I. President Miller called the meeting to order at 7:00 pm.

II. Present: Anderson, Barton, Barua, Bridges, Brown, Buckner, Damon, Darveau, Davis, Exstrom, Fredrickson, Fronczak, Hartman, Hodge, Hof, Kelley, Korb, Kruse, Lewis, Lightner, Lilly, Luscher, Markussen, Miller, Moore, Moorman, Nelson, Obermier, Seshadri, Terry, Tracy, Wozniak, Young
   Absent: Cook-Fong, Unruh
   Guests: Glen Powell, Marcus Donner

III. Davis/Hodge moved approval of the minutes for the Faculty Senate meeting of April 24. Minutes were approved with emendations.

IV. Reports from Academic Councils: No reports.

V. Reports of Senate Representatives to Non-Senate Committees:
   C. Center for Teaching Excellence Advisory Committee: President Miller reported on behalf of the committee indicating a search will be conducted for a Director of the Center for Teaching Excellence. According to the SVCAA from the Executive Committee meeting with UNK administration, the scope for the position is unclear; however the CTE committee is working on at least two events for the fall semester.

VI. Reports of Faculty Senate Standing Committees:
   A. Oversight Committee: Minutes of meeting of May 5, 2003 were reviewed. The minutes contain proposed amendments to the Faculty Senate Constitution and Bylaws that will be voted on at the next regularly scheduled Faculty Senate meeting on October 2, 2003. (See Attachments A and B)
      The minutes of August 26, 2003 were accepted without discussion.
   B. Executive Committee: The proposed organizational chart for the position of Senior Vice Chancellor of Academic Affairs was reviewed by the assembly. The position of SVCAA will assume the duties of the Student Affairs division. Two new positions will be created; Faculty Assistant for Academic Affairs and Director of Assessment. The Executive Committee Report of August 29, 2003 was presented by President Miller. Questions arose seeking clarification on priority program funding, the SVCAA position search, budget reduction forums, and the change in title for the Director of Libraries to the “Dean” of Libraries.
      The SVCAA search committee:
      Bruce Elder – Chair – Accounting & Finance
C. President’s Report: President Miller indicated the academic retreat on August 19, 2003 was a success and proceeded to share numerous positive comments received following the retreat.

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

A. Assessment Committee: Minutes of meetings May 8, 2003 were accepted. President Miller pointed out the need for a replacement for Kevin Byrd, Tami Moore will replace Richard Glotzer, and Marcus Donner, Student Senate Vice President will serve. Glen Powell will chair the committee.

VIII. New Business:

A. Discussion of Budget Reduction Plan: The assembly was asked if concerns existed regarding the UNK budget reduction plan. Concern was expressed regarding the apparent lack of using the UNK strategic plan for purposes of guiding budget reductions. The Executive Council responded by pointing out the Chancellor plans to wait until after the North Central visit so that UNK can respond to issues brought forth by the visiting team. Additional concern was expressed as to who might be asked to serve on a strategic planning committee.

The issue of departmental mergers was raised. The Executive Committee indicated a committee is being formed to study the issue. The Chancellor’s goal for the committee is to have their work done by the end of the fall 2003 semester.

The point was made regarding the Chair’s Council meeting and the concern for departmental chair compensation. President Miller indicated the issue of chair
compensation was also going to be reviewed by the committee studying the departmental mergers.

The point was made by President Miller that administration did not receive comments from faculty questioning the proposed Tier II budget cuts proposed in communication from the Chancellor on July 14, 2003. Response from the assembly indicated a lack of detail to make comments regarding the cuts.

Regarding the complexity of the budget cuts and other significant issues facing UNK, Miller pointed out the importance of selecting the best possible people to serve on the workload committee that is yet to be formed.

B. Senate Plan of Action: The Senate was asked to review the plan put forth by the Executive Committee and point out issues that can be directed to Faculty Senate committees so the plan can be placed in operation by several representatives of the Senate. Suggestions were encouraged to be sent to President Miller via email in the next few weeks.

C. Distribution of Senate / Committee Minutes: Currently only Senators are designated by the constitution to receive the full monthly meeting packet. The question of sending the packet with all meeting materials to all UNK employees was posed. A technological problem exists on campus with sending large emails to several individuals. University servers are not capable of sending such a large packet regardless of whether the employees list is used or a separate group on Lotus Notes is established. The suggestion was made to place all the meeting documents on the web as previously discussed during the April 24th meeting. The executive committee plans to initiate such a web site, however, the quality and location of the current web site precludes doing so at this time. The possibility of using Blackboard was also a matter of discussion. In other matters the issue of posting minutes before formal approval was discussed. Concern was expressed that only items that have had approval should be posted for the public to view. Concern was expressed that Faculty Senate minutes would be more beneficial if they were posted sooner. The College of Business and Technology Senators are planning on sending a review of the Faculty Senate meeting to the CB&T faculty shortly following the meeting. An informal vote was sought by President Miller asking the Senate of their desire to have DRAFT minutes of the Faculty Senate meeting posted before formal approval, the vote was nearly unanimous; however, no formal action was taken on this issue.

D. Faculty Senate File Naming Convention: The importance of following the file naming convention for committee minutes as recommended by the Executive Council was shared with the Senate.

XI. General Faculty Comments:

A. Senator Anderson shared a brief overview of the National Survey of Engagement with the Senate. He indicated it might be something of interest to Senators. President Miller
indicated the survey might contain data that would be of interest to the Student Affairs Committee.

B. Senator Kelley expressed his appreciation for his nomination and selection for the 2003 David Stevenson UNK Faculty Senate Hamster Wheel Award.

C. Senator Lewis called attention to the comments made by the Chancellor recognizing both graduate and undergraduate study when pointing out the mission of UNK. The Chancellor’s comments were a part of the recent visit to campus by Congressman Tom Osborne.

D. Senator Fronczak expressed concern about the recent trend to hire UNK graduates into positions at UNK. The question was posed if position searches were being conducted nationally. Senator Bridges indicated departments are indeed conducting national searches but the recent budget cuts caused a reduction in applicant pools as the salary offering has decreased.

Bridges/Terry moved adjournment at 8:15pm. Motion carried

Tim Obermier
Faculty Senate Secretary
ATTACHMENT A

PROPOSED AMENDMENTS to
FS CONSTITUTION & BY-LAWS (February 26, 2003)

Line 177
SECRETARY – Records, prepares, and distributes the Faculty Senate Meeting Agenda and Minutes to faculty, deans, vice chancellors, the chancellor, and appropriate university system officials. Provides the UNK Library with copies of approved Faculty Senate Meeting Minutes. **Prior to scheduled Faculty Senate meetings, prepares and distributes to Faculty Senators packets containing** an agenda, the minutes of the previous Faculty Senate meeting, and the minutes of appropriate Faculty Senate committee meetings. Prior to a scheduled Faculty Senate meeting, distributes the agenda to other faculty and appropriate campus administrators.

REVISION

... **Prior to a scheduled Faculty Senate meeting, prepares and distributes to Faculty Senators** an agenda …

Line 240
Article V.D. Committee Minutes
On a timely basis, the Chair of a Faculty Senate Committee shall provide all faculty and appropriate campus administrators with committee-approved meeting minutes, with items noted that require Faculty Senate action. In addition, at least one week before a regular Faculty Senate Meeting, the Chair shall provide the Faculty Senate Secretary with **a specified number of print copies of these minutes for inclusion in packets to be distributed** to Faculty Senators prior to the meeting.

REVISION

...with **these minutes for distribution** to Faculty Senators …

Line 619
Article VI.D. First Committee Meeting of the Academic Year
The President of the Faculty Senate shall designate a member of the Executive Committee to call the first meeting of the Standing committee during October and to notify all members of the time and place at least three days in advance of the meeting. The purpose of that meeting shall be to elect a **Chair and to discuss the Committee’s charge, prior to conducting regular committee business.**

REVISION

…to elect a **faculty member as** Chair …

Line 718
Article VII.G. Continuing Education Advisory Committee
Reviews and makes recommendations to **the Division of Continuing Education** on policies, programs, and practices to ensure that they are consistent with the educational mission of the ***Division of Continuing Education,*** the University of Nebraska at Kearney and the client groups it serves.

COMPOSITION: One faculty representative from and elected by each undergraduate college, one graduate faculty representative chosen by the Graduate Council, and one representative from each of the following: the Faculty Senate, Calvin T. Ryan Library, the Rural Health Education Distance Learning Research Center, and the ***Student Affairs Division. The Dean of Continuing Education**** is an ex officio, non-voting member. Total: 10 members.

REVISIONS

... **the office in charge of Continuing Education**...

... ***delete reference to the Division of Continuing Education***…

...and one representative from each of the following: …**** Dean of Students Office. A representative from the office in charge of Continuing Education …****

Line 790
Article VII.M. Student Affairs Committee
Acts with respect to matters of general concern relating to student affairs, especially with regard to areas of joint student/faculty concern.

COMPOSITION: **Vice-Chancellor for Student Affairs**, one dean selected by the Dean’s Council, one faculty member from each undergraduate college and the Library, and five students with majors in different fields selected by the Student Senate. Total: 12 members.

REVISION

COMPOSITION: **Chief Student Affairs Officer,** ...
ATTACHMENT B

PREVIOUSLY APPROVED AMENDMENTS - Feb. 6, 2003 FS Meeting:
Final Version of Revised Sections to FS Constitution and By-Laws

Note: Once other amendments-in-progress (see Attachment A) have been approved by FS vote, a revised
version of the FS Constitution and By-Laws will be distributed.

III.A.3. Executive Committee: The Faculty Senate President, President Elect, immediate Past President,
Secretary, the Parliamentarian, and one Senate representative shall constitute the Executive Committee of the
Faculty Senate. The Faculty Senate President shall be the Chair of the Executive Committee.
Total: 6 members.

III.B.1. Parliamentarian: A Parliamentarian shall be elected from the membership of the Senate. He/she
shall serve a three-year term, unless his/her Senate term expires during that period in which case a new
election will be held. He/she shall be elected by the Senate at the last regular Faculty Senate meeting of the
Spring Semester to serve as arbiter and consultant on all questions of procedure, to serve as the Chair of the
Faculty Senate Oversight Committee, to serve as interpreter of the Faculty Senate Constitution and By-Laws
in consultation with the Faculty Senate Oversight Committee, and to serve on the Faculty Senate Executive
Committee.

Article II.C. Open/Closed Meetings
All Senate sessions shall be open to the public; provided, however, the Senate may by no less than a majority
vote of those present hold a closed session. Any person attending an open Senate session may address the
Senate after securing recognition of the President.

Article II.F. Agenda
An issue or recommendation shall be placed on the agenda when proposed by the Faculty Senate President or
the Chancellor, or by Senate Executive Committee action, a Faculty Senate Committee, one-third of the
Senators present and voting at a meeting, or a petition signed by no fewer than ten faculty members.

The Faculty Senate officers are the President, the President-Elect, the immediate Past President, and the
Secretary. These officers, the Parliamentarian, and an elected representative from the Senate shall
comprise the Executive Committee. The President-Elect, the Secretary, and the Faculty Senate
representative to the Executive Committee shall be elected annually for a one year term by the Faculty
Senate at the last regular meeting of the Spring Semester in accordance with the election process conducted
by the Oversight Committee.
Article VII.A. Executive Committee
Enacts and monitors the status of Senate recommendations and serves as a liaison with the University of Nebraska at Kearney administration. Meets regularly with the Administration. Acts as a committee on behalf of the Senate when immediate action is required. Reviews Senate Committee minutes for items requiring Faculty Senate action. Prepares responses to Senate directions. Prepares and distributes the agenda for Senate meetings. Presents to the Senate an annual report of the Chancellor’s Strategic Planning Committee activities for comment by the Senate. During October, the Executive Committee shall meet with the Chairs of the Standing Committees to discuss the role of their respective committees in implementing the Annual Plan of Action presented by the Faculty Senate President at the Fall Convocation. COMPOSITION: The President, President-Elect, and Secretary of the Senate, the immediate Past President, the Parliamentarian and one member elected annually by the Senate from its membership. The President of the Senate shall be Chair of the Executive Committee. If the immediate Past President is unable to serve on the Executive Committee, the Executive Committee may appoint, with the approval of the Senate, a member of the previous Executive Committee to serve as a replacement. Total: 6 members.