I. President Bridges called the meeting to order at 7:02 pm.

II. Roll Call:

Present: Albrecht (left early), Barton, Bridges, Brown, Buckner, Darveau, Davis, Elder, Exstrom, Fronczak, Hartman, Hodge, Jackowiak, Kelley, Kruse, Lightner, Lilly, Miller, Moore, Nelson, Obermier, Rieder, Seshadri, Snider, Strawhecker, Taylor, Terry, Unruh, Wozniak, Younes, Young

Absent: Fredrickson, Lewis, Luscher, Scantling

Guests: Glen Powell, SVC Finnie Murray, Chancellor Kristensen

III. Hodge / Kelley moved approval of the minutes for the Faculty Senate meeting of September 2, 2004. Minutes were approved with emendations.

A motion to suspend the rules to hear from Chancellor Kristensen was passed by decree of the President.

The Chancellor offered his thanks to all those that worked toward the NCA re-accreditation process and report. The response from the NCA indicated that the self-study was good and thorough. A good note found in the NCA report was that students at UNK felt that they were dealt with honestly and that they were receiving a good education. Our biggest challenge coming from the report will be in the area of assessment.

On financial terms, this year is off to a much better start with much lower cuts to handle than in prior years. The university will be able to use “cash flow” to handle the cuts for the current year, but we need to plan for permanent cuts going forward from the second year in the cycle.

The new University of Nebraska President differs in his approach – he is much more engaged. He appears to appreciate the needs of UNK. The NU President has been talking about the University “not being private” in that the system can’t rely solely on tuition and fundraising. Since it is a public institution, the state must support the University.

The UNK residence halls need work and this fact has been presented to the Regents. Eight new halls were built from 1957 to 1967, but nothing since. The state of the halls is becoming a competitive issue in recruiting students.

A few notes about numbers: private giving to UNK is up; and enrollments are steady or trending up, while UNO is down and UNL is way down. The steady and increasing
enrollments are a sign that people are recognizing and seeking the quality that UNK offers; however, UNK needs a strong UNL and UNO for system revenues. The strategic planning process is beginning with committee membership similar to the prior committee. The Chancellor’s vision for the committee: no need for outside members during the process, they will be asked for comment after the process is completed; faculty will be consulted on academic issues in the process; don’t expect a micro-detailed document, but rather one that outlines broad principles. Other comments: the students appear easy-going and good-spirited; the community does also; the First-Year Experience initiative is going well; work on gender and diversity issues is going forward and will have a climate survey soon.

Senator Albrecht asked about MTV’s “Rock the Vote” and why it was not held here. The Chancellor responded that it would have conflicted with homecoming; that we couldn’t guarantee the weather; MTV wanted $40K to come (plus security costs); and that there was no guarantee about the performers that would come here. For these reasons, the event was not scheduled.

Glen Powell gave a presentation on Assessment to the Faculty Senate. The specific details can be found in the PowerPoint presentation files found in the October Senate packet sent last month and on the website. Highlights included:

Much progress has been made in the last year. Most programs have assessment plans in place and are beginning to file and use their assessment reports. Problems areas include those programs will low enrollment; it is hard to assess student achievement with so few students. It will be necessary to note when no assessment was possible due to enrollments instead of not doing the assessment. (Noting the lack of opportunity will show awareness of the need to assess even when it is not possible.)

The Assessment Committee is now serving in an advisory role rather than as the workhorse for the process.

Senator Lilly asked about a timeline for when there would be a budget for assessment. Glen Powell responded that he didn’t know.

Senator Albrecht said he had heard little of assessment and wondered if he or his department was “out of sync” with the process. Powell responded that the question raises a fundamental issue of the need to create a culture of assessment. The information gathered must be used for program improvement. The entire process needs grass-roots faculty support and that the department chairs must not need to do everything. The department faculty need to direct program needs and changes – they must have a role in assessment. Assessment cannot be seen as just a “hoop to jump through.”

Glen Powell mentioned that faculty surveys, newsletters, and monthly seminars on assessment are forthcoming.

IV. Reports from Academic Councils:

A. Graduate Council: September 16, 2004
B. **General Studies Council**: May 4, 2004, September 2, 2004

no comments

C. **Council on Undergraduate Education**: September 23, 2004

no comments

V. **Reports of Senate Representatives to Non-Senate Committees:**

A. **Strategic Planning Committee**: no report

B. **Honors Council**: September 8, 2004

Several senators asked members of the committee to explain what the “Campus Connections” program was. The members said they would get back to the Senate at the next meeting with an answer.

Senator Elder asked about why student numbers were significantly down at the Scholar's Recognition Day.

Senator Lilly said that the issue was raised in the NSS chairs meeting. There was an apparent problem with the date, time of day, and conflict with sports teams.

Senator Elder commented that there needs to be something more this year to make up for the lack of attendance and opportunity to recruit those students. There's a need to get more students on campus for recruiting. He suggested that the Executive Committee talk administration about possible plans.

Senator Barton commented that there appear to be some missing words in item seven of the minutes.

C. **Center for Teaching Excellence Advisory Committee**: September 20, 2004

no comments

D. **Gender Equity Committee**: no report

E. **Parking Advisory Committee**: no report

F. **Technology Advisory Committee**: no report

F: **Safety Committee**: no report

VI. **Reports of Faculty Senate Standing Committees:**

A. **Oversight Committee**: September 27, 2004

Senator Young conducted elections for members of the Faculty Senate standing committees:

For the two seats on the Academic Freedom and Tenure Committee:
The oversight committee nominated Carol Lilly and Daryl Kelley for the positions.

**Hodge/Miller moved to close nominations and cast unanimous ballot for Carol Lilly and Daryl Kelley. Motion passed.**

For the three seats on the athletic committee:
The oversight committee nominated Janet Steele, Bob Rycek, and Neal Schnoor.

**Hodge/Wozniak moved to close nominations and cast unanimous ballot for the three nominees. Motion passed.**

For the seat of the Continuing Education Committee:
The oversight committee nominated Rick Miller.

**Wozniak/Hodge moved to close nominations and cast unanimous ballot for Rick Miller. Motion passed.**

For the College of Education seat on the Faculty Welfare Committee:
The oversight committee nominated Tommy Hansen.

**Hodge/Miller moved to close nominations and cast unanimous ballot for Tommy Hansen. Motion passed.**

**B. Executive Committee: September 30, 2004**

Senator Lilly asked about the workload policy documents. President Bridges said the request to the Deans to supply the workload documents to every faculty member was in response to then Senior Vice Chancellor Hadley's comments in response to the Faculty Senate’s recommendations on workload.

Senator Young inquired if all these policies weren't available on the web site. President Bridges responded that the request was made to make sure all faculty members have those documents in their possession.

**C. President’s Report: September 13, 2004**

Senator Kelley asked for more information about Item 2 of the President's Report, specifically if the UNL policy for distribution of political material would be applied at the UNK campus. President Bridges responded that policy would not likely be applied here.

Senator Elder commented that an article in the paper today about the Texas Tech court decision might affect this policy.

**D. Academic Affairs: September 16, 2004**

Senator Hodge asked about the motion on page two of the Academic Affairs Committee minutes. Senator Wozniak responded that he hasn't heard back re BSED 399 from the B&T Educational Policy Committee.

Senator Davis was concerned the college could decide to use a 399 level class for freshmen.

Senator Wozniak said that this should be a one-time only offering, and should not be repeated.

President Bridges commented that it could not be determined at the meeting whether procedures were followed.
Senator Wozniak informed the Senate of the streamlined process to make catalog changes. The new policy should make this type of change much easier. Senator Miller emphasized that all other changes to course content, number, etc. would remain the same.

E. **Academic Freedom and Tenure Committee:** no report

F. **Academic Information and Technology Committee:** September 2, 2004
   no comments

G. **Artists and Lecturers Committee:** no report
   Senator Lilly asked why she didn't know anything about this committee and hadn't heard about making requests for the funding. Senator Bridges responded that the committee had not yet convened and would be convening soon. Senator Miller said that everything was on schedule.

H. **Athletic Committee:** September 3, 2004
   no comments

I. **Continuing Education Committee:** no report

J. **Faculty Welfare Committee:** no report

K. **Grievance Committee:** no report

L. **Library Committee:** no report

M. **Professional Conduct Committee:** no report

N. **Student Affairs Committee:** no report

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

A. **First Year Experience Committee:** no report

B. **Assessment Committee:** September 9, 2004
   no comments

VIII. **Unfinished Business:**

A. **WI/CD Courses Proposal**
   President Bridges made the request that Faculty Senators not take action lightly – that they take the proposal to the faculty and ask for discussion. Any action we take will have broad curriculum and assessment issues. The document in the packet is there to spark discussion and is not a formal proposal. The full discussion will take place in November.

   Senator Young suggested that a meeting of the chairs of the college educational policy committees should be arranged to discuss the issue.

   Senator Bridges stated that the document outlined “potential” choices, but no decision is to be made immediately. Any final action will involve investigation as needed.

   Senator Seshadri asked about a fourth option – elimination of WI as a requirement.
President Bridges responded that in order to do away with WI, its governance must be separated from CD. It may not yet be time to eliminate WI now. Writing should be better incorporated across the curriculum prior to WI elimination.

Senator Miller stated that we need to remember that the Educational Policy committees are constitutionally created in the colleges. Any changes to their responsibility must be addressed in the college constitutions.

Senator Lilly said that another thing to think about would be to reduce WI requirements from 12 to 6 hours. We must also consider “real” vs. “false” WI classes and requirements.

Senator Wozniak stated that we must remember about assessment. We don’t currently have data about WI, but we need data to guide this decision about the proper handling of WI courses.

Senator Seshadri commented about how WI designation leads to the perception that all other classes are not WI or don’t involve writing. There is a need to remove this perception.

Senator Lightner reminded the Senate about the prior discussion of the need for communication skills in our students and the CI designation (Communication Intensive).

Senator Young stated that the need for communication skill is quite serious as feedback about and by our students show the need for more communication skills.

President Bridges said that while we are not ignoring the possibility of CI, the issue at hand is where WI/CD governance goes. Increasing writing in the curriculum is a benefit, but the elimination of WI at this point may be a step backwards. WI needs a home in order to move forward.

Senator Elder said that his impression of WAC on the campus is that most WI designations have moved out of General Studies. Any assessment of GS may show a lack of writing in GS. What would be the best way to enhance writing in all classes?

Glen Powell noted that there has been no campus-wide assessment of WI – we don’t know if it is working. Another problem with WI in GS classes is the enrollment cap. Most GS classes are larger, but that size conflicts with use of WI.

Senator Miller said we all agree that writing is important, but the current system is cumbersome and artificial. Students are making class decisions based on WI – avoiding classes that would be of benefit only to avoid the impression of WI work. An idea would be to place the onus on the faculty to show, in assessment, examples of writing and revision; or to use other ways to assess student writing than the use of WI course designation.

Senator Lilly said that the revision requirement is at the core of the problem – the unique aspect of WI is the requirement for active revision. The WI designation causes focus on the formal writing process and revision.

Senator Hartman said a problem is that the faculty has only subjective ideas about WI and it is difficult to develop data to assess student writing. If we
started today it might take five to ten years to collect good data. We need that data to prove the effectiveness of WI.

Senator Wozniak disagreed stating that it is possible to develop an assessment rubric to assess writing. This process is already in use. We may need to involve the Writing Center and the English departments in this assessment.

President Bridges closed the discussion stating that we would continue the discussion at the November meeting.

Wozniak/Kelley moved that the Proposal for BS related science requirements be moved off the table for discussion. Motion passed.

The following proposal was passed by the Senate:

A Comparison of the Existing BA Requirements and the Proposed BS Requirements

<table>
<thead>
<tr>
<th>BA</th>
<th>BS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of hours</td>
<td>6 (2 intermediate courses) or 10 (2 introductory courses)</td>
</tr>
<tr>
<td>Level</td>
<td>Intermediate in continuing lang. or Introductory in new language</td>
</tr>
<tr>
<td>Course content</td>
<td>Foreign language</td>
</tr>
<tr>
<td>Restrictions</td>
<td></td>
</tr>
</tbody>
</table>

IX. New Business:

A. Strategic Planning Committee: Document FYI only.
B. ITS Resolution

Summary of discussion points:
1. The need for the resolution stems from issues of courtesy in the notification of faculty and staff concerning access to their offices and computers.
2. The need to respect intellectual property issues along with IRB and privacy issues.
3. The need that ITS be able to secure the campus network.

The following resolution was passed by the Senate:

Whereas,

- The University of Nebraska at Kearney Information Technology Services has set up an SMS server which has the capability of remotely updating anti-virus and Windows software, but also has the capability to connect remotely and access information on faculty computers,
- The UNK ITS has assured faculty that the primary purpose of such remote connections is for security issues on the campus network,
- University of Nebraska Executive Memorandum #16, entitled “Policy for Responsible Use of University Computers and Information Systems,” describes what is considered “Misuse of computers and network systems” as including “b. Accessing without proper authorization computers, software, information or networks to which the University belongs, …” and “l. Reading other users’ information or files without permission.”
- The UNK ITS web page describing “Computing Use Guidelines” states that “UNK cannot and does not guarantee user privacy. Users should be aware that on occasion duly authorized personnel have authority to access individual user files or data in the process of performing repair or maintenance of equipment…”
- Most, if not all, policies and guidelines concerning institutional computer use refer to the “user” but not the “authorized personnel” nor how authorization is obtained.
- Faculty have legal access to information concerning students and other personnel that should not be available to unauthorized personnel including ITS and college computer staff.
- Faculty do have some rights to privacy within their office, especially with regard to activities associated with their professional responsibilities,
- UNK computers and software are not standardized and include a variety of platforms. As a consequence, any faculty member’s office may include a mixture of personally- and institutionally-owned hardware, software, and data files,
- UNK Faculty Senate has, in the past, recommended that, unless it is an emergency, ITS personnel and college computer staff must give a faculty member 24 hours notice before entering his or her office to perform any technical service on his or her computer

Be it resolved
• The UNK Faculty Senate requests that the use of the SMS server be limited to updates of anti-virus and Windows software for the present time, with the exception of any procedure consented to and/or requested by a user in advance, and
• The UNK Faculty Senate directs the Faculty Welfare and Information Technology Committees to review the issues and prepares a report with policy recommendations to the Faculty Senate by its April 7, 2005 meeting. The report should address the following matters:
  o Who are authorized personnel? Who authorizes these personnel? What is the authorization procedure? Are there different types of authorization?
  o Exactly what are the capabilities of the SMS server and how will it be used when accessing faculty computers?
  o How can a balance be achieved between ITS’s need to maintain a functioning network and the need to respect the need of the faculty members to carry out their duties?
  o Exactly where is the line between institutional ownership of equipment, software and information and a faculty member’s right to privacy especially with regard to personally-owned equipment or software housed in a UNK office, privileged information, and the need for confidential communiqués?

C. **Assessment Data Analysis Committee** – Document provided for discussion at November Meeting.

D. **Fall Recruiting Plan** – Documents included FYI only.

E. **Proposal for Academy of Teaching Excellence** - Document provided for discussion at November Meeting.

F. **Resolution honoring Ken Nikels:**

   **The following resolution was passed by the Senate:**

   Whereas,

   • The University of Nebraska at Kearney has just successfully completed a comprehensive institutional review for accreditation by the North Central Association,
   • The review required that the institution conduct an extensive self-study of the entire institution in light of the criteria established by NCA for institutions of higher learning,
   • The self-study itself was an enormous undertaking which was coordinated and conducted by the NCA Steering Committee,
   • The review required collecting a large number of documents and presenting them in a manner that was easily accessible to the review team,
   • The self-study document was written by members of the Steering Committee with the help of many from campus and community,
   • The document was well written and complete, largely due to the efforts of the Chair of the Steering Committee with the editorial assistance of Emeritus Professor Richard Jussel,
• The review included an on-site visit by an external review team requiring the coordination of schedules, meeting rooms, supplies, equipment, personnel, and other trivial but essential details by the Chair of the Steering Committee and his staff,

Be it resolved

• The UNK Faculty Senate acknowledges the difficult and time-consuming work of all of the personnel who contributed to this effort. In particular, it extends its gratitude and appreciation for a job well done to the NCA Steering Committee members and especially to its Chair, Dr. Kenneth W. Nikels, Associate SVCAA.

XI. General Faculty Comments:

Senator Miller suggested that in all future documents that the Senior Vice Chancellor for Academic Affairs and Student Life (SVCAA&SL) be denoted as SVC only.

Senator Wozniak wanted to echo a comment about the NCA review and that we really need to develop the culture of assessment at UNK.

Hodge/everyone moved adjournment at 9:17 pm. Motion carried.

Scott Darveau,
Faculty Senate Secretary