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, Davis, Elder, Emal, Emrys, Eshleman, Falconer, Fleming, Hodge, Hoehner, Kelley, Markes, Mena-Werth, Miller, Moorman, Peck, Sluti, Smith, Tassi, Terry, Wozniak, Young (A), Young (B), Ziebarth, Zikmund (A), Zikmund (D)

Absent: Comer, Fredrickson, Hartman

Guests: Registrar Kim Schipporeit, Director of Computer Services Deborah Schroeder, Ass’t VCAA David Anderson

III. Action on the minutes of November 4, 1999 meeting

. Senator Miller (Davis) moved approval. Senator Miller pointed out that Joan Blaucamp, a former member of the Academic Computing Committee was not removed from the committee due to excessive absenteeism but instead resigned after voicing her concerns to the Chair of that committee.

Motion passed.

IV. Presentation by Deborah Schroeder and Kim Schipporeit on Administrative Information Technology and The Student Information System

. Ms Schroeder explained that the system that UNK uses is an integrated system. Each campus of UN has its own information system. UN is fortunate to part of the "Inner Circle" regarding design of the system that we use since this gives us the opportunity to have input regarding our future needs. Also being part of the "Inner Circle" gives us updated software at no cost.

Ms. Schipporeit reported that this past summer all freshmen registered via the WEB rather than by phone. She also demonstrated the students’ registration system with hands-on demonstration by Ms. Schroeder. Registration by Web should provide substantial cost savings to the Registrar’s Office. From now on, grades will not be mailed to students. They can be accessed via the Web as well. More features will be coming on-line in the spring.
In the spring, features for faculty use and the Web should be in place. This will be much easier than Bogie. Eventually, grades will be submitted via the Web. Additionally, drop and add via the Web for students is much easier. One Senator commented that there seemed to be more "shopping" for classes than previously. Ms. Schipporeit said that she had not reached that conclusion and that the maximum number of hours any student could register for would be 21 and that depended on GPA.

Senator Miller asked if the new WebEasi system would provide students and faculty with an audit of WI and CD courses taken. Ms. Schipporeit indicated that unfortunately it would not be able to do that and that those credits would still need to be hand calculated from transcript information on BOGIE.

The presentation was very informative and much discussion followed.

V. Reports from Academic Councils

A. Graduate Council.

Minutes of October 14, 1999 were included in the packets.

B. General Studies.

The secretary has received minutes but they arrived too late to be included in the packets. Senator Smith asked if it were true that WI and CD requirements had been reduced for the Allied Health students? Senators asked what exactly is the Senate’s power regarding General Studies?

VI. Reports of Senate Representatives to Non-Senate Committees

A. Strategic Planning.

Has not met.

B. Budget Committee. Has not met.

C. Honors Council. Has not met.

D. Information Technology Advisory Committee. President Clark reported that some of the people on this committee had gone to the University of Iowa to see how that facility has incorporated information technology into classes. He believes that we need to keep looking at what is going on in the area to see what is the most appropriate for UNK.

Clark also reported that students seem to be having problems with Lotus Notes. Some action needs to be taken. The Med Center seems to be having problems
as well, and perhaps with some of the physicians complaining, something may be done.

The Committee is looking at getting information from students regarding their feelings about Information technology. Clark said that focus groups are planned for the future with students.

Clark also said that he thought that there was going to be a follow-up to Don Carpenter’s survey from last year. He urges faculty to take a few minutes and complete the requested information.

**E. Center for Teaching Excellence Advisory Committee**

Senator Peck reported the Committee has met and is currently doing a needs assessment. It is also looking at the timing of symposia and forums for next semester, plus looking at next semester’s staffing. Peck expressed her gratitude to people who had sent contributions to the Center and reminded faculty that if they have any materials that might be useful to the Center, please know it will be accepted with much gratitude.

**F. Gender Equity**

Senator Ziebarth reported that UNK has a new Affirmative Action Officer and it is Michelle Roggasch. On March 31 at UNL there will be a symposium offered on Mentoring. The committee is also reviewing issues such as child care and insurance coverage for birth control.

President Clark suspended the agenda for a resolution from Senator Wozniak.

*Whereas Dr. Jose Mena-Werth has achieved the milestone of his 50th birthday on Monday,*

November 29, 1999;

And whereas he is still breathing and exhibiting his standard cheery mood;

Be it resolved that the Senate acknowledge his achievement with an embarrassing and possibly

Musical rendition of a traditional birthday song.

And it was so.

**VII. Reports of Faculty Senate Standing Committees**

**A. Election Committee.**
Senator Miller reported that since Kurt Siedschlaw has been selected as Ombudsperson for UNK, he has resigned from the Grievance Committee due to conflict of interest. The Election Committee brought forth Maha Younes, who was the runner-up of that election as his replacement. Senator Fleming seconded the nomination.

From the floor, Senator Wozniak (Benz) submitted Bob Rycek as a candidate for Siedschlaw’s replacement.

A ballot election was held and the declared winner is Maha Younes.

B. Executive Committee Report

... The report was available at the meeting. Senators Sluti and Emrys asked for more information regarding the item which reported that UNK "is getting criticism from the Coordinating Commission for our off-campus activities, especially in the North Platte and west areas." President Clark responded that the Executive Committee was told that this criticism is the result of reduced class offerings in those areas. As most faculty are aware, for a class to make, there is a minimum enrollment number. Some of the public believes that if only a few people take the class, it should still be offered. Ass’t VCAA Anderson said that this is the result of a number of hearings that have been held across the state. As we get better technology, this problem should improve.

Senator Terry asked about the item which said that Sr. VCAA Roark "will be asking faculty to do a general studies review." Clark said that this is because there has not been a program review done for a long while. A faculty committee will perform the review and it should be done early next fall.

Senator A. Zikmund added that the Executive Committee discussed Lotus Notes 5.0 with the VCs particularly regarding who will pay for the computer upgrades needed by faculty. The answer to who will pay varies from department to department.

The Executive Committee will meet with the Chancellor on December 9.

C. President’s Report

... President Clark reported that the last Board of Regent’s meeting was on Information Technology and the presentation that was given earlier in the meeting was the one shown to the Board.

The Prioritization Commission has met to determine its direction. Meetings will be held on each of the four campuses in the spring. Additionally, the commission held a two-day meeting to get a feel for what is going on. It looked at the evaluation processes on each of the campuses and spent time deciding what an
The commission’s definition of an academic program is "organization and direction of accumulated resources to accomplish specialized academic objectives with educational service and research outcomes."

Finally, the commission established categories of evaluation criteria. The next meeting is December 7 and it will be a video conference meeting. The commission expects its work to be finished by 2002.

**D. Academic Freedom and Tenure Committee**

Senator B. Young reported that the committee had reached a conclusion and the conclusion had been appropriately forwarded.

**E. Grievance Committee**

No meeting.

**F. Professional Conduct Committee**

The minutes were in the packets. Senator Falconer said that the committee has met since to align its by-laws with the Senate’s.

**G. Academic Computing Committee**

The minutes were in the packets.

**H. Academic Affairs Committee**

This committee has met. The officers are Kenya Taylor is the Chair and the Secretary is Patricia Hoehner. Senator Sluti asked if the student representative has ever shown up for a meeting? Senator Boeckl said she would investigate that.

**I. Artists and Lecturers Committee**

No meeting.

**J. Athletic Committee**

The Athletic Committee is waiting for someone from the Executive Committee to call the organizational meeting. Senator A. Zikmund said she would do that.

**K. Library Committee**

The minutes were in the packets. The committee will meet this next week to go over the department grant proposals.
L. Student Life Committee

This committee has met although we have received no minutes from it. Mary Jo Morrow was elected chair and Mike Herbison was elected secretary.

M. Continuing Education Committee

Roger Davis distributed a handout that covered the committee’s preliminary review on the issue of intellectual property rights. It itemized the current policies from the Board (by-laws 3.10 and 3.11 and Regent’s policy 3.2.7), issues on distance education, the issue of compensation, training and support services and utilization of revenue derived from distance education materials/courses. Included in the package was "Copyright in Cyberspace: Practices and Procedures in Higher Education" by Diotalevi from Syllabus.

Other items the committee is addressing include defining intellectual property, significant use, scope of the term work for hire and custom and tradition. Davis said the committee would also use the NEA computer bank to obtain data. All of this was brought before the Senate through the draft documents that Central Administration wanted feedback on.

Senator Smith asked, How does UNKEA fit? Isn’t all of this negotiable? The answer is yes, nothing can move forward on intellectual property without contact with UNKEA.

Senator Emrys asked if the committee wanted definitions for these items from faculty?

Davis responded that he is just showing and the impact on faculty rights.

Senator Emrys asked if there were a timeline for the final versions of these drafts? President Clark said that he would find out.

Senator Miller asked where we go from here? He suggested three models to progress. 1. Form another committee. 2. Have small groups research and interact which would be a resource for the large committee. 3. Invite people to meetings for comments. He would suggest #2.

President Clark reiterated that Lee Jones had said that the administration wants input from the faculty.

Emrys suggested that it is important for faculty to use their professional associations to get information. The data received from professional organizations may carry more weight.

The agenda was suspended for consideration of an honorary degree candidate.
VIII. Reports of Faculty Senate Special (Ad Hoc) Committees

A. CEET.

The draft of the committee’s report on evaluation was available to the Senators. Senator D. Zikmund commended the committee on the well-done document. Senator B. Young reiterated Senator Zikmund’s praise. Senator Peck said that she thought the committee did an excellent job of putting evaluation in context. Senator Miller pointed out the final draft will have a useful set of appendices which are resources.

Senator D. Zikmund (Boeckl) moved that the Senate endorse the document.

Motion passed

. (After which Senator Falconer expressed exhilaration by announcing "We’re done!")

Senator Boeckl voiced concern about students who have talked to her about classes where no evaluations were completed by students. Does anyone check up on this?

B. Orientation Committee

. Senator Kelley said that the committee is currently gathering data. It will meet in January.

IX. Unfinished Business

Extended Credit Policy.

Senator D. Zikmund brought up the following issues:

Who is monitoring this?

UNK has incentives spelled out in the bargaining agreement.

Regarding #4 "The development of courses for distance education is a creative form of scholarly activity which should be included in annual performance evaluations as well as in tenure and promotion considerations." It is his understanding that the definitions of scholarly activity rest with the colleges.

Regarding #11 "Students participating in distance education should receive guidance, as needed, in the use of technology employed in the delivery of courses they take." Who is going to do this?
Regarding #13 "Extended education course delivery strategies should be market driven." What is that?

Regarding #16 "Information gained from regular assessment of participants in extended education courses should be used in formulating marketing, recruitment, and admission policies as well as course delivery modifications." Are we going to assess before or after the fact?

Senator Emrys said she found the document lacking in specifics.

President Clark said that he would collect the information from Senators and get back to L. Jones.

Senator Peck said that she found #10 particularly problematic. #10 states "Faculty should be provided with appropriate training and support in the use of the technologies needed to expedite the development and delivery of distance education." Senator Sluti also found #10 a problem. He said training must be spelled out. Distance education is a radically different way of teaching. Senator Miller strongly agrees with Senators Peck and Sluti. Without REALLY good training, faculty will look lame. Senator Peck stated that faculty also need support, time to train, time to prepare etc.

Senator Smith asked, "How does this intertwine with the Continuing Education Committee?

Senator Smith (Benz) moved to refer the document to the Continuing Education Committee.

Motion passed.

Senator Peck asked if it should not also go to UNKEA? The response was yes.

Senator Wozniak said that this is the third time that a document such as this has appeared before the Senate. It seems that when Central Administration wants a new policy they draft it and then send it to faculty for comments. Is this a pattern? What are they trying to do? Why do they develop something and then send it to faculty for comments and then say it is faculty driven?

Senator Young asked if it were possible to put names and dates on these documents when they are received. President Clark said we do not always know where they came from.

Senator Emrys said she is tired of getting poorly written, vague documents--which if she receive these from freshmen composition students would receive a failing grade—and then being asked to comment on them.

X. New Business
Senator Smith noted that she has received complaints from students about professors who are testing during Dead Week. She suggested that Senators go back to their Chairs and have them remind faculty of the current policy. Senator Miller said that he thought that David Anderson put this information out from his office.

Senator Smith also said that she has had many inquiries from faculty regarding their privacy rights and the computer. What is the policy? Smith believes that we do have some rights regarding privacy. Senator Benz pointed out that this has been much discussed in the past and the courts seem to be concluding that privacy rights do not extend to technology in the workplace.

Senator Eshleman brought up the sign/signature policy. He has looked all over campus for a policy. He contacted Sharon Pelc and found out there is a policy for the residence halls and the union but nothing else. He reminded us that the motion previously was tabled and he would like it removed from the table.

**Motion passed.**

The motion was to place dates on signs put up in the classroom buildings rather than having to search all over campus for someone with the authority to sign them.

Senator Benz asked whom the policy was for?

President Clark said for the academic buildings.

Senator Benz asked if we were recommending to facilities?

President Clark said yes.

**Motion passed**

General faculty comments—There being none Senator B. Young (Peck) moved adjournment.

Respectfully submitted

Kay Hodge