I. Call to order
II. Roll Call
   At Large Senators: Davis, Wozniak, Frickel;
   CBT Senators: Agrawal, Meznarich, Amundson, Moore, Trewin, Taylor;
   COE Senators: Fredrickson, Lewis, Kritzer, Mollenkopf, Moore, Montgomery, Unruh,
   CFAH Senators: Chavez, Fronczak, Hartman, Kruse, Flood, White, Dimock, Burbal;
   CNSS Senators: Benz, Combs, Darveau, Stevens, Biggs, Lilly, Miller, Carlson, Ericson, Trantham;
   Library Senator: Mueller

III. Approval of Agenda
IV. Action on Faculty Senate Minutes of December 2, 2010
V. Special Presentation
VI. Reports of Faculty Senate Standing Committees
   A. Oversight Committee:
   B. Executive Committee: Minutes of January 19, 2011
   C. President’s Report:
   D. Academic Affairs: Minutes of January 20, 2011
   E. Academic Freedom and Tenure Committee:
   F. Academic Information and Technology Committee: Minutes of December 10, 2010
   G. Artists and Lecturers Committee:
   H. Athletic Committee: Minutes of December 10, 2010
   I. e-campus Committee:
   J. Faculty Welfare Committee:
   K. Grievance Committee:
   L. Library Committee:
   M. Professional Conduct Committee:
   N. Student Affairs Committee:
   O. Faculty Senate/General Studies Joint Committee:

VII. Reports of Senate Representatives to Non-Senate Committees
A. Assessment Committee:
B. Affirmative Action Commission:
C. Center for Teaching Excellence Advisory Committee:
D. Council of Chairs:
E. Ethnic Studies Advisory Committee: Minutes of December 9, 2010
F. Fees Committee:
G. First Year Advisory Council:
H. Gender Equity Committee:
I. Honors Council: Minutes of December 1, 2010
K. Parking:
L. Student Retention Committee:
M. Safety Committee:
N. Strategic Planning:
O. Student Support Services Advisory Committee:
P. Technology Advisory Committee:
Q. Women’s & Gender Studies Advisory Council: Minutes of December 8, 2010
R. WI/CD Committee: Minutes of November 9 & December 14, 2010

VIII. Reports from Academic Councils
A. Graduate Council:
B. General Studies Council:
C. Council on Undergraduate Education:

IX. Unfinished Business

X. New Business

XI. General Faculty Comments

XII. Adjournment
I. Call to order

II. Roll Call

At Large Senators: Present: Wozniak, Frickel, Davis;

CBT Senators: Present: Agrawal, Amundson, Moore, Trewin, Taylor

Absent, Meznarich;

COE Senators: Present: Kritzer, Moore, Montgomery, Fredrickson, Lewis, Mollenkopf, Unruh;

CFAH Senators: Present: Burbul, Fronczak, Kruse, Flood, White, Dimock,

Absent: Chavez, Hartman;

CNSS Senators: Benz, Combs, Darveau, Biggs, Lilly, Miller, Carlson, Ericson, Trantham; Absent: Stevens;

Library Senator: Present: Mueller.

III. Approval of Agenda

Carlson (Fredrickson). Moved approval. Motion passed.

IV. Action on Faculty Senate Minutes of November 4, 2010

Biggs (Davis). Moved approval. Motion passed.

V. Special Presentations

Vice Chancellor Barbara Johnson noted that since a portion of our operating budget comes from the State and since all indications are that the State will have to do some budget cutting, she would like, for sake of transparency, to provide a description about our budget, which she offered to do on an annual budget. Vice Chancellor Johnson described the various fund sources that go into UNK’s operating budget and noted that for 2010-2011, the budget includes the General Fund which consists of the State tax revenues ($34,097,172), the Cash Account (tuition, fees, investment income) with unrestricted funds of $24,537,940 and Designated/Restricted funds of $160,000 which is the IDC Research Incentive to departments for a total of $24,697,940, the Revolving Fund ($20,600,000) which is self-generated from departmental sales, charges for housing, food services, etc. which can be carried over from year to year, and Trust Funds ($5,300,000) which consists of State and private gifts, scholarships, grants, and contracts, non-federal student aid programs, and the money used to service our debt for such things as residence halls and the Union. Our discount rate stands at 19%. She noted that the Federal share of our budget ($39,300,000) now includes Federal Direct Student Lending Loan Program (Stafford loans), which is why the amount is 30 million more than in previous years. In addition, need based aid and grant funds are deposited into this account.

The current year allocation of the budget ($ 58,635,11) is as follows:

- Academic & Student Affairs: 59.49%
- Distance Learning Program: 1.36%
Vice Chancellor Johnson also reviewed UNK’s budget reductions over the past decade, which totals $7,771,015 as shown in the table below:

<table>
<thead>
<tr>
<th>Year</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001-02</td>
<td>Special Session</td>
<td>($288,246)</td>
</tr>
<tr>
<td>2001-02</td>
<td>Special Session</td>
<td>($592,303)</td>
</tr>
<tr>
<td>2001-02</td>
<td>April</td>
<td>($536,116)</td>
</tr>
<tr>
<td>2002-03</td>
<td>July 1</td>
<td>($1,208,572)</td>
</tr>
<tr>
<td>2003-04</td>
<td>July 1</td>
<td>($1,675,828)</td>
</tr>
<tr>
<td>2004-05</td>
<td>July 1</td>
<td>($86,335)</td>
</tr>
<tr>
<td>2005-06</td>
<td>July 1</td>
<td>($531,021)</td>
</tr>
<tr>
<td>2006-07</td>
<td>July 1</td>
<td>(0)</td>
</tr>
<tr>
<td>2007-08</td>
<td>July 1</td>
<td>($243,893)</td>
</tr>
<tr>
<td>2008-09</td>
<td>July 1</td>
<td>($385,401)</td>
</tr>
<tr>
<td>2009-10</td>
<td>July 1</td>
<td>($794,059)</td>
</tr>
<tr>
<td>2009-10</td>
<td>Special Session</td>
<td>($342,763)</td>
</tr>
<tr>
<td>2010-11</td>
<td>July 1</td>
<td>($1,086,478)</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>($7,771,015)</td>
</tr>
</tbody>
</table>

To offset the budget reductions, the University has raised the cost of tuition as indicated in this Table below. At the same time, we have provided tuition remissions, which serve as a marketing tool. It is expected that in the future, state appropriations will continue to decrease and tuition will continue to increase.

<table>
<thead>
<tr>
<th>Year</th>
<th>Percentage</th>
<th>Year</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001-02</td>
<td>10.0%</td>
<td>2006-07</td>
<td>5.9%</td>
</tr>
<tr>
<td>2002-03</td>
<td>10.0%</td>
<td>2007-08</td>
<td>6.0%</td>
</tr>
<tr>
<td>2003-04</td>
<td>14.9%</td>
<td>2008-09</td>
<td>6.0%</td>
</tr>
<tr>
<td>2004-05</td>
<td>12.0%</td>
<td>2009-10</td>
<td>4.0%</td>
</tr>
<tr>
<td>2005-06</td>
<td>4.9%</td>
<td>2010-11</td>
<td>6.0%</td>
</tr>
</tbody>
</table>
Our budget has increased from 89 million last year to 93 million this year in part from the increase in Online Worldwide offerings. It should be noted that budget projections and earnings are both impacted by enrollment. Also, we expect that the capital campaign will bring 50 million to UNK which will be used, in part for scholarships.

Q&A

1. How is it determined what part of the online course tuition goes back to departments? The allocation formula was determined by Kenya Taylor, Gloria Vavricka and Barbara Johnson. The plan will be revisited and the accumulation of money will be monitored and if significant, departments will be asked to justify retention of the dollars.

2. Why do we have an exclusive contract for food services? Vice Chancellor Johnston has prepared a white paper that explains why we will continue to have an exclusive contract. She also pointed out that faculty are at liberty to provide food and drink from their own pocket for events or student activities, especially if it doesn’t become a regular thing. The concern about catering is mostly about how UNK presents itself to guests, including student guests. Donations of food by external caterers are not allowed.

3. Can students buy textbooks from other vendors than our bookstore? Yes, also Nebraska Book should not be asking faculty for their book orders since they receive copies or what is ordered from our Administration. Also, they should not be selling photocopied materials. While the bookstore can make recommendations to students for supplementary materials they are not allowed to suggest that they are required or recommended by the faculty.

Director of Admissions Dusty Newton provided an overview of this semester’s enrollment data and plans for enrollment initiatives in 2011. This Fall, UNK enrolled 1132 new Freshman which was a 15.2% increase over 2009. This included 164 new Freshman in the Honors Program, a 13% increase over last year. The Freshman ACT average was 22.66. We showed enrollment increases for students from Kansas, Colorado, Texas and California. Also, there was a 41% increase in the number of Hispanic Freshman.

Dusty also reviewed UNK’s enrollment strategies, which include expanding dual enrollment programs, greater utilization of faculty, staff and students, increasing community college transfer enrollments by rebuilding our partnerships with community colleges, expanding on-line offerings, increased minority recruitment, utilizing scholarships to attract top students, greater utilization of the web, enhanced support for first year students, development of a transfer student success program and improved academic advising. New initiatives for 2011 will include enhanced recruiting efforts in Colorado supported by a grant of $50,000 from Central Administration, and an increased on-line presence through Facebook and Zinch. A non-resident scholarship is available to out-of-state students if they qualify by meeting two of the following three criteria: 23+ ACT, Top quarter of the class, or 3.5 GPA. We are also part of a consortium of mid-west States which allows students from those States to pay 150% of in-state tuition.

Dusty indicated that it would be very useful to the Admissions people if any departmental activities that host high school students would provide contact information for those students. He
also indicated that the Enrollment Management group had been very helpful in developing a profile of the type of students we should be trying to recruit.

VI. Reports of Faculty Senate Standing Committees
   A. Oversight Committee:
   B. Executive Committee: Minutes of November 17, 2010 meeting with UNK Admin.
      While Vice Chancellor Carlson indicated that we should not see advertising on our web site if we conduct an internal UNK search, several Senators demonstrated that they did, in fact, see ads while searching our internal database, e.g. e-campus. Vice Chancellor Carlson had asked that examples of this be reported to him. The Executive Committee was asked to alert VC Carlson to the continuing problem.
   C. President’s Report:
   D. Academic Affairs: Minutes of 11/18/2010; Frickel (Fronczak) moved to accept. Motion passed.
   E. Academic Freedom and Tenure Committee:
   F. Academic Information and Technology Committee: Minutes of October 21, 2010
      The Senate expressed concern that the clickers approved by the Committee do not fully interface with Blackboard and requests that the Committee collect data on clicker use across the campus.
   G. Artists and Lecturers Committee:
   H. Athletic Committee:
   I. e-campus Committee: Minutes of November 9, 2010
      The Senate expressed concern that the current policies that govern funding for online programs (tuition differential funds) does not adequately support the development of new programs. It is suggested that money should be spent for growing a program. The Senate requests that the Committee re-visit the guidelines and revise them to promote new program development, especially in the initial stages before a program becomes fully online and thus generating adequate funds, and to pay special attention to multi-disciplinary programs.
      The Executive Committee was charged with finding out how much of the tuition differential generating in online courses comes back to the departments.
   J. Faculty Welfare Committee:
   K. Grievance Committee:
   L. Library Committee: Minutes of November 17, 2010
      Concern was expressed about the process of hiring of a Writing Center Director which seems to have been aborted due to organizational chart issues. A new call has been issued and previous applicants have been asked to re-apply.
   M. Professional Conduct Committee:
N. Student Affairs Committee: Minutes of November 19, 2010

O. Faculty Senate/General Studies Joint Committee: Final Report, November 29, 2010

Frickel (Biggs) moved to accept the recommendation contained in the final report. Motion passed unanimously.

It was noted in the discussion that we need consistent policies and procedures for determining course and instructor effectiveness and that portal and capstone course may present unique challenges, given their interdisciplinary nature.

Wozniak (Chavez) moved that the Faculty Assistant to the Senior Vice Chancellor meet with the Chairs of the College Educational Policy/Academic Affairs Committees, the Chair of the Faculty Senate Academic Affairs Committee and the Director of General Studies meet to determine the procedures to be used to implement the recommendation made in the final report of the Faculty Senate/General Studies Joint Committee and that these procedures be reported back to the UNK Faculty Senate. Motion passed unanimously.

VII. Reports of Senate Representatives to Non-Senate Committees

A. Assessment Committee: Minutes of November 1, 2010

B. Affirmative Action Commission:

C. Center for Teaching Excellence Advisory Committee:

E. Ethnic Studies Advisory Committee:

F. Fees Committee:

G. First Year Advisory Council:

H. Gender Equity Committee:

I. Honors Council:

J. International Studies Advisory Council:

K. Parking:

L. Student Retention Committee:

M. Safety Committee:

O. Student Support Services Advisory Committee:

P. Technology Advisory Committee:

Q. Women’s Studies Advisory Committee: Minutes of November 10, 2010

R. WI/CD Committee: Minutes of October 12, 2010

The Senate discussed the need for a WI Committee and for universal WI standards given that our goal is to teach writing in a discipline and a 6 hour standardized requirement may not be the best way to accomplish that. Senator Amundsen, who chairs the WI/CD Committee agreed to take the Senate’s concerns to the Committee and to talk with the Sr. Vice Chancellor about this issue.
VIII. Reports from Academic Councils
   A. Graduate Council:
   B. General Studies Council: Minutes of October 7, October 22, 2010
   C. Council on Undergraduate Education:

IX. Unfinished Business
   B. FYI: Why Exclusive Contracts

X. New Business

XI. General Faculty Comments

XII. Adjournment

   Kritzer (Fredrickson) moved to adjourn. Motion passed.

Respectfully submitted,
   Rick Miller, Secretary
FS/Executive Council Meeting 011911

Present: Chancellor Kristensen, Dawn Mollenkopf, Rick Miller, Joe Benz, Charlie Bicak, Joe Oravec, Curt Carlson, Barbara Johnson, Tami Moore, Aaron Dimock (sec.)

Guest: Bill Wozniak - UNKEA President

I. Bill Wozniak
   The UNKEA was thinking that it would be appropriate to let staff know how much faculty appreciate them. The Union would like to join with the faculty and administration to demonstrate our appreciation during staff appreciation week, April 25-29. Plans will be made to demonstrate support for staff. Vice-Chancellor Johnson agreed to serve on a coordinating committee. Wozniak will also serve on the committee.

II. Moving forward on the recommendations from the Joint GSC/FS Council on the General Studies Program.
   Recommendation 1. (Re: Distribution Outcome 1) Can be handled by the Assessment office.
   Recommendation 2. (Re: Course and Instructor Effectiveness) This has some higher urgency. Review should be of the course, addressing both the syllabus and the instructor. The GSC should develop a protocol.
   Discussion: The senate’s recommendation on this point is to keep the evaluation of instructor effectiveness at the lowest level - like college level education policy and academic affairs committees.
   Recommendation 3. (Re: Online Courses) The online concerns focus mostly on the portal courses. At this time the GSC has no authority to address the course format. In course review, there should be at least some review of the online classes.
   Discussion: There is no comparability between evaluation instruments for online and in-class. This issue can be taken to the deans for discussion of how best to address the concerns.
   Recommendation 4. (Re: Faculty Support) This kind of support can be managed through the VCAA’s office.

III. Policy for how to fund the development of online programs.
    The Business and Finance office examined the historical allocation of funds and there is a specific allocation for new program development. Online Worldwide has grants for “startup” programs.

    There are some problems with the use of differential funding. We are adding courses online, but not getting the funding needed to supplement on campus instruction.

    Since this is the first year of the budget model, there will be a re-evaluation of the budget model.

IV. Future of WI
    Senate and administration discussed the current WI model and the degree to which change should be considered. One of the main criticisms of those supporting change is the current model’s lack of flexibility. When WI started, it was designed to promote writing across the curriculum and if that is accomplished and writing is integrated, the WI has served its purpose.
The writing is assessed at the department level. Regents, and others, will need to have the nature of the shift away from a WI course model to a departmental assessment model explained.

V. Continuing Issues with Advertisements

There are ads that pop up from some words or on some pages. There needs to be further investigation of our options.

VI. Administration Reports

Chancellor:

There has been good progress in alumni with Lucas Dart, he is shifting his attention to the capital campaign. Pete Kotsiopulos is working with the foundation and alumni association to merge the functions of these offices. Clark Rosenlof is also being brought in as support and to work on donor identification.

Regarding the budget, when the President and Legislature say we’re flat, that only relates to funds, costs continue to increase.

VCBF: The President’s announcement on the funding from the legislature warns us to be cautious. In the last year’s tuition increase, 2% was held back for needs-based allocation. Built into the funding model is allocation for the salary pool, increases in utilities, and health care costs. Since we have been working on best, mid, and worst case scenarios, we will continue to be guided by central administration to use closer and closer figures in the model. In June, we will find out the final figures and make allocation decisions.

The news is that the budget won’t be as bad as it could have been, but we will have to make decisions as to how we use the money we have.

VCAA: The Deans still have the same guiding questions that concern what we build, sustain, minimize, and eliminate.

VCBF: Cross Efficiency Committees are still working to make recommendations to minimize costs across the campuses.

VCBF:

We published the RFP for the food service. Five companies have expressed interest. Sometime in March or April the contract will be established for the next 10 years.

The RFP for laundry services is in the third phase to determine what company will manage that service.

There is a well-defined process and protocol for determining when school is opened and closed. Two thirds of our students commute, as do a number of faculty and staff.

VCUR:
The legislative process is being monitored. At the state level, we are watching the Unicameral's decisions on funding. At the national level, the loss of earmarks is changing the way national funding will work, at least in the foreseeable future. The national team will still be visiting the national legislators to discuss other ways they can support education here.

We have increased Facebook advertising targeted to prospective students and decreased traditional advertising on billboards, radio, and television. The direct mail program with a new "variable data" capability is now more tailored to specific audiences and even individuals. The prospective student website has been modified. The change in athletic conference to the MIAA will change some of our advertising strategies to focus more on Kansas and Missouri.

We are hiring a new web developer.

Dean of Student Affairs:

Working with a crisis management team to address individual concerns and work at identifying risks. LeAnn is the point person on that. Faculty members are, historically, the ones to first identify students in crisis.

A program review is being organized.

Gail Zeller is retiring and a search is being performed.

VCAA:

LB372 is being considered and that would give universities the right to offer certificates where the preponderance of courses are above the associate level.
Faculty Senate Academic Affairs Committee
Minutes
Thursday, January 20, 2011
Nebraskan Student Union, 310


Guest: Mary Sommers

Meeting began at 3:30pm.

1. **Elections.**
   The Committee elected Martha Kruse Chair and Roger Davis Secretary of the Committee.

2. **Proposed New Academic Standing Policy.**
   Proposal comes to AA as an approved item from the Enrollment Management Council. Council member Mary Sommers reviewed the proposal noting that the intent is to both make standards a bit more demanding and to let students know earlier when problems arise. In discussion the committee found the language to be confusing. A general consensus emerged that the policy language needs clarification, particularly regarding policy that students would get a probation period prior to suspension. Sommers indicated the committee would be glad to revise the language and bring it back to AA at a future date. Shipporeit/Anderson move to table proposal.
   Motion to table the proposal approved.

3. **Agenda Items #83 through #97.**
   The committee reviewed the items and found no issues.
   Lawson/Burbl moved approval of #87 through #97.
   Motion to approve passed.

4. **Academic Affairs Meetings:**
   AA subcommittee meeting will be Wednesday, February 9, FDHL 2147.
   Full AA meeting will be Thursday, February 17. LTBA.

Committee adjourned at 4:15pm

respectfully submitted,

Roger Davis, Secretary

2010-2011 ACADEMIC AFFAIRS COMMITTEE

**Academic Affairs Committee 1/20/2011 3:30 NSU 310**
NUMBER, REQUEST, LEVEL, SPECIFIC REQUEST, DEGREE/COURSE, PROGRAM/COURSE, TITLE, DEPT, COL, REASON

#83, Create, Course, ACCT 491, Advanced Accounting Information Systems, AF, B&T, Understanding of systems is becoming increasingly important in accounting and auditing professions. This class will be offered as an accounting elective.

#84, Alter, Program, BSEd, Basic Business 7-12 Teaching Subject Endorsement Option, ECON, B&T, To reflect recent title change by the State of Nebraska. New Title of Program: Basic Business 6-12 Teaching Subject Endorsement Option.

#85, Alter, Program, BSEd, Career Business Education 7-12 Teaching Field Endorsement Option, ECON, B&T, To reflect recent title change by the State of Nebraska. New Title of Program: Career Business Education 6-12 Teaching Field Endorsement Option.

#86, Create, Course, MKT 303, Principles of Supply Chain Management, MKMIS, B&T, New course. Modified to address concern expressed by Management that there was too much redundancy with MGT314.

#87, Create, Course, MKT 388, General Studies Capstone, MKMIS, B&T, New Course.

#88, Create, Course, MKT 402, Materials Management and Procurement, MKMIS, B&T, This course will be a valuable elective for Marketing Emphasis and Marketing/Management Minor students. The course will also be an integral component of the Supply Chain Mgt. Emphasis and Minor that we plan to submit soon.

#89, Create, Course, MKT 403, Logistics and Transportation, MKMIS, B&T, This course will be a valuable elective in the Marketing Emphasis and the Marketing/Management Minor.

#90, Create, Course, ART 407, Art Methods for Young Children, ART, FAH, To meet the needs of the online Early Childhood Development students.

#91, Alter, Course, Number, Title, and Course Description, SPCH 299, Organizational Communication, COMM, FAH, We are updating this course and its followup with new titles to more clearly display the sequencing of the classes. We are changing the numbering of the class from 299 to 301 to match the difficulty of the course. There are not significant content changes being made to the course. New Number: SPCH 301. New Title: Introduction to Organizational Communication.

#92, Alter, Course, Title, Prerequisite, and Course Description, SPCH 452, Theories of Organizational Communication, COMM, FAH, We are updating our Organizational Communication curriculum. We are changing the titles of the Org Comm classes to more clearly reflect the sequencing and content of the classes. We are not changing the classes themselves. We are adding SPCH 301 as a pre-req to make sure students take the Org Comm classes in sequence. New Title: Advanced Organizational Communication. Changing from no prerequisite to a prerequisite of SPCH 301.

#93, Alter, Program, BS, Organizational Communication Comprehensive, COMM, FAH, The organizational communication curriculum is being updated and modified to fit the contemporary needs of students and industry. The speech communication major will have two tracks with this revision. The second track reflects more of a “human” side of dealing with people rather than an organizational structure. Therefore, the department feels that the title of the degree should be changed to reflect both tracks of the degree program. The name is being changed, numerous courses in this major are being
changed, and the BS requirement is being modified to comply with the Academic Affairs policy of May 2004. New Title of Program: Organizational and Relational Communication Comprehensive.

#94, Alter, Course, Inactivate, ENG 312, Writing in the Professions, ENG, FAH, The course has not been offered since the mid-90s. We are replacing ENG 312 with a new course created in the advanced expository writing category.

#95, Alter, Program, BA, English, ENG, FAH, We are seeking to alter the program by adding ENG 211 and ENG 215 to the list of choices in the writing category. ENG 211 is a newly created course that has already received approval; the omission of ENG 215, an already existing course, was an oversight.

#96, Alter, Program, BA, English: Writing Emphasis, ENG, FAH, We are seeking to alter the program by adding ENG 211 and ENG 215 to the list of choices in the writing program. ENG 211 is a newly created course that has already been approved; the omission of ENG 215, an already existing course, was an oversight.

#97, Alter, Program, BAEd, English 7-12 Teaching Subject Endorsement, ENG, FAH, We are requesting that the program be altered to include ENG 444 (Seminar in American Realism) in the American Literature category. Its current absence from the list of eligible American literature courses is the result of an oversight. We are also requesting the addition of ENG 211 (Introduction to Creative Writing) and ENG 215 (Introduction to Creative Writing Stage/Screen) to the list of choices in the writing category. ENG 211 is a newly created course that has already received approval. The omission of ENG 215, an already existing course, was an oversight.

PROPOSED ACADEMIC STANDING POLICY

All students should maintain a 2.0 cumulative GPA for work taken at this institution. If a student falls below a 2.0 cumulative GPA they will be placed on academic probation. Unless special permission is granted by the student’s academic advisor, students on academic probation must carry fewer than 16
hours. The offices of Academic and Career Services, Academic Success, Counseling Care and Multicultural Affairs work individually with probationary students to help them achieve their academic and personal goals.

A student will be suspended from UNK at the end of any semester in which the following conditions exist:

1. **Credit Hours Attempted 1-24:** more than one semester attended and a cumulative GPA below 1.80.
2. **Credit Hours Attempted 25 – 45:** cumulative GPA below 2.0 at the end of the prior semester (academic probation,) and both semester and cumulative GPA below 1.90 or three consecutive semesters on probation.
3. **Credit Hours Attempted 46 and above:** cumulative GPA below 2.0 at the end of the prior semester and both semester and cumulative GPA below 2.0 or three consecutive semesters on probation.

The suspension appeal process would remain the same.

**CURRENT ACADEMIC STANDING POLICY**

All students should maintain a 2.0 cumulative GPA for work taken at this institution. If a student's cumulative GPA falls below the following limits, he/she will be placed on academic probation:

**Credits Attempted: - Minimum Cumulative GPA**

- 0-16: - 1.0
- 17-32: - 1.50
- 33-48: - 1.65
- 49-64: - 1.80
- 65-80: - 1.90
- 81 & Above: - 2.00

Unless special permission is granted, students on academic probation must carry less than 16 hours. Offices of Academic and Career Services, Academic Success, Counseling Care and Multicultural Affairs work individually with probationary students to help them meet their individual needs. Students who do unsatisfactory coursework (probation) for two consecutive semesters are suspended for one academic year; however, they may enroll for classes during the summer term.
(Referring to Jon's agenda items in the order covered)

B. Antivirus

Status of our current antivirus contract was discussed. While UNK has no technical reason to change vendors, a January 15th expiration of our current contract together with a significant price difference between the leading vendor choices (MacAfee at $27,000 and Symantec at $5,000) makes a change seem likely. Per Deb, the final decision will be price based.

Of note:
- Regardless of the eventual vendor, student use licenses will be discontinued.
- Home use rights for employees will change (Deb to advise).
- While MacAfee has agreed to a price reduction, a Big 10 contract offered by Symantec provides a large discount. MacAfee has been generally difficult about the contract negotiations.

A. Clickers

InterWrite clickers and lack of MS Office 2010 compatibility was discussed (a brief history of the decision to use InterWrite was provided by Jane Peterson from ITS). In short, the clickers do not work with certain MS Office 2010 applications; a previous issue with Blackboard seems to have been resolved. The vendor claims the problem is with MS Office and, while updates may be offered by the vendor to address the issue, no firm commitment to do so has been received.

Given a limited faculty pool of users (12, but with MS Office 2007 in smart classrooms) and evolving technology (e.g., cell phones and the Poll Everywhere application which interfaces with Power Point and replicates clicker functionality), the possibility of readdressing the clicker technology issue was raised.

Action item: Jane Peterson forward a list of clicker users to the AIT committee and set up a Blackboard discussion in order to discuss possible clicker technology changes with current users.

C. Overview of IT Academy
Deb gave an overview of Microsoft’s online training modules for its Windows OS and Office line of applications. Through the MS Academic Alliance, courses can be set up and made available to registered users, thereby providing self-paced online instruction in the various uses of Office products. While difficult to administer (courses are hard to set up and users must be individually registered by someone – only a single administrator is allowed), this training tool (at $1,400/year) is significantly less expensive than Atomic Learning and provides very good content (per Jane Peterson). This content could be used to prepare for Microsoft’s certification exams.

Also discussed was the possibility of setting up large sections covering basic Office training which would allow students, staff, and faculty access during the semester.

**D. Other**

Deb provided an update on the status of the email changeover. Five RFP’s have been accepted and are currently under review with the intent of selecting two finalists.
Members in attendance were Kyle Luthans, Jane Strawhecker, Duane Bierman, Nita Unruh, Amber Messersmith, (GA’s for Athletic Compliance: Laura Gormley & Rachel Page) and Jaime Lundgren. Jon McBride was absent.

Chair Scott Unruh officially called the meeting to order at 9:30 a.m. After committee member introductions, including graduate assistants working in the athletic office, Jane Strawhecker was elected to serve as committee secretary.

Scott began the meeting by updating the members on the role of the Athletic Committee and his Faculty Athletic Rep.), position. This year’s NCAA convention will be held in San Antonio in January and Scott, Jamie, and Chancellor Kristensen will represent UNK.

Jaime provided an update on NCAA legislation. The emphasis is on the non-championship section. At the NCAA convention, representatives will be voting on the second phase of the life in the balance legislation. Jaime shared that during the winter break between December 20-26, there is to be no countable athletic-related activity taking place. Another change in legislation, effective August 1, 2010, requires all head coaches to be certified in CPR.

Scott discussed goals for the year, including the Student-Athlete Satisfaction survey. The survey was moved to the Qualtrics® system and was recently sent out to seniors finishing a fall sports career; however, the return rate is a concern. The committee brainstormed alternatives including a face-to-face Senior Exit interview with an assigned member from our Athletic Committee. Freshman could complete the survey during the required Compliance Meeting. We currently don’t have a large enough sample size and have not been able to follow a group of student-athletes from freshman-senior year to analyze the results. Idea were discussed to improve response rate, including having the survey sent by someone on the FS Athletic Committee who is not a member of the athletic department or by having a member of the committee discuss the importance of the survey briefly at a team practice. Scott said several student-athletes are still under the impression answers could be traced back to them and there could be repercussions. Cliff asked if the survey is for in-house use only and Jon said that it was (for now, at least).

Scott surveyed the committee to determine our opinions on assessment requirements for Athletics that parallel requirements for other academic programs. We discussed some reasons to initiate this process and Jaime shared what assessments are already in place / available for public viewing. Nita recommended that a way to begin would be to tie outcomes to the Athletic Department’s mission.

Last, Jaime brought up the need to review the policy for missed classes due to athletic events. More so than past semesters, there have been problems. The committee discussed the need to inform student athletes of the policy at the Compliance Meeting and also to continue conversations with Dr. Bicak to ensure that the most recent policy is being used. Jaime also announced that on Dec. 14-15 she will be in attendance at the MIAA meeting.

Our committee meeting concluded at 10:40 am. Members are to email Scott with days/times for second semester, ensuring a window of time that is at least 1.5 hours.

Minutes submitted by Jane Strawhecker.
I. Meeting convened at 3:30 PM

II. Attendees: Stephen Glazier, Tami Moore, Lori Santos, and Claude Louishomme

III. Motion to approve September 9, 2010 minutes made by Glazier, second by Moore and unanimously approved.

IV. Louishomme nominated Amanda Torpy as student representative to ETHS Advisory Committee. After discussion, committee agreed to forward Ms. Torpy's name to Dr. Bridges, Faculty Assistant to Senior Vice Chancellor Bicak.

V. Committee agreed to support the "2011 No Limits" student research conference (March 4-5) and Haitian-American feminist performer/activist Lenelle Moise being hosted by UNK's women & Gender Studies program and Lori Santos being a panelist at the National Art Education conference in March 2011/Native American Issues

VI. Committee agreed to co-sponsor 2011 Dr. Martin Luther King Holiday activities: campus visit and speech by Illyasah Shabazz, Malcolm X's daughter, on Wednesday, January 12; campus visit and presentation by Noel Anderson, Ph.D., and Haroon Kharem, Ph.D. (CUNY-Brooklyn) "Education as Freedom;" and Dr. Martin Luther King Holiday Candle Light Vigil – Monday, January 17, 2011.

VI. Louishomme informed the committee that he had been invited to and agreed to participate in MONA's Third Thursday Program: A Greater Spectrum: African American Artists of Nebraska 1912-2010 and celebration of Dr. Martin Luther King Holiday, January 20, 2011

VIII. Meeting adjourned at 4:23 PM
Honors Advisory Council Meeting
December 1, 2010
Sisler Room, MSAB

Present: Mary Ailes, Jane Christensen, Gary Davis, Aaron Dimock, Beverly Frickel, Chris Knoell, Jan Moore, Dusty Newton, Paul Twigg, Mikayla Brune-HSAB
Absent: Victoria Goro-Rappaport, Ron Tuttle, Deb Bridges

Minutes for the September 22, 2010 HAC meeting were reviewed and approved.

Mikayla Brune, Honors Student Advisory Board representative, reported the following: Honors Program T-shirt sales were well beyond expectations (and any previous orders) at 118 total. On December 7, 2010, HSAB will host a community service event at Northridge Retirement Center. Honors students will mingle with the residents and sing Christmas carols. The annual Finals Week Pancake Feed will be Sunday, Dec. 12, 2010, from 8:30 p.m. to 10:00 p.m. HSAB hopes for a big turnout since this will now be an annual rather than biannual event.

Dusty Newton reported that approximately 170 seniors attended Multicultural Scholars and Leaders Day, and just as many attended Senior Day. Campus visits are way up—and continue to keep the Admissions office quite busy.

Gary Davis reported that Honors advising began on Oct. 6, 2010, and culminated with Honors registration day on Oct. 27, 2010. 93% of freshmen, 81% of sophomores, 72% of juniors, and 54% of seniors in the Honors Program visited with one of the Honors Directors for academic advising. It was an especially trying advising time as the Directors discovered one week before Honors registration that the Honors freshmen were not receiving the weekly Honors E-Bulletin—and therefore were not aware of advising, or registration dates. IT fixed this problem, and after a flurry of last-minute advising, most Honors students successfully registered via MyBLUE.

Davis reported that as of Dec. 1 the Honors office had received 74 applications for the Omaha World Herald/Kearney Hub scholarship (WHH), as the deadline was Dec. 1, 2010. 26 of the 74 applicants are at 30+ ACT scores. It is estimated the Honors Program will receive approximately 100 applications for these full-ride scholarships. All 74 applicants have been sent acceptance letters. Scholarship interviews will take place on January 25-26, 2011. 30 candidates will be interviewed, and 2-3 will be selected. Most remaining candidates will receive ample scholarship packages as well. For Honors Program membership/other Honors scholarships, February 1, 2011 is the final deadline. In total, the UNK Honors Program should review approximately 200 applications for fall 2011, and expect 145-160 Honors freshmen next fall. In comparison with recent years, these numbers are consistent.

Jane Christensen recounted the process of selection of the WHH scholarships candidates. The selection committee consists of the Honors directors, and the directors of both Admissions and Financial Aid. Review of the applications begins immediately after the Dec. 1 deadline. The committee will meet around Dec. 20 to determine the 30 candidates to be interviewed. Letters are sent immediately to these candidates, and replies expected shortly thereafter. Throughout each morning, candidates are interviewed individually by the committee, take part in a mini-Honors class led by a current Honors faculty member, and intermingle with host Honors students and all the Admissions counselors. Lunch is hosted by the Chancellor, and Vice Chancellors, Deans, and current WHH scholars intermingle with the candidates. Selection of the 2-3 winners takes place immediately after the interviews have been
completed. Winners are contacted via their high school guidance counselors to accept or decline within 2-3 days of their selection.

The search for the position of UNK Honors Program director will take place in spring 2011.

Respectfully submitted,
Jane Christensen, Associate Director, UNK Honors Program
JoLene Williams, Honors secretary
A meeting of the International Studies Advisory Council was held on Tuesday Jan. 26, 2011 at 3:30 in Founders Hall 2147.

Present: Amy Rundstrom, Barbara Amundson, Steve Amundson, Suzanne Maughan, Diana Jones, Susan Honeyman, Sonja Kropp, Sylvia Asay, Tone Mendoza, Will Aviles, Ann Marie Park  Absent: Glenn Powell

The meeting began with a discussion of International Education week and the International Studies Fair held in November. According to the sign-up sheet 75 students attended the fair and most faculty received positive feedback. There is general agreement that the format was successful and worth repeating with some minor changes. 1)It would probably be best to combine the International Studies and Study Abroad Fairs since there is so much overlap and students seemed confused about which day was which 2)We would like also to incorporate other areas of the Union—the Atrium for Study Abroad, and the area just outside the cafeteria to draw students into the Ponderosa room 3)It would be ideal to include Chartwells in our planning so they can also make that an International foods day and provide some decoration and extra advertising 4)It might work best to make the Fair the first day of the week and then have speakers and other events at lunch time the rest of the week. We may also want to include an evening event—such as a Salsa dance. 5)We will need to do more advance planning than in the past to include more groups/businesses etc and must secure the cooperation of the Office of International Education. Among those on campus we should also invite are the Conversation Table, and all of the International student groups.

Lilly then noted that the INTS 100 class had concluded successfully and that she had ended the class with an assessment essay which she passed around for the council to review. She mentioned that some funding is now available to incorporate Taskstream portfolios into the plan. The Program intends to take advantage of that opportunity. Finally, Lilly mentioned that she was not satisfied with the readings book in INTS 100 and would be asking council members to please begin to think about possible readings they could suggest for that class before next fall.

The council agreed that Phi Beta Delta, would continue to function as an Honor Society for International Studies students and other students with considerable international experience. The yearly initiation ceremony would serve mainly to honor our best students in their Jr or Sr. years. The ISO would function together with PBD as a more activist student group—intended as a means of recruiting students, increasing the visibility of the program and providing a sense of community to students already in the program. So far very few students have signed up for either, but the only opportunity to do so was at the Intl Studies Fair. Lilly will create a list of majors and minors and once the Faculty Advisors, Steven and Barbara Amundson set up a meeting time, she will send out an email inviting them to attend and join. An all subscribers email announce and a message on the student bulletin should also be sent out at that time.

Lilly reminded the council that the program has APR coming up in 2011-12. There was some discussion about whether it might be preferable to plan the review for the fall rather than spring, but ultimately members agreed on spring so that we would have more information to provide from the new program. Lilly asked members to be thinking about possible APR team leaders to suggest.

Finally the council discussed some budgetary issues and agreed to provide travel reimbursements to majors and minors engaged in study abroad activities when funds allow.

The meeting adjourned at 4:40. The next regularly scheduled meeting will be Feb 22 at 3:30.
Women’s & Gender Studies Advisory Council
MINUTES– December 8, 2010
History Conference Room (104-Copeland)

Present: Carrie Kracl, Allison Hedge Coke, Tami Moore, Jeanne Stolzer, Janice Fronczak, Tone Mendoza, Amber Lewis (alumni rep), Heather Towndrow (student rep), Linda Van Ingen (chair).

Absent: Julie Campbell, Pari Ford, Grace Mims, Darleen Mitchell, Demaris Grant, Linda Shaw, Rebeca Acosta (student rep).

1. Minutes of November 10, 2010 were approved by email and sent to Faculty Senate.

2. Alumni Rep: Amber Lewis joined the Advisory Council as the alumni representative.

3. APR Team Report and Director’s Response. Members reviewed the list of recommendations made by the APR Team and made suggestions for three priority issues: meeting with other program directors and the Faculty Asst. to the SVCASA regarding chain of responsibility issues; emphasizing the student-centered purpose of cross-listed courses, and exploring the need for an office assistant (shared with other programs) and the continuity that would provide from year-to-year.

4. Curricular Issues:
   a. Printed course schedule issue: Van Ingen reported that the Registrar’s office decided not to publish WGS electives in the course schedule due to limited resources and the WGS program’s use of the printed schedule as an independent marketing tool. Members noted that publishing the electives was a student-centered need, not a marketing tool.

   b. Creating WSTD cross-listed courses: Because WGS electives will not be published in either print form or on-line, members agreed that the APR recommendation to officially cross-list WGS electives with the Women’s Studies prefix (WSTD) is a top priority. Concerns about student credit hours need to be clarified, as the department that teaches the course should get the credit (which is the case at UNL and UNO). Van Ingen will look into this and will start this course approval process next semester.

   c. On-line courses with UNO and UNL: Van Ingen reported that all three directors (UNK, UNL, UNO) will compile a list of WSTD on-line courses currently available before moving forward with a joint on-line program.

   d. Teaching WSTD 220: Van Ingen inquired about faculty interest in teaching this course; these faculty have to be released from a course in their home department so availability is a challenging issue. Members agreed that a budget line for a WSTD adjunct would provide the flexibility to hire adjuncts for this position from off campus.

   e. Library Funds: Van Ingen requested title recommendations, due January.

   f. DVD funds: Van Ingen deferred this to next semester.

5. No Limits on March 4-5, 2011: Conference programming will begin in earnest in January. So far, we have:
   o Lennelle Moïse, Haitian-American feminist (“Speaking Intersections”). Her contract has been confirmed.
   o Alumni Panel may be scheduled for Friday morning or possibly on Saturday.
   o CFP –abstracts due Feb. 1; CFP has been sent out by email.
   o Posters/art work/postcards
   o A “best paper” prize?
   o Subcommittees to help organize and run the conference: what are $$$$budget needs?
     • Organize panels: Moore
     • Registration: Mendoza, Acosta (name tags, pens? Other?)
• Chartwells: Fronczak, Ford (Friday night dinner (Pizza) is complimentary)
• Sandhill cranes: Hedge Coke (2 vans? Admission costs?)
• Hosting Moïse (including p/up at Kearney airport): Hedge Coke
• Moïse performance/stage needs: Hedge Coke
• Logo artist for promotional materials/posters: Fronczak (artist stipend?)
• Dancing with Colors/Labyrinth Walk set up and leadership: Fronczak, Shaw
• Additional assistance: Mims (with student interns); Hedge Coke (with students)
• Hotel room blocks at Super 8 with discount rates: Acosta

No Limits Tentative Schedule:

Friday, March 4, 2011
10-10:45am  Registration
11:00-12:30  Alumni panel?
12:45-1:15  Lunch
1:30-5:00pm  Conference panel sessions
            Labyrinth walk
            Dancing with colors
5:00pm  Dinner  and  Keynote Performance: Lenelle Moïse

Saturday, March 5, 2011
Early birds 5 or 6am  Sandhill Cranes: van(s) will take those interested to Audubon Center
8:30-9:am  Registration/coffee
9:15-10:15  Workshop with Lenelle Moïse
10:30-1:15  Conference panel sessions – continued
1:15-2:30  Lunch; closing panel? alumni panel? discussion of eco-fem?

6. Co-Curricular Reports:
Triota: Pepsi Grants have been granted to Rebeca Acosta and Michael Kneip for the Dubai conference. Van Ingen also discussed Triota’s non-profit, tax-exempt status. This will be addressed again in January.

Vagina Monologues: February 17 & 18. Auditions went well. There is a full cast and two student directors.

Women’s Center: Ryan Sallans will speak on identity and transgender issues on January 13. Members agreed to support this program with $200 (Moore/Fronczak).

OMA: has plans to bring Illyssa Shabazz, author of “Growing Up X” on January 12.

QSA: has been meeting regularly with member support for the Vagina Monologues and the Ryan Sallans presentation.

Service-Learning students: “Take Back the Night” on April 7.

7. Other Business: Members agreed that WGS funding for students is limited to undergraduates since this is an undergraduate program without a graduate curriculum.

The meeting was adjourned at 5pm (Mendoza/Stolzer).

The next meeting will be Wednesday, January 19th at 4-5pm in History Conference Room.
WI/CD Committee Minutes
November 9, 2010 – 4:00 p.m.
Academic Affairs Conference Room, Founders Hall

Present: Stephen Amundson, Aaron Clark, Kim Elliott, Victoria Goro-Rapoport, Diana Jones, Kristi Milks, John Stanko, Jane Strawhecker, Frank Tenkorang and Nita Unruh

Absent: Debbie Bridges, Jeanne Butler, Satoshi Machida and Kim Schipporeit

I. Chair, Stephen Amundson, called the meeting to order at the above date and time in the Academic Affairs Conference Room, Founders Hall.

II. The October 12, 2010 minutes were approved via email.

III. New WI Applications:

   Provisional Approval:

   a. FSID 209 – Family Studies and Interior Design – Sarah Jones. Goro-Rapoport/Clark moved to approve. Motion carried. Course provisionally approved for Spring 2011 only.

IV. WI Follow-Up Applications:

   Full Approval:

   a. PHYS 499 – Problems in Physical Science – Ken Trantham. Revisions received. Unruh/Goro-Rapoport moved to approve. Motion carried. Course approved.

V. New CD Applications: None

VI. CD Follow-Up Applications: None

VII. Student Appeals: None

VIII. Subcommittee – Reports:

   a. Rolling Review:

      The Committee discussed how courses will be reviewed to see if the course is still being taught in the manner in which it was originally approved and the criteria still being met.

      Amundson will draft a proposal and bring it to the Committee in December.

   b. Online WI/CD Training:

      Discussion of the online WI/CD training will be delayed until the Writing Center Director is hired.

   c. Application Review Process:

      Tabled.

IX. Other Business:
X. **Adjournment:**

(Clark/Unruh) moved to adjourn. Motion carried. The meeting was adjourned at 5:00 p.m.

XI. **Next meeting:** The next meeting of the Committee will be **Tuesday, December 14, at 4:00 p.m. in the Academic Affairs Conference Room, Founders Hall, Room 2147.**
**WI/CD Committee Minutes**
December 14, 2010 – 4:00 p.m.
Academic Affairs Conference Room, Founders Hall

**Present:** Stephen Amundson, Aaron Clark, Kim Elliott, Victoria Goro-Rapoport, Satoshi Machida, Kristi Milks, John Stanko, Jane Strawhecker, Frank Tenkorang and Nita Unruh

**Absent:** Debbie Bridges, Jeanne Butler, Diana Jones and Kim Schipporeit,

I. Chair, Stephen Amundson, called the meeting to order at the above date and time in the Academic Affairs Conference Room, Founders Hall.

XII. Unruh/Strawhecker moved to approve the November 9, 2010 minutes. Motion carried.

XIII. New WI Applications:

   **Instructor Approval:**

   Tenkorang/Machida moved to approve Doug Waterfield as a WI instructor. Motion carried. Instructor approved.

   **Full Approval:**

   a. ART 303 – History of Renaissance Art – Doug Waterfield. Unruh/Clark moved to approve. Motion carried pending receipt of the revised syllabus clarifying number of required words and pages.

   b. ART 426 – Medieval Art – Doug Waterfield. Unruh/Goro-Rapoport moved to approve. Motion carried pending receipt of the revised syllabus clarifying number of required words and pages.

   c. PHYS 323 – Analog and Digital Electronics – Ken Trantham. Goro-Rapoport/Stanko moved to approve. Motion carried. Course approved.

   d. CHEM 499L – Problems in Chemistry – Michael Mosher. Tenkorang/Strawhecker moved to approve. Motion carried. Course approved.

   e. JMC 406 – Commentary and Blogging – Ralph Hanson. Strawhecker/Tenkorang moved to approve the instructor and the course. Motion carried with one abstention and one vote against. Course approved.

XIV. **WI Follow-Up Applications:** None

XV. **New CD Applications:**

   **Full Approval:**

XVI. CD Follow-Up Applications: None

XVII. Student Appeals: None

XVIII. Subcommittee – Reports:

a. Rolling Review:
   See Chair Report from Faculty Senate notes below.

b. Application Review Process:
   Tabled.

XIX. Other Business:

a. WI/CD Courses Affected by Academic Affairs Changes:
   In October, Academic Affairs approved a title change for SPCH 450, from "General Semantics (Language and Behavior)" to "Language, Thought & Action." It has been changed on the list of approved WI courses.

   In November, Academic Affairs approved a title change for SOWK 342, from "Human Behavior in the Social Environment II" to "Diversity and Social Justice." It has been changed on the list of approved CD courses.

b. Chair Report from Faculty Senate:
   Amundson reported that Faculty Senate raised the question whether WI is still valid. Amundson discussed the topic with Dr. Bicak. After the discussion, Dr. Bicak and Amundson agreed to move forward with a rolling review. Amundson will send out a letter to randomly selected departments requesting a current syllabi be sent to the Committee for review. The Committee will review the syllabi to ensure the courses are still meeting the WI criteria once they are received.

c. Spring Meeting Dates:
   The meeting dates for the Spring 2011 will be:

   January 11, 2011
   February 8, 2011
   March 8, 2011
   April 12, 2011

   The meetings will be at 4:00 in the Academic Affairs Conference Room, Founders Hall, Room 2147.

XX. Adjournment:
   (Stanko/Clark) moved to adjourn. Motion carried. The meeting was adjourned at 5:00 p.m.

XXI. Next meeting: The next meeting of the Committee will be Tuesday, January 11, 2011, at 4:00 p.m. in the Academic Affairs Conference Room, Founders Hall, Room 2147.
Center for Teaching Excellence Committee  
Minutes of the January 26, 2011 Meeting  
3 p.m. - Founders Hall 2147

Present: Chair Doug Biggs, Sharon Campbell (FAH), Karin Covalt (CTE), Liubov Kreminska (NSS), Jon Ritterbush (Library), Scott Unruh (COE) and Kathy Zuckweiler (B&T)

Absent: John Falconer (OSP) and Whitney Baumert (GA)

I. CALL TO ORDER

Director Doug Biggs called the meeting to order at 3:00 p.m. on January 26, 2011, in Founders Hall 2147.

II. AGENDA

The agenda was approved as presented.

III. OLD BUSINESS

A. Academic Program Review

To accommodate new committee members, Chair Biggs will send an e-copy of the draft of the Academic Program Review Self-Study for the Center for Teaching Excellence. At this point, the APR is on hold. It seems appropriate that the new CTE director be involved in the APR, so the APR will be rescheduled for Spring 2012.

B. Stipends for Travel Grants

Although funds are dwindling, there is still some money available for CTE travel grants.

IV. NEW BUSINESS

A. New Director for the Center for Teaching Excellence

Chair Biggs reminded the committee members that effective May 2011, he will relinquish the duties of Director of the Center for Teaching Excellence. In addition to encouraging members of the committee to apply if interested, he asked for suggestions of individuals that may be interested.

The Director position is .25 FTE with a stipend and a one-course release. Director Biggs will send to the committee members a copy of the job description that was last used. The CTE budget and staffing was also
discussed. In addition to the director, the office is staffed with a part-time administrative assistant and a 20-hr-wk graduate assistant.

One suggestion for a CTE presentation that would help both the new director and other UNK faculty would focus on training by someone from General Studies outlining expectations of faculty teaching GS courses.

Director Biggs expressed reluctance to plan too many events for Fall 2011 in deference to the agenda of the new director who will probably begin in August.

V. OTHER

A. NONE

There being no further business, the meeting was adjourned at 3:52 p.m. The next meeting will be held at 3 p.m. on Wednesday, February 16, 2011 in FNDH 2147.