University of Nebraska at Kearney
Faculty Senate
Minutes of the Meeting of 2 April, 1998

I Call to Order.

The meeting was called to order by President-Elect Clark at 7:00 p.m.

II Roll Call.

Present: Anderson, Boeckl, Broekemier, Cafferty, Clark, Davis, Emal, Fleming, Fredrickson, German, Hodge, Hyatte, Katsiyannis, Kuskie, Luscher, Markes, Mena-Werth, Miller, Peck, Powell, Seshadri, Terry, Umland, Wozniak, Young A, Young B, Ziebarth, Zikmund D.

Absent: Benz, Emrys, Hill, Kaye, Kelley, Smith, Terry, Zikmund A

Guests: Jamie Nelson (press), Vice-President of Student Senate Alex Straatmann, Associate Vice Chancellor for Academic Affairs (ASVCAA) David Anderson, Director of General Studies (DoGS) Allan Jenkins

III Minutes of the meeting of March 5, 1998.

Zikmund D (Katsiyannis) moved approval. In reference to Item 7-D, Senator Zikmund pointed out that he is not the secretary of the Academic Freedom and Tenure Committee, Senator Davis is. Senator Umland reported that she was not present at the March meeting. Motion to approve amended minutes passed by voice vote.

IV Reports from Academic Councils

A Graduate Council.
Minutes of 2/12/98 and 3/12/98 were received without comment.

B General Studies Council.
Minutes of 3/5/98 were received without comment

V Reports of Senate Representatives to Non-Senate Committees

A Strategic Planning Committee.
No report.

B Budget Committee.
No report. Senator Miller reported that the committee will not meet until next fall.

C Honors Council.
No report.
**D Marketing Plan Committee.**
No report. Senator Miller reported that the marketing plan, as had been described to the Senate, has been submitted to the Chancellor. The committee will not meet until the Chancellor has had a chance to review the plan.

**E Pew Roundtable.**
The College of Natural and Social Sciences is meeting on April 8. The College of Business and Technology is also meeting in April. Senator Miller asked Senators Luscher and Powell (who are the organizers of the NSS meeting) what happened to the proposal for the Center for the Advancement of Teaching and Learning. Miller understood that it was to be placed on the agendas of all of these meetings. Senators Luscher and Powell said that there was no specific directive to put it on the agenda for discussion. President-Elect Clark asked that the Center get put back on the agenda for this meeting.

**F University Calendar Committee.**
ASVCAA Anderson reported that the calendar proposal is on Regents' agenda for this weekend.

**G Gender Equity Committee.**
Senator Young A reported that the committee has not met since the last Senate meeting. However, she would like to report that survey results have been analyzed and a report is available from her. Highlights. President-Elect Clark asked her for a synopsis of the report. The surveys indicated that most respondents perceived no problems concerning gender equity, but 25% perceived a problem. In their view, the major problems were low pay and lack of incentive to stay. Apparently, male respondents were just as concerned as female respondents.

**VI Reports of Faculty Senate Standing Committees**

**A Election Committee.**
No report.

**B Executive Committee.**
The summary reports from meetings with the Vice-Chancellors and the Chancellor were distributed. Senator Anderson asked about Item 3 concerning the computer director search. President-Elect Clark said that Chancellor Johnston indicated that this may be a good time to review role of the computer services director and possible changes that could improve that area. Chancellor Johnston was still opposed to the idea to separating administrative computing from academic computing. Senator Miller said that the Chancellor wanted the Senate to consider the possibility of creating a Vice-Chancellor-level position for Information Technology. Senator Fredrickson stated that the campus still needs a day-to-day nuts-and-bolts person. Senator Young B reminded the Senate of the history of the Senate's position concerning the need to address academic computing issues. Senator Anderson asked what changes have been suggested.
Senator Young A challenged the need for another Vice-Chancellor. Senator Fredrickson said that the newly-defined position would not necessarily be a new Vice Chancellor. Senator Zikmund D asked why Senator Wozniak was concerned about flushing toilets. Several Senators responded that the toilet comment was in reference to the broken sewer line near Ryan Library. In reference to the position of Director of Computer Services, Senator Wozniak said that we need to establish a planning mechanism to make recommendations about the position rather than try to define it here. Senator Young A asked if the computer services director has an assistant to handle nuts-and-bolts issues. This would allow the director to do strategic planning. Senator Young B (Miller) moved to refer the issue to the Academic Computing Committee. Senator Wozniak proposed a friendly amendment that the committee prepare a report by the next Senate meeting. The amendment was permitted and the amended motion passed by voice vote. Senator Miller (Young B) moved that the issue in Item 6 (The possibility of requiring advising of all students.) be sent to the Student Affairs Committee. Senator Young B said that, in response to the most current campus report on attrition, mandatory advising (prior to pre-registration) of all students might help reduce attrition. Motion passed by voice vote. Senator Luscher agreed with the opinion expressed in Item 7 (Students should be required to complete certain elementary-level general studies courses before a certain time in their academic career, e.g., before the end of their sophomore year.) and wondered how to address the problem. Miller (Luscher) moved that Item 7 be referred to the Academic Affairs Committee for review and that the Senate request that the General Studies Council look at the issue. ASVCAA Anderson reported that, in recent course changes, The Computer Science and Information Systems Department has ENG 101 and 102 as prerequisites for some of their classes. Senator Luscher indicated that the mix of first-year and upper-division students in 100-level classes is sometimes an unhealthy one. Senator Umland said that such a requirement could prevent the shopping list mentality that students sometimes use in selecting courses. President-Elect Clark asked if there are other courses that could be taken early? Senator Boeckl asked what would happen to a student if these courses have not been taken, e.g., by the beginning of the junior year, not allow them to register? Senator Miller said that at present we do take tuition money from students knowing full well that they will not get through certain courses because they lack prerequisite skills. President-Elect Clark said that this issue needs to be addressed in the broader context of prerequisites. Motion passed by voice. Senator Miller pointed out the text of the SVCAA’s proposal for a faculty mentoring award. This award is more modest version of the proposal that came from the Senate. Miller moved (Davis) that the Senate endorse the SVCAA’s proposal. Motion passed by voice vote. Senator Umland asked who is on the Post-Tenure Review Committee. Senator Young B specifically requested that the members of the committee be listed in the minutes.

(The Post-Tenure Review Committee includes R. David Clark, William Wozniak, Kay Hodge, Dale Zikmund, Gary Schaaf, Betty Becker-Theye, Mary Jo Morrow, and Lynn Johnson.)
C President's Report.
No report. (President Zikmund is on tour with the Nebraskats.)

D Academic Freedom and Tenure.
Minutes of 3/2/98 were reviewed. Senator Katsiyannis asked how guidelines not approved by the College of Education faculty were being forwarded to the SVCAA. President-Elect Clark said the motion was predicated on the approval of the guidelines by the College of Education faculty. Miller asked if it was necessary to amend the minutes to reflect this contingency. Senator Zikmund and President-Elect Clark reiterated that the approval was contingent upon COE faculty approval. Zikmund (Miller) moved to clarify the sense of the minutes so that they reflect that the approval of the College of Education guidelines is contingent upon the approval of the guidelines by the College of Education faculty. Senator Fleming asked if it is appropriate for the Senate to approve a document that has not been through the College of Education approval process and thus could be changed. Senator Zikmund said that the guidelines really are not approved, just reviewed and forwarded. In that sense, the minutes are not accurate. Senator Davis, Secretary of the Academic Freedom and Tenure Committee, said that the minutes have historically stated that the guidelines been reviewed and approved for consistency across Colleges. Given this explication of the sense of the minutes, Senator Zikmund withdrew the motion. Senator Wozniak disagreed, reminding the Senate of the long and arduous debate over the proper use of the word "approve" for the Academic Affairs Committee. The careful use of "review" and "accept" was condoned so as to protect the autonomy of the Colleges in establishing their own academic programs. Senator Wozniak felt that this same care should be used here. Senator Luscher moved to add a parenthetical comment after each use of the word "approve" (i.e., review and forward) Luscher withdrew motion. Senator Miller said the sense of the Senate discussion communicates the problem and written Senate minutes will serve to qualify these actions of the Academic Freedom and Tenure Committee. President-Elect Clark ruled that the minutes are accepted by the Senate but noted the problems with the language and admonished the committee to correct said language in the future. Senator Luscher asked about the status of the request to departments to provide their promotion and tenure guidelines. He was concerned because the status of some departments policies is not clear. Senator Zikmund said that the request was preliminary.

E Grievance Committee.
No report.

F Professional Conduct Committee.
No report.

G Academic Computing Committee.
Minutes of 1/15/98 and 2/19/98 were reviewed. Senator Fredrickson said that minimums and suggested minimums described in the 2/219 minutes were unclear.
Minimums are hardware requirements that allow Lotus Notes to run, suggested minimums allow Lotus Notes to run well. Senator Katsiyannis expressed concern over the number of unwanted duplicate e-mail messages. Senator Miller said that the campus-wide use of Lotus Notes should solve the problem. Senator Fredrickson was asked how to delete individuals from the all subscribers distribution list. He will have those instructions posted via e-mail.

**H Academic Affairs Committee.**
No report

**I Artists and Lecturers Committee.**
No report.

**J Athletic Committee.**
No report.

**K Library Committee.**
No report.

**L Student Life Committee.**
No report.

**M Continuing Education Committee.**
No report. Senator Powell requested that the committee investigate some of the for-credit offerings scheduled for this summer. He has seen a copy of the advertisement for these offerings. Senator Miller said that the Graduate Council Committee I has developed a policy concerning limiting total number of hours allowed from this type of course. Senator Fredrickson mentioned that a College of Education graduate faculty member was instructed on short notice to provide graduate-level activities for a courses that she will be supervising. Senator Young B asked if the instructors' names were listed in the flyer. Senator Powell said no. President-Elect Clark instructed the Committee to investigate these matters.

**VII Reports of Faculty Senate Special (Ad Hoc) Committees**

**A Post-tenure Review Committee.**
Senator Wozniak reported that the committee met today. A suggested implementation procedure for triggered-review policy (as proposed by the Central Administration and received by the Senate) was distributed. Senator Miller asked about the definition of the two consecutive negative reviews, were they two consecutive negative Chair reviews or peer reviews? ASVCAA Anderson said that the annual review is a chair review with input from peer review and student evaluations. Senator Young A asked what happens when peer review is not done. Can the chair say that a peer review was done? Senator Fredrickson asked what happens if there is a conflict between the peer review and the Chair. Senator Miller asked again, "What triggers a post-tenure review?" and "What is negative
review, 80 out 90 points, 75%?" Senator Katsiyannis said that any policies need to be enforced by administration and the means of enforcement should not be a concern for the Senate. Senator Zikmund said that the Academic Freedom and Tenure Committee will review the guidelines. Senator Peck asked about departments that do not do an annual peer review. Senator Luscher, in defense of an unnamed department, said that the English Department policy is to do an annual review but only for untenured faculty members. However, the policy does an annual review for tenured faculty once every three years, to avoid a paperwork flood. Also this policy was indeed in effect before his tenure as Chair. Senator Peck said that, without annual review data, those with tenure may have difficulty in promotion. Senator Wozniak asked at what level of generality should this policy be written? He said that some of the specifics of the annual review policy are rightfully the domain of the Colleges and departments. President-Elect Clark said that the Academic Freedom and Tenure Committee review of departmental policies allows those policies to be stricter that College or University policies but also checks that these policies do not contradict or weaken the broader policy. Senator Young A said that the chairs in general should not replace peer review, they are not considered to be peers. ASVCAA Anderson said that the peer review stated in this document is the special "triggered" post-tenure review, not the annual review. Senator Katsiyannis asked who enforces this policy. ASVCAA Anderson responded that the Deans are responsible, but with tenured people there is slippage in the implementation of the policy. Senator Miller asked what the Senate should do with this document. ASVCAA Anderson said that the document was provided as an information item for Faculty Senate review, but the bargaining unit (represented by the UNKEA) is the final approving unit. Senator Miller asked who the "we" was in the memo, i.e., "We propose..." ASVCAA Anderson said the SVCAA and the committee. Senator Young B reported that some departments have not implemented the mandated review procedures and have gotten away with it. Senator Peck pointed out that some departments are not implementing ANY of the procedures. Senator Young B asked how can some college or departments be forced to meet this mandate and others ignore it. Either all should follow the mandate or all should not. He further asked "Who is accountable for this mandate?" ASVCAA Anderson said that the reappointment policy has only been in place for two years. Senator Miller (Fredrickson) moved that the Senate express its concern that some areas of the implementation process have not been addressed. Motion passed by a voice vote.

B Committee on the Evaluation and Encouragement of Teaching.
The committee has not been constituted yet. President Zikmund is calling the members.

C Writing Center Committee.
Senator Boeckl reported that the committee is operational. Recommendations will be available by the next Senate meeting.
D Committee on the General Studies Capstone Course.
Senator Miller is forming the committee. He still needs a representative from the College of Education and the College of Fine Arts and Humanities academic affairs committees.

VIII Unfinished Business.

A Proposed Constitutional Revisions.
Zikmund (Davis) moved approval of the changes that were presented at the last meeting. Motion passed by voice vote.

B Report Concerning Technology Fee Expenditures.
Senator Young A what was the actual amount collected? President-Elect Clark did not know. ASVCAA Anderson assumed that they spent what they took in. Senator Young A pointed out that there was a large difference between the amounts for the two years. Senator Fredrickson said that some money was kept in reserve and that the spending cycle is not the same as the revenue cycle.

IX New Business.

Date of the next Senate meeting.
Wozniak (Anderson) that we move the next meeting up to April 30. Motion passed by voice.

X General Faculty Comments.

Senator Ziebarth extended sympathy to Senator Scott Fredrickson on the death of his mother. Sympathy was also extended to Senator Kathy Smith on the death her mother.

Senator Wozniak asked for clarification from either the Academic Computing Committee or from Computer Services about e-mail. As the campus moves toward Lotus Notes, there could be at least 3 different e-mail programs in use. He would like written instructions that describe how to communicate to all members of the campus community, including from and to each of the e-mail systems (Lotus Notes, VAX Mail and All-in-One). Senator Davis agreed that such instructions would be useful and described the situation wherein he accidentally communicated duplicate messages to the entire campus and apologized for his error. Senator Davis agreed that such instructions would be useful and described the situation wherein he accidentally communicated duplicate messages to the entire campus and apologized for his error. Senator Davis agreed that such instructions would be useful and described the situation wherein he accidentally communicated duplicate messages to the entire campus and apologized for his error.
Senator Zikmund (seconded by the ghost of the Hamster) moved for adjournment. Motion passed by unanimous sighs of relief.

Respectfully submitted,

Bill Wozniak, Faculty Senate
Secretary