Budget Advisory Committee Report: Prof. E. Johnson, Maher, O’Hara

VI. Non-Senate Committee Reports

A. Parking Advisory Committee: (Prof. Joshua Darr)

March 15, 2015.

Present: Joshua Darr, Kim Harter (SAC), Michael Skocz (SAC), Vanessa Rath, Brenda Frye (SAC), Erin Safley, Bobby Vasquez, Rick Richards

Not Present: Mikayla Brohman(Student Government), Jason Michalak (Student Rep.), Stan Schleifer, Bobby Vasquez (faculty representative), Cristian Valquier (student representative).

Guest Speaker: None

January 2016 Minutes were approved.

General Parking Updates – Vanessa Rath proposed the following Parking Services Suggested Changes for Fall 2016:

1. Increase Pay to enter fee to E. Garage
   - Current fee is $2. Proposed Fee is $3. This is still payment after 12:30 p.m. As permit prices increase. The rate to park per day should not be so low that it is cheaper to park with cash than to purchase a permit.
   - There was a Motion to Support this Suggestion & Second. The Suggestion is
2. Rollout of Carpool Permit option to Faculty/Staff only 2016
   - Rollout the Carpool permit option with reserved areas for faculty/staff this year to see how well it works. Also, there is a concern there may be abuse if we open it up to all and there are areas where we can’t monitor w/o cameras if it is being used properly. When the new garage opens, we should have all carpool locations covered by cameras, and will be easier to enforce.
   - Vanessa mentioned there would be 6 stalls in PS1 & PS2 & 4 Stalls in Lot D. Faculty/Staff/Student begin in 2017.
   - There was a Motion to Support this Suggestion & Second. The Suggestion is Approved.

3. Eliminate GTA permits
   - With a time-consuming administration process, and the decrease in the number of permits sold each year, we propose removing the GTA permit, but still giving GTA the option to purchase a Faculty/Staff or Student permit.
   - Vanessa mentioned currently there are 72 GTA.
   - There was a Motion to Support this Suggestion & Second. The Suggestion is Approved.

4. Create a Daily Scratch-Off permit for anyone’s use.
   - A permit that can be used for 1 day, but at the day of choice by the customer. This would provide an option to occasional parkers, such as adjunct faculty, online students or visitors. They pay $4 for a 1-day permit or can buy a pack of 10 permits for $40. They can be used in any Faculty/Staff or Student lot and are available to purchase for visitors, faculty/staff and students.
   - There was a Motion to Support this Suggestion & Second. The Suggestion is Approved.

5. Eliminate Courtesy Warnings
   - We propose to eliminate courtesy warnings. It only adds to the chaos of the first week of Fall classes by not requiring people to buy a permit until week 2. The lots are then full of students with no permit who can park without a violation for one week. This affects those that have purchased a permit and now can’t find a place to park. This also eliminates the waste created when the courtesy warnings are thrown on the ground.
   - Vanessa suggested to hold off for Student Government input.
   - On a vote that took place a few days after the meeting.
   - There was a Motion to Support this Suggestion & Second. The Suggestion is Approved.

6. Create/Change Violations Notices for the following:
   a. Create: Misuse of a Permit or Code $100
   b. Create: Stolen Permit violation. $200. Should be the same type of violation as Counterfeit.
   c. Update: Increase the False Pretense Violation from $75 to $100. This violation is someone putting an old ticket on their car to avoid a current violation.
   d. Update: Increase the Counterfeit Permit Violation from $150 to $200.
   - There was a Motion to Support this Suggestion & Second. The Suggestion is Approved.

7. Provide a discount option for No Valid Permit Displayed Violation
   - If someone receives a violation for no permit displayed, but has a permit and parked in the appropriate lot for their permit, we will reduce the violation
from $30 to $15. This can be done 2 times per academic year. After two times, the violation cannot be reduced.

- There was a Motion to Support this Suggestion & Second. The Suggestion is Approved

8. Volunteer permit charges & where to park
- Create two options for volunteer permits. (1) park for free at Lot 26 and ride the shuttle to Dodge or Pacific Campus. (2) Departments can pay $25 per semester for a volunteer to park on Dodge or Pacific campus.
- There was a Motion to Support this Suggestion & Second. The Suggestion is Approved

9. Administration Fee for DMV searches of not registering plate
- Charge a $25 fee to all affiliated individuals that have violations with UNO, but have not registered their vehicle. This requires our office to find out who owns the vehicle and then match that person to someone within University Records. For each plate it is a 10-30 minute research project.
- There was a Motion to Support this Suggestion & Second. The Suggestion is Approved

10. Resident Permit restriction
- Due to high demand on surface lots, and the thought of surface permits being more of a premium, Parking would like to restrict resident to their permit lots only from 7am to 7pm. This means Mav and UV residents could only park in Lots J and L and Scott can only park in Lots 10-14. With the shuttle service running 4 routes, there is an option to move residents without them needing to drive a car back and forth from Dodge to Pacific. This will reduce traffic in the park and pressure on surface lots during the day.
- Joshua suggested to hold off for Student Government input.
- On a vote that took place a few days after the meeting.
- There was a Motion to Support this Suggestion & Second. The Suggestion is Approved

11. Departments pay for code usage
- Requesting that departments pay for their usage for visitor parking beyond so many visitors per semester. Charge would be $3 per entry. Set the free amount of entries per semester at 25 entries. This could be rolled out in 2017-2018 if more department fund planning is needed. Also included in 2017-2018 would be to charge a flat fee for
  - E-permits based on the attendance numbers.
- This suggestion was tabled for further discussion in the future.

12. Eliminate F/S Fall Only permits
- This process is a manual and time-consuming process. It cannot be online, which defeats the purpose of having everyone buy their permit online. Only 6 individuals bought a Fall only Faculty/Staff permit last year. Our proposal is for them to purchase a full year, and then when they are finished with it, they will receive a prorated refund for the months of the permit not used. Vanessa will reach out to those 6 using this to get feedback.
- On a vote that took place a few days after the meeting.
- There was a Motion to Support this Suggestion & Second. The Suggestion is Approved

Adjournment

April 12, 2016.
Present: Joshua Darr, Kim Harter (SAC), Michael Skocz (SAC), Vanessa Rath,
Brenda Frye (SAC), Bobby Vasquez, Rick Richards, Jason Michalak (Student Rep.)

**Not Present:** Mikayla Brohman (Student Government), Stan Schleifer, Cristian Valquier (student representative).

March 2016 Minutes were approved

**General Parking Updates** – Vanessa Rath handed out pictures of our new parking garage. Set to open in Fall 2017 our new garage will also include:

- Bicycle storage
- Larger motorcycle parking
- Car charger
- No gate garage (first of its kind on campus)
- License plate recognition
- Virtual permits
- Pay for parking via mobile app or in-garage kiosk

**Shuttles**

- Run 7:00am to 7:00pm
- In Fall 2016 Green route extended around Pacific Campus.
- Routes have been adjusted so there should no longer be a 15 minute wait for a shuttle.
- Fall 2016 new shuttle schedules rolling out. In the next couple weeks try one out and give feedback to Parking.
- A shuttle should arrive every 7 minutes or so. Only Blue Routes in Summer.

**Question From Student Government:**

- By Criss Library Lot E & Lot D the gated parking seems very difficult to understand where to park & is not advertised very well. Is very congested.

Vanessa states: Parking is aware of these lots and the situations. Stan & Vanessa are thinking of moving it to a visitor lot.

- Lot M Parking on Sunday is very congested. Cones are being put up in HPER lots. Why is guest parking being abused and students parking in non-striped spots.

Vanessa states: Parking will work w/ HPER to help ease the load of weekend event parking on central campus.

Kim Harter was voted unanimously to be the new Chair of the Parking Committee as Josh Darr’s term is complete. Thank you Joshua for you service and thank you Kim for agreeing to be the new Chair.

No need for a May meeting

The EC&C asked that Prof. Joshua Darr be thanked for his sending his monthly updates so regularly. They also asked if there were any new options for Part-time Faculty parking fees. The Faculty Senate Coordinator will cover both.

**B. UCAT:** Ms. Nancy Meyer sent the following report:

The Committee met April 29, 2016.

**Members present:** Robert Ottemann, Shelby VanNordstrand, Claudia Rauter, David Peterson, JooHo Lee, James Shaw, Michael Messerole, Leah Pietron

**Guests Present:** Candice Batton

**Travel Applications** –

| Birud Sindhav | Approved for $800 | (Will post on CFE website as example) |

**Curriculum Development Applications** –

| Elaine Nelson | Approved for $1000 |
Kota Takahashi Approved for $1000
Suzanne Sollars Approved for $1000
Sachin Pawaskar Approved for $1000
Nancy Kelly-Gillespie Approved for $1000
Gregory Petrow Approved for $1000

Following some discussion regarding the Speaker Grant funds, it was decided that the application for the 2016-2017 academic year requires additional guidelines regarding promotion deadlines and presentation topics.

Committee members agreed that only faculty members are eligible to receive UCAT funding. The designation of “Instructor of Record” should be the “line” for eligibility.

VII. Old Business

PENDING

A. Grading Policy Change for “F” “FW” Grades (Policy draft 11/02/15 by Financial Support and Scholarships Office, updated 11/15/15.) (Fall 2016 w/ Senator Grams and Executive Committee) On 6/1/16 the EC&C asked that this be put on the 6/15/16 EC&A agenda asking who would keep the records.

B. Campus Policy Coordinating Committee membership (UNO Campus Policy Development & Approval Process)

As of 6/1/16, this committee meets on the second Monday of each month. VP Laura Grams will attend the two summer meetings, 6/13 & 7/11/16. A representative will, hopefully, be appointed at the Retreat. Some suggestions were William Melanson, Michael O’Hara, Laura Kreiling.

Drew Nielson, UNO Compliance Officer, Business & Finance was

- Beginning and Continuing to Establish UNO Campus-wide Policies (template, scope, policy statement, procedures, etc.)
- Faculty (Senate?) membership on Campus Policy Coordinating Committee (3 year term, once a month meetings)

The EC&C asked that this issue be sent to the full Senate, March 9, 2016, information only, and volunteer would step up. No one volunteered.

Requested more information from Drew Nielson on 4/7/16, and his reply on 4/11/16: Hi, Drew,

The Executive Committee and Cabinet of the UNO Faculty Senate needs more information before they can provide a Senator as a member to the UNO Campus Policy Development and Approval Process/Committee.

Can you send me a short note on what the committee hopes to do:

- Contact/Chair person for committee (I am assuming it is you)
- Yes – I am the contact/chair for the committee.
- Charge for the committee
- The committee serves a bit of a dual purpose. For the purposes of policy development/approval, this committee serves as a resource to consult with university offices on proposed and draft policies to consider whether they are necessary and aligned with institutional mission, goals, and priorities; that policies are concise, consistent in format and scope, and easy to understand; to identify constituencies and other policies that may be effected; and to make recommendations for offices attempting to create or revise campus policies.
- The committee also exists as the campus compliance committee providing
leadership and support in promoting a culture of institutional compliance with regulatory matters. In our meetings we discuss current campus compliance related initiatives, new or challenging regulatory requirements, and the identification of risks and/or opportunities for improvement.

- **Membership and who chooses**
  - I’ve chosen the membership with feedback and input from campus community and leadership

- **Terms of service for members**
  - Ideally, I’d like to have some consistency in our membership. I believe it is especially important as it relates to policy development and approval. Familiarity with the process and existing policies would be helpful. I would recommend a three-year term but would certainly be open to discussing if that seems unreasonable.

- **When does committee meet/how often?**
  - We meet the second Monday of every month for an hour at 10:00 AM. Also, we’ll utilize email in between scheduled meetings to discuss new/proposed policies in the hopes that we can expedite the process a bit if/when possible.

- **Etc.**
  - If there is anything else I can do please let me know and I would be happy to help.

VIII. **New Business**

A. **Task Force for Course Evaluations:** Form task force again?

   **2016-2017 Members of the committee:** Holly Miller, Barbara Robins, Suzanne Sollars, Adam Tyma, Michael Perdunn (SAC President)

   The Ad Hoc Task Force was unable to complete its work in 2015-2016 and could be reestablished at the June 2016 EC&C mtg. Senator Sollars expressed interest in continuing on the Task Force, as did Senator Tyma.

   The Faculty Senate Coordinator will send an e-mail to see if the original members are still interested in this issue, then Senator Miller will take over.

B. **Revised Academic Integrity Policy**

   E-mail sent to Faculty Senate President Woody 5/24/16:

   *Bob,*

   *Deb and I are trying to ensure that the Undergraduate and Graduate Catalogs are updated with the revised academic integrity policy, approved by Faculty Senate on 3/28/16. We would like to propose a friendly clarification to the policy to make clearer how the process applies to graduate students. In short, we propose a footnote that indicates that instances where the policy refers to the Department Chair should go to the Graduate Program Chair, and instances where the policy refers to the college or the dean it means the Graduate College and Graduate Dean. See attached for proposed changes, which appear in blue italics for easier review. (agenda attachment – pgs. 26-29)*

   *I am cc-ing Jodi Kreiling and Holly Miller, the 2015-16 and 2016-17 chairs of the Academic/Curricular Affairs committee, respectively.*

   *Candice*

   ***************

   *Candice Batton, Ph.D.*

   *Assistant Vice Chancellor for Academic Affairs*

   *Associate Professor, Criminology & Criminal Justice*
On 6/1/16, the EC&C committee received and approved of changing the policy to add “for both undergrad and grad students.” (6/1/16)

C. Final Exam Times Mtg.: Senator Jodi Kreiling reported the meeting with Matt Schill and Allison Junker was at 1:30 p.m. on May 17, 2016.

This group is not necessarily looking to start a task force or set up a committee to meet regularly and discuss final exam issues. They are well aware of the conflicts that exist, and are just as anxious as us to come up with viable solutions to the conflicts. Allison Junker has laid out the 2 major final exam conflicts as well as a list of possible solutions. The current final exam schedule being followed is what administration and the deans have deemed the “best” solution. Allison, Matt, et al. (and I’m pretty sure a good chunk of faculty would agree) do not think the current exam schedule is the “best” solution. They are looking for faculty ideas and/or support for possible options to resolve current final exam issues. That is why they have reached out to the senate and are hoping for some senate support or input.

They see 2 major conflicts that all boil down to not having Friday available for exam times.

1) Friday only classes have no exam time allotted and must simply “figure it out” on a class by class basis to determine a final exam time. This slot is becoming more popular by the semester as faculty are attempting to offer classes outside of the “prime time” zone.

2) Unless administration allows the Registrar’s office to schedule final exams from 7 am until 10 pm Monday through Thursday of finals week, there are not enough slots in that time frame to accommodate all classes without overlap and conflict. Currently, administration and the deans are not allowing exams to be scheduled that late, and so therefore we have exam slots that overlap.

Allison has made several proposals separately to address each of the situations above. None of them are as simple as adding back Friday exam times. The obvious issue with Friday exam times would be convincing administration to move graduation to Saturdays and whether there is some type of ripple effect with Baxter arena if we did move the date. It is possible that even if the date were to be moved, it might take 2-5 years to implement the change as Baxter is booked out a long time in advance. (and so are hockey games, which could be a large conflict for the Fall commencement without some planning)

My question is what would you like done next? Would you want me (and/or Allison Junker) to come to the June EC&C meeting (not sure if that is even allowed) to bring this up as new business? I’m assuming at best it would get pushed to subcommittee (and my guess is that it would get pushed to A&CA, which is why I cc’d Holly on this email).

They realize that we are probably a minimum of 1 year away from even having a shot at making any changes to the schedule, but they want to get the ball rolling and see what type of faculty support they can gather. When these issues have been addressed in the past, they often stall out at the level of administration/deans on the assumption that faculty won’t like these changes. I would agree that all of the proposed solutions will have opposition, but I think it is in everyone’s best interests to understand that the less blatant conflicts are present in the schedule, the fewer conflicts that can/will arise.

Please let me know how you would like me to proceed.

AND

Some issues to be resolved that were discussed include:

1. Some classes have NO final exam times - perhaps 38 or 48 total classes?
2. Some faculty have final exams that overlap in time
3. Some students have final exams that overlap in time
4. The Pacific/Dodge campus scheduling differences create situations where some faculty and students cannot make it from one exam to the other at the appropriate time
5. Some classes lack a room in which to hold the exam or the room turned out to be double-booked (in at least one case we know of)
6. Deb thinks we need some general guiding principles for how to schedule final exams going forward
7. B.J. thinks we need better data on how many classes are actually affected by these things
8. Not all classes require a final exam held on campus, but we don't know this in advance and it's not clear how knowing this would aid the scheduling except to avoid room double-bookings
9. Questions have arisen about how early in the morning and how late in the evening we can hold exams.

**Baxter Arena May 2016 Graduation Schedule (can be contracted for up to 5 years ahead for graduations):**

The University of Nebraska Omaha will host three college/university commencement ceremonies and 13 high school graduation ceremonies at Baxter Arena during the month of May. Below is specific information regarding each ceremony.

- **UNO** | Friday, May 6 at 9 A.M. & 3 P.M.
- **UNMC** | Saturday, May 7 at 9 A.M.
- **Metropolitan Community College** | Friday, May 13 at 7 P.M.
- **Westside High School** | Saturday, May 14 at 2 P.M.
- **Papillion-La Vista High School** | Sunday, May 15 at 1 P.M.
- **Papillion-La Vista South High School** | Sunday, May 15 at 5 P.M.
- **Omaha North High School** | Monday, May 16 at 7 P.M.
- **Omaha Benson High School** | Tuesday, May 17 at 7 P.M.
- **Omaha South High School** | Wednesday, May 18 at 7 P.M.
- **Omaha Central High School** | Thursday, May 19 at 7 P.M.
- **Omaha Bryan High School** | Sunday, May 22 at 2 P.M.
- **Omaha Northwest High School** | Sunday, May 22 at 6 P.M.
- **Omaha Burke High School** | Monday, May 23 at 7 P.M.
- **Millard South High School** | Saturday, May 28 at 10 A.M.
- **Millard West High School** | Saturday, May 28 at 1 P.M.
- **Millard North High School** | Saturday, May 28 at 4 P.M.

**AND**

*From Parliamentarian Jim Carroll (rec. 5/31/16):*

At one time the FS met over the summer. Problem was that it was impossible to get a quorum at committee meetings, so nothing was getting done. That the EC&C acts for the full senate over the summer, and can get a quorum, means that it can respond as it sees fit; it does not need to wait for committee buy-in. It can provide guidance or guidelines to the administration; it can generate resolutions for all to see. To the extent it can get involvement / communication from committee members, all the better. In August the Faculty Senate is asked to confirm what the EC&C did over the summer. This is an opportunity for the committee to recommend refinement of something acted on in summer. (It is almost always just accepted.)

Given an exam period long enough, there would be no conflict. At one time there were essentially none. Graduation came Saturday, after finals. Classes were
scheduled on only one campus. Students had at least a full hour after one final exam before they had to start another, a chance to clear their heads. The only time blocks which overlapped were non-standard ones; I believe the Chancellor restricted those. Students with three exams in a day were told one of them had to be offered to them on a different day. Things are more flexible and complex now, but computers are more capable of dealing with complexity. If there were a set of ranked, guiding principles, these might be applied by the Registrar to come close to avoiding conflicts.

Senator Grams moved the following resolution. Senator Miller seconded. The resolution passed unanimously.

**RESOLUTION 4267, 6/1/16: Scheduling Final Examinations**

WHEREAS some regularly scheduled courses have no official final exam times, and some rooms have been double-booked for final exams, and some faculty and students have final exams that overlap in time, and some faculty and students have difficulty traveling from one location to another for exams that are scheduled consecutively;

BE IT RESOLVED that the following decision procedure for scheduling final examinations is recommended:

1. Students and faculty in Friday-only courses deserve to have exams scheduled in accordance with their regularly scheduled class times; therefore, all options that involve opening Friday examination times for these courses should be considered, including: Graduation dates after the last date (Friday) of final exam week (e.g. Saturday, Sunday, et al.), or examinations scheduled on the last Friday of the regular class term (Prep Week).

2. The Registrar shall review the final examination schedule to remove any double-bookings in classroom space.

3. The Registrar shall identify faculty for whom final examinations have been scheduled at overlapping times, and attempt to resolve these conflicts on an ad hoc basis.

**D. Retreat Planning**

- **Goals**
- **Speakers:**
  1. SVC BJ Reed (On-line World Wide: overall budget allocation process, with additional details on online course tuition, etc.) (for lunch; speak 1-1:30 p.m.)
  2. The EC&C suggested that AVC for Enrollment Management, Omar Correa, be asked to speak just before lunch (invited to join us for lunch). (Enrollment and retention from a faculty perspective. How can faculty help recruit and retain students from impoverished backgrounds? What is available to help those students when they arrive at UNO? Are there special support services for them? What have you learned in the year you’ve been here?) The Faculty Senate Coordinator will contact him.

- **Timeline/Schedule**
  1. It was suggested that an explanation of the Budget Report was not necessary
and to remove it from the Sample Agenda.

2. The Faculty Senate Coordinator will tweak the schedule of the agenda and it will again be reviewed at the July 6, 2016, EC&C meeting.

E. Stipend for Summer
The EC&C asked that a stipend for service in summer months be added to the September EC&A agenda. Most faculty work a 9 month/academic year calendar, and service on committees, task forces, etc., meeting during the summer months is, as yet, unpaid.

F. August EC&C Meeting
The EC&C asked that the August EC&C meeting be held on August 10, 2016.

IX. The meeting adjourned at 4:03 p.m. with announcements.

X. Announcements
A. EC&A Mtg: Wednesday, June 15, 2016, 2 p.m., EAB 200 (Chancellor’s Conference Room)
B. EC&C Mtg: Wednesday, July 6, 2016, 2 p.m., ASH 196
C. EC&A Mtg: Wednesday, July 20, 2016, 2 p.m., EAB 200 (Chancellor’s Conference Room)
D. EC&C Mtg: Wednesday, August 10, 2016, 2 p.m., ASH 196
E. Faculty Senate RETREAT: All day Wednesday, August 17, 2016, Mahoney State Park
F. EC&C Mtg: Wednesday, September 7, 2016, 2 p.m., ASH 196

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<th>Schedule for 2016-2017</th>
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<td><strong>EC&amp;C Meetings</strong> (Usually 1st Wednesday of month)</td>
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<tr>
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<td>December 7 (Prep Week 12/5-10/2016)</td>
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<td>January 4th (Semester begins 1/9/17)</td>
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<td>May 3 (Finals Week 5/1-4/17) (Commencement 5/5/17)</td>
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