I. Call to Order

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

II. Roll Call

—the Secretary called the roll.

Present: Anderson, Benz, Boeckl, Cafferty, Clark, Elder, Emal, Emrys, Fleming, Fredrickson, Hartman, Moorman, Hodge, Kelley, Markes, Mena-Werth, Miller, Peck, Sluti, Terry, Young (R), Wozniak, Ziebarth, Zikmund (A), Zikmund (D)

Absent: Davis, Ramage, Young (A)

Guests: AVCAA Anderson, DOGS Jussel, Regent Kent Schroeder

III. Action on Minutes of April 29, 1999 meeting

Senator D. Zikmund (Kelley) moved approval.

Senator Emrys expressed disappointment in the fact that the minutes did not reflect her conversation with Sr. VCAA Roark where Senator Emrys asked whether the 4-4 teaching load would be reinstated in Spring 2000 semester. Sr. VCAA Roark replied that a department would not have to do this unless it could not cover its classes.

The minutes were approved as corrected.

IV. Presentation by Regent Kent Schroeder

Regent Kent Schroeder was a guest of the Senate. He said that he ran for the office with no agenda. He had an open mind and an empty notebook. He is open to comments from his constituency. He also reported that at the last Regent’s meeting President of the Senate, David Clark and Dean of the College of Business and Technology Hadley "did UNK proud" with their presentations. He congratulated both of them.

There was then a time of informal discussion with Regent Schroeder.

V. Presentation by Assistant Vice Chancellor of Academic Affairs David Anderson
AVCAA Anderson gave the Senate the new gray pages that will go in the handbook. He said that there are two additional sections are included in these pages. These are (1) post-tenure review and (2) the Senior Lecturer position. The Post-Tenure Review section was completed as the result of action by the Board of Regents. The Senior Lecturer position is also the result of Board action last November. These guidelines were developed by the F.S. committee formed to deal with the post tenure review process. The guidelines then were passed on to the Deans and now it is for Senate’s review. The next step is to the bargaining unit for its approval.

The next document presented was the Pay for Exceptional Performance guidelines, which was worked on by the same committee mentioned above. It also is ready to go to the bargaining unit.

Comments:

Senator Terry was curious about the Pay for Performance document #4 (see enclosed document). What does the $500 indicate?

AVCAA Anderson replied that this is just an example, not a definite amount.

Senator Terry continued his questions with a comment about #7. He said that it appears that administrative performance is not considered for merit pay. Why not?

AVCAA Anderson replied that the evaluation of Chairs is done by the Deans.

Senator Terry said, "Then, Chairs cannot get merit for exceptional performance from this fund?"

AVCAA Anderson replied that was correct, not from this fund.

Senator Emrys pointed out that there is nothing here defining superior/outstanding performance and she was disappointed in that.

AVCAA said that these definitions are in department guidelines so they are not needed here.

Senator Sluti opined, regarding #3, that if the intention of the reward was to seem like a reward, why would the reward ($500) be divided by 12?

AVCAA Anderson replied that this very issue was brought up by a committee member.

Senator Terry again asked about #7 by saying that if the Chair doesn't get reward from this pool, is there another pool?
AVCAA Anderson answered, not officially.

After all discussion was complete, Senate President Clark suspended the agenda to present Senator Robert Young with his Hamster Wheel Award from the Senate. Both Senator Young and Senator Zikmund brought cookies to celebrate their awards. (Senator Dale Zikmund received his award at the beginning of the semester convocation.)

VI. Reports from Academic Councils

A. Graduate Council. Minutes from the 4-22-99 and the 7-8-99 minutes were included in the packets and were noted by the Senate.

B. General Studies Council. No minutes were received for the packets.

VII. Reports of Senate Representatives to Non-Senate Committees

A. Strategic Planning Committee. Has not met.

B. Budget Committee. Has not met.

C. Honor’s Council. Has not met.

D. Information Technology Advisory Committee.

A handout was given to the Senate. At their meeting, the committee discussed a number of issues. The achievements are listed on the handout (included at the end). The committee also discussed needs. What has been accomplished generates expenses that must be covered by the technology fee. CourseInfo needed a server and now needs a bigger one due to extensive use. Service maintenance must be supported.

Also a committee needs to look at future needs. A representative needs to be selected by the Senate for this committee. The specific purpose of this committee is to look programmatically at the implications of technology and costs for the future, not allocation of existing/future resources.

Senator Fredrickson said that technology fees generate monies on a credit hour basis. There were guidelines for what to do with the money. Now there is no committee to make these decisions.

Senator Kelley said that he thought that the handout was from the VCAA’s office.

Senator Wozniak asked where the Strategic Technology Plan was? Who wrote what we have as a handout? Where is the technology fee going? Senate needs
to oversee this and keep nipping at the administration’s heels regarding this substantial amount of money. He finds all of this very frustrating.

Senator Benz noted that faculty were told that they could apply for Technology Fees money. Now there seems to be no money. Where is the money? Didn’t someone know that a larger server would be needed? It seems to him that this money seems to just disappear.

Senator Elder said that he is sick and tired of faculty believing that they have the right to investigate administrative duties. He said that Senate just needs to get on with the work at hand. We are not administrators and should not be involved in administrative issues.

Senator Markes asked if there was a way for faculty to apply for technology monies?

Senator Fredrickson said that the webmaster money is from the technology fee for one year after Senate was told that this would not be the case.

Senator Emrys said that perhaps the Executive Committee should investigate whether or not there was any money available. If there is money available, then how does faculty apply for funding?

Senator Wozniak said that part of the problem is what is the source of the handout. In part, he agrees with Senator Elder, who is no longer with us, that perhaps this is an administrative issue.

Senator Benz asked if we could find out in which classrooms the smart carts are located?

President Clark responded that he understood that they are on wheels and moved from room to room as needed.

Senator Hartman that Senate needs a document to tell us how the technology fee is being spent. Would it be possible to get this information?

Senator Anderson asked what is the purpose of the money?

President Clark said that the purpose is to support implementation of and utilization of technology to enhance the teaching and learning environment.

Senator Anderson then responded that if this is so, faculty should have say in how the money is spent. This is an academic issue.

**VIII. Reports of Faculty Senate Standing Committees**
A. Election Committee.

Several Senate seats needed to be filled because faculty have left UNK or elected Senators had excessive absences. The first seat to be filled was that of Larry Kuskie from the College of Business and Technology. Senator Robert Young nominated Kathy Smith who was the runner-up in the past election.

A unanimous ballot was cast for Kathy Smith.

The Senate seats of Rob Luscher, Jeff Green, and Glen Powell will be filled at the October Senate meeting.

Committee seats to be filled included the following:

Academic Freedom and Tenure—Glen Powell’s position. Senator Ziebarth (R. Young) nominated Kent Emal.

The Senate cast a unanimous ballot for Kent Emal.

Athletic Committee—Peter Longo’s position.

Senator Don Sluti was elected by unanimous ballot.

Student Life—Peter Longo’s position.

Kurt Borchard was elected by unanimous ballot.

B. Executive Committee.

The report of the meeting with the Vice Chancellors was available at the meeting.

Senator Kelley asked about the reallocation process. What is the process for the next three years?

President Clark responded that the Budget Committee and the Strategic Planning Committee will address reallocation.

Senator Kelley also said that he had heard that UNK was not doing much recruiting in the Kearney area. Is this true?

President Clark said that the Executive Committee did not asked the VCs that specific question.

Senator R. Young asked if we ever check up on the new initiatives that we implement?
President Clark said that the Executive Committee brought this issue up with the VCs and the answer was that in the past we have not checked to see what worked and what did not. Since Interim VCSA Oseth has just taken over, don’t expect to see such data right away, but rather in the future.

Senator Fredrickson asked if there was any recruiting for graduate, transfer, and non-traditional students going on?

Senator Miller responded in the affirmative.

Senator Sluti said the College of Business and Technology has two accelerated programs in progress, which are attracting students off campus; one is a graduate program.

Senator Fredrickson mentioned the Web page guidelines. Are these new?

President Clark replied that the information on these is at www@unk.newpages. He does not know if they are new.

Senator Fredrickson said that these have not come before the Academic Computing Committee.

President Clark replied that the information should come before the next meeting of Academic Computing.

C. President’s Report.

President Clark has attended several Board of Regents meetings since the close of the spring semester.

The main agenda items have been the planning documents for three of the four campuses. The October meeting will be devoted to UNK. President Clark’s impression is that the best presentation was that of the Med Center. They know where they are going, what they are doing and how. They had a very impressive plan.

UNO’s plan was built around the changes in UNO especially related to the technology changes and the changes resulting from the donations of Walter Scott. Their plan was very focused.

UNL’s plan was presented last Friday and President Clark has a copy of the clips. Their plan surrounds the theme "A Culture of Excellence." They plan to spend a lot of money. They currently have eleven residential learning communities, which claim a freshman to sophomore retention rate of over 90%.
Other items of interest include the June Regent’s meeting, which was held in Norfolk. There is a Distance Learning Center there that was very impressive. Also at that meeting the Regents reaffirmed that the alcohol policies in place will apply to the skyboxes at Memorial Stadium.

Senator R. Young asked if anyone from Faculty Senate has seen UNKs plan?

Senator Miller (Benz) moved that Faculty Senate request a preview of the UNK presentation to be given to the Regents. This would give the administration an opportunity to practice plus giving faculty much needed information.

Motion passed unanimously.

D. Academic Freedom and Tenure Committee.

No meeting has been held recently; however, President Clark promises frequent meetings in the future.

E. Grievance Committee. No meeting.

F. Professional Conduct Committee. No meeting.

G. Academic Computing Committee. No meeting.

H. Academic Affairs Committee. No meeting.

I. Artists and Lecturer’s Committee.

No meeting has been held recently; however, President Clark received an e-mail relative to the Artists and Lecturer’s Committee from Charles Peek who is seeking funding for a speaker he is bringing to campus. He said that the committee members seem to be unresponsive to his request and the committee doesn’t seem to be true to its mission.

Assistant VCAA Anderson said that there is no student fee money in the Artists and Lecturer’s allocation, but there is a budget there so they could go ahead and allocate some money.

J. Athletic Committee. No meeting.

K. Library Committee.

Senator Miller reported that this committee has had a preliminary meeting and regular meetings should begin very soon.

L. Student Life Committee. No meeting.
M. Continuing Education. No meeting.

IX. Reports of Faculty Senate Special (Ad Hoc) Committees

A. CEET.

Minutes from the meetings of 4-1-99, 4-14-99, 4-28-99 and 5-28-99 were included in the Senate packages. Senator Kelley congratulated the committee on all of the work the committee had done and also congratulated Senator Peck on her appointment as Coordinator for the Center for Teaching Excellence.

Dr. Peck’s office is in the Library and the first meeting of the Advisory Committee will be this coming Friday. Dr. Peck can be reached at either 865-8936 or 865-8495. Dr. Peck reported that she is currently putting her office in the library together.

CEET now goes on to its second charge which is to study evaluation instruments and procedures.

B. Faculty Senate Orientation Committee.

Senator Kelley reported that he is gathering information for his report regarding Orientation. The report should be available at the next Senate meeting.

X. Unfinished Business

Last year, Senate members discussed inclusion of prescription contraceptives as a benefit. Offering this benefit will increase all members cost of insurance about $19 per year. UNL and UNO are strongly pushing this issue.

Senator Peck (Mena-Werth) moved that Senate is pro-prescription contraceptive coverage.

The motion passed.

Another issue—domestic partner benefits—was brought up. President L. Dennis Smith has said that there is no way that these benefits will be offered to the University employees and this is directly from the Board of Regents.

XI. New Business

Senator Miller (Robert Young) moved that the Senate endorse a request by the Staff Senate that departmental staff be included in events designed to recognize departmental accomplishments.

Motion passed unanimously.
A draft regarding Intellectual Property rights was brought to the Senate’s attention.

Senator Emrys asked if this had to be approved by the Union?

Assistant VCAA Anderson said yes.

Senator Emrys urges all faculty to take the document to their professional associations. She is especially concerned about creative writing as discussed in the document.

Senator Kelley said that he thought that the document needed to be looked at very seriously. The language in the document is a real problem.

Senator Peck asked where the document came from. Who is the source? Can someone come in and explain the thing? The whole document is extremely unclear.

President Clark responded that the document came from Varner Hall.

Senator D. Zikmund said that terms and conditions of employment are bargainable. He will investigate.

Senator Boeckl said that we are supposed to publish but then we have no rights to what we have published--seems rather odd.

Senator Sluti said that before we can do anything we need to know the source of the document.

Senator D. Zikmund (Benz) moved adjournment at 9:41.

Since the Senate did not leave time for remarks from the floor, Senator Fredrickson asked that the Secretary include the following in the minutes. The floor plan for the College of Education Building is available for viewing in the Coffee Lounge of Founders Hall on the second floor.

Respectfully submitted

Kay Hodge

Secretary
Exceptional Performance Pay Guidelines

1. All full-time faculty covered by the UNKEA bargaining Agreement would be eligible for pay for exceptional performance.
2. Faculty who are promoted will be ineligible for pay for exceptional performance in the year of the promotion.
3. Payments for exceptional performance will be in 12 equal amounts over the 12 months of the academic year. Pay for exceptional performance will not be added to the base salaries of those receiving it.
4. A minimum amount, e.g., $500 for the academic year, will be established by agreement between the UNKEA Executive Committee and the Senior Vice Chancellor for Academic Affairs. Awards may be greater than the minimum, but no more than twice the amount.
5. The pool of dollars for pay for exceptional performance will be distributed to the Deans of the four undergraduate colleges prorated by the number of eligible faculty in each college.
6. Department Chairs, as an outcome of the annual review of faculty performance, will submit a list of faculty for consideration. A brief description of the exceptional performance of each on the list should be included. Departments may elect to have additional procedures to be used in preparation of the list.
7. Deans may add Department Chairs to the lists as the result of their annual reviews of faculty performance. Administrative performance is not to be a consideration.
8. The Deans will determine the number of awards and their amounts in consultation with the appropriate college-wide advisory committee. The awards must conform to the limits above and consume the entire allocation from the pool to that college.

---

SUMMARY OF INFORMATION TECHNOLOGY ACHIEVEMENTS

1998-1999

- Three colleges, Education, Natural and Social Sciences, and Fine Arts and Humanities, hired individuals to provide information technology support to faculty and staff in the college (the College of Business and Technology had previously hired an individual for this purpose).
- All units receive funds to hire student technology assistant to provide support for faculty and staff.
- All residence halls, except for Men’s Hall, have been wired for student access to the campus network via personal computers.
Technology assistants have been hired to live in the residence halls to provide assistance to students.

All students, returning, transfer and first year, enrolled for fall term in 1999 will receive a Lotus Notes email account in August.

The Otto Olsen general use computer lab has been equipped with new computers, servers, and software capabilities—and student access has been extended to 24 hours per day, 7 days per week. Help desk hours have also been extended.

The Memorial Union general use computer lab has been equipped with new computers. Software is served to these computers from servers located in the Otto Olsen lab.

The West Center general use computer lab has been equipped with new computers and software capabilities have been enhanced.

The UNK computer lab in College Park Grand Island, has been equipped with new computers and software capabilities have been enhanced.

The computer labs in the Departments of Art and Art History and Department of Communication have been equipped with new computers, software capabilities have been enhanced and hours have been expanded. (The software capabilities of these departments are now also available in the Otto Olsen computer lab.)

The computer labs in the Department of Computer Science and Information Systems have been equipped with new computers and software capabilities have been enhanced.

A networked printing system has been established and will be available in the Ryan Library, Otto Olsen lab and the West Center lab.

The combination of computer lab/classroom of the College of Education located in the Ryan Library has been enhanced with new computers and improved software capabilities.

A grant program was established to encourage faculty to develop courses for distance delivery. A server was purchased to support the web-based materials developed through this grant program.

Faculty workshops were sponsored to provide training in the utilization of CourseInfo.

A classroom at College Park in Grand Island has been equipped to accommodate distance delivery from Kearney. A fiber connection between this classroom and UNK has been established.

"Smart carts" (LCD projector, laptop computer, power cord, etc.) have been purchased to support the utilization of information technology in classroom environments and to provide faculty with the capability of delivering their lectures using power point.

Software was purchased and installed to support the delivery of student services via the UNK web-site.

CONNX software was licensed that allows power users to query live SIS files, similar to Data Warehouse queries, for ad-hoc reporting and research.

A Webmaster has been hired to improve and manage the UNK web-site.
• A technology assets brochure has been produced and distributed (to every high school counselor and every student admitted to UNK for the fall semester of 1999).
• Administrative services are being enhanced through the SAP project.
• The Library committed to and began installation of a total upgrade to their Innovative library system that will permit the implementation of Java based operations and thin client systems.
• The Library brought up software that will permit any valid user with an Internet service provider to access all library information systems, no matter the patron’s location.
• With support from Computing Services, the Library brought up an enlarged (28-drive) CD-ROM tower to facilitate network access to information resources in the CD-ROM format.
• Computing Services selected and installed a major upgrade to the adaptive technology center to better serve UNK’s visually handicapped students.