I. Call to order

II. Roll Call  

**At Large Senators:**  
*Present:* Davis, Frickel, Wozniak

**CBT Senators:**  
*Present:* Amundson, Agrawal, Messersmith, Moore, T., Taylor, Trewin  
*Absent:* Barry

**COE Senators:**  
*Present:* Brown, Kracl, Kritzer, Lewis McKelvey, Mollenkopf, Moore, J.  
*Absent:* none

**CFAH Senators:**  
*Present:* Dimock, Flood, Rogoff, White  
*Absent:* Chavez, Fronczak, Kruse

**CNSS Senators:**  
*Present:* Biggs, Campbell, Carlson, Darveau, Ericson, Neal, Trantham  
*Absent:* Freeman, Miller

**Library Senator:**  
*Present:* none  
*Absent:* Mueller

III. Approval of Agenda

Senator Biggs (Moore) moves for the approval of the agenda.  
Agenda is approved.

IV. Action on Faculty Senate Minutes: **06DEC2012**  
Senator Biggs (Lewis) moves for approval of December Minutes.  
Minutes are approved.

V. Special Presentations

- **Chandra Daffer and Mary Daake—first year experience**  
  Mary introduced Chandra Daffer the new Assistant Director of the First Year Program. Chandra discussed the transition that our students go through as they move from being first year students to college students. Daffer’s office is focusing on helping students to thrive and not just survive. She also discussed the different components of the first year program including the First Year Program Advisory Council, the Blue & Gold working team, the transitional programming series, the student advisory council and the freshman seminar course. Daffer also noted that her office is currently transitioning from the
student enrollment taskforce into the FY Program Advisory Council. If you have any ideas or suggestions regarding the FY Program or the class please speak with Senator Biggs who serves on the Advisory Council.

**Tami Moore and Mary Daake—student success council**

Senator Moore discussed the host of initiatives that have been under the new student success plan. Moore also discussed the fact that there are a number of initiatives called for in the student success plan that will require more resources. The implementation of those activities is being worked out. Some of these activities include the total intake model for first year students, additional advising training within the CTE and looking to provide more student employment opportunities on or near campus. Moore also noted that the CTE is working very hard on the faculty student engagement pieces and that students want us to increase the academic challenge of their course work.

**Cameron Deter and Tami Moore—Blackboard survey**

Cameron Deter, Student Body President, and Lanny Fuller discussed the recent survey of students regarding Blackboard usage on campus. Deter noted that some students are displeased with how Blackboard is being utilized, or not utilized, by faculty members. Deter reviewed the results of the students surveyed across all 4 of the academic colleges. The survey was answered by 1,097 students. 96% of students are checking Blackboard at least once a week. Students check Blackboard frequently and expect it to be updated. 56% of students agreed or strongly agreed that they received frequent and accurate feedback throughout the semester via Blackboard. Less than 50% of the students reported that their professors post grades on Blackboard and 97% want to see their grades posted on Blackboard. In general, students want to see the syllabus, notes, assignments and grades posted on Blackboard.

Senator Kritzer – do most students use Blackboard for classes that are not online? It seems that there are things that we learn that will work well in online classes that we’d like to use face-to-face and vice-versa, yet some of the technology tools like Voicethread and Collaborate are only available for online courses. Kritzer would like to see greater support for hybrid and blended courses.

Senator Amundson – there is a need for students to look for information on Blackboard. Students need to be responsible for looking to Blackboard for assignments. Students don’t check Blackboard frequently enough, despite what they may have self-reported. Faculty and students both need to work to use Blackboard to its full capabilities.

Senator Brown – what level of training do students get on Blackboard?

Chandra Daffer noted that her office is going to start addressing Blackboard and Loper Mail during Blue & Gold and then provide some additional video tutorials to encourage students to review how to effectively use Blackboard.

Senator Neal – noted that she would be interested in seeing a similar survey of faculty, how much are faculty using Blackboard? It would be interesting to see how faculty are using Blackboard.
Senator Taylor – It seems that a lot of streamlining can be done the tools that are available on Blackboard that we can use to improve the process and reduce the workload for all of us.

Senator Carlson – Intellectual property issues are a concern with posting notes in some cases. Carlson also noted that there are technical issues with Blackboard from time-to-time and that students and faculty both need to patient with the glitches.

Senator Dimock – It seems that there is a desire for both faculty and students to have a minimum required standard of Blackboard utilization, but requiring it of all faculty is problematic. There are some justifications, students have to pay for it so faculty should have to use it and it’s also part of our disaster contingency plan that we will move forward as a campus by using Blackboard in the event that the physical campus is unavailable. Dimock notes that we need some agreement for a minimum standard of Blackboard and then we have to decide how that message is to be conveyed.

President Mollenkopf – Were 100% of respondents undergrads or were grad students included? Distance students as well as traditional students, etc.?

Deter noted that the survey did go to distance students, but was only directed at undergraduates.

Senator Lewis noted that it would be interesting to see a similar survey of grad students.

Senator Jan Moore – can we use platforms other than Blackboard?

Senator Lewis - We should be using Blackboard since students are paying for it.

Senator Amundson – Blackboard is the only platform that will be supported by IT and other support services.

Senator Taylor – risk that you are liable for security of grades if you use a non-university supported platform.

Senator Dimock noted that the Student Affairs Committee would investigate the utilization of Blackboard on campus and provide recommendations for how Blackboard use can be improved.

VI. Reports of Faculty Senate Standing Committees (Date included in bold for each committee that submitted minutes)

A. Oversight Committee:

Senator Darveau ran an election for two openings on Academic Affairs from the College of Education as temporary replacements for the rest of the current term.

Senator Darveau (McKelvey) nominates Grace Mims and Linda Lilienthal.

Senator Frickel (Amundson) approve the slate as provided.

Motion passes.
Darveau notes that we need two new senators from CFAH as Fronczak (too many absences) and Chavez (night class) need to be replaced. Please provide Scott with ideas to fill these seats.

B. Executive Committee: 23JAN2013, 30JAN2013

Senator Kritzer wants to second the idea that Collaborate and Voicethread should be available for all courses, both online and face-to-face. These are valuable tools for hybrid courses.

Several senators expressed agreement that these tools are nice to have and would be good to use in traditional classes as well, but that it becomes a question of finances. Online students pay a distance education fee of $25 per credit hour which is how these tools are paid for currently (via eCampus). All students (traditional and online) pay a technology fee of $10 per credit hour which is used for similar purchases (via ITS) for the entire campus. However, per the last meeting of the Executive Council administration is looking into providing access to these tools for more traditional classes.

Senator White noted that he is frustrated by the response given for the residence hall fee issue pertaining to pre-semester camps. He notes that his department did receive a letter saying that they would be billed for the residence hall fees in 2014. There was no precedent established for this decision and no analysis was presented regarding the actual costs. Senator White noted that he would like to see it demonstrated how departments can pay for such things and would like to see the Executive Committee take a tougher stance regarding this issue.

C. President’s Report: 25JAN2013

Reviewed without comment

D. Academic Affairs: 17JAN2013

Reviewed without comment

E. Academic Freedom and Tenure Committee: 04DEC2012

Reviewed without comment

F. Academic Information and Technology Committee: handed out

Senator Darveau inquired as to why the iPad initiative is being stopped already?

Senator Freeman – as iPads are returned we are going to try to make good use of them and there is still an expectation that these will be used in classes, the university will just not be providing any more new iPads at this time.

Senator Dimock – is it possible to see how these iPads are being used? Is this being tracked, because there is some concern that instructors are not using them effectively in classes.

Senator Biggs notes that we have to careful how we define “effective” as it means different things in different contexts. Biggs notes that he has been a member of the iPad users group since the beginning and that numerous faculty have been using the iPads in very effective ways across campus.
Senator Lewis – A number of faculty in Teacher Ed have been using them in their classes and going to try to continue that initiative. The CoE has bought in to iPads and will continue to use them as more and more school districts are using them it’s important that our graduates are prepared when they step into these classrooms.

Senator Wozniak expressed his concern with the discussion at the meeting indicating that faculty are not using either Blackboard or their iPads enough for improving the instruction. He notes that you cannot keep hitting people over the head with technology and that the discussion needs to be broaden to discuss other models of teaching that are not so tech-centric.

G. Artists and Lecturers Committee:
H. Athletic Committee:
I. e-campus Committee: 22JAN2013
Reviewed without comment
J. Faculty Welfare Committee: 06DEC2012, 11JAN2013
Senator Darveau notes that we need to see the recommendations for office hour policies as they were not included with the minutes.
K. Grievance Committee:
L. Library Committee:
M. Professional Conduct Committee:
N. Student Affairs Committee:
Senator Dimock reviewed the proposed academic dishonesty incident form. Dimock notes that this form would be more or less required to be used on campus by faculty. Dr. Bicak will house and manage the files for now, with the understanding that this system may need to be re-evaluated. Once the form is submitted, if there is already a file on the student the faculty member would be notified, but the faculty member still has complete discretion on punishment. Some discussion has taken place about having a set number of strikes against a student, but that would require a significant policy change. The other piece is that academic dishonesty is defined somewhat differently in different disciplines. In particular, what is considered plagiarism in one area is not necessarily considered plagiarism in other academic areas. Dimock stressed that we need to talk to entry level students about what academic dishonesty is and what it looks like.

Senator Freeman – should we be putting information in the syllabus about the form?

Senator Dimock – Faculty do not need to change their process, this form is just helping to put a process in place that is already required by the student handbook.

Senator Rogoff – what kind of information can we expect to receive regarding previous infractions from the student’s file?
Senator Dimock – the reply would be that yes there is another incident on file, but you would have to go to Dr. Bicak’s office to review the file. This is an academic issue so there is general agreement amongst faculty and administration that access can be granted without causing issues with FERPA.

Senator Amundson – is there a way to see if there is an infraction prior to having the first meeting with the student?

Senator Dimock – An electronic database doesn’t exist, yet. The first step is to get the form approved and then we may be able to move forward with some type of database that faculty members could check.

Senator Darveau – we need to change the process and be sure that faculty who have detected academic dishonesty first check the file for previous infractions before meeting with the student and handing down penalties, otherwise faculty would be violating the student code.

Senator White notes that he is still uncomfortable with enforcing punishment for behaviors that occur in other people’s classes. This should be the job of the administration, not the individual faculty member.

Senator Darveau – as a whole we the faculty are responsible for ensuring the academic integrity of the entire system, so actions in other classes are the purview of all faculty members.

Senator Taylor – If a prior faculty member has not used the form, can we enforce it even though other faculty member didn’t use the form

Senator Dimock – faculty still have discretion to enforce whatever penalty they see fit, this is just putting a form in place.

Senator Amundson – why do we not have a higher body like the academic probation policy to exact additional punishments as necessary?

Senator Freeman notes that he would like to make a motion to approve the form but then encourage the committee to ask Dr. Bicak to have administration have a higher level review of the process.

**Senator Freeman (Lewis) moves to approve the form.**

Senator Darveau is opposed to the motion and that the form should not dictate that faculty have to treat each offense as a first offense. The instructor should be able to check for prior infractions prior to levying a punishment.

**Senator Dimock (Lewis) moves to amend the bolded statement on the form to read:** – All offenses are filed and kept on record with the office of the Senior Vice Chancellor for Academic and Student Affairs and faculty may check that file at the time of the infraction.

**Senator White (Moore, J.) moves to strike the phrase that faculty may check the file.**

Senator Moore notes that she does not want faculty to have access to the file without just cause.

Senator Flood noted that she would like the opportunity to check the files if she has a strong suspicion that a student has committed an act of academic dishonesty.
Senator Amundson – if I have prior information that somebody may be a cheater then it colors my perceptions as an evaluator and I’m not an effective grader.

Senator Darveau – the file is only to be consulted if a professor has reason to believe that a student has committed an infraction.

Senator Rogoff notes that the amendment is open enough to accommodate different ethical viewpoints and he is therefore supportive of the original amendment.

Senator Frickel (Trantham) calls the question to vote on Senator White’s amendment to the amendment.

Motion passes to vote on the amendment to the amendment.

President Mollenkopf calls for a vote on the motion to amend the amendment.

Motion to amend the statement to strike the phrase that faculty may check the file fails.

Senator Dimock re-reads the motion to amend the form as presented: “All offenses are filed and kept on record with the office of the Senior Vice Chancellor for Academic and Student Affairs and faculty may check that file at the time of the infraction.”

President Mollenkopf calls for a vote on the amendment.

Motion passes.

Discussion is re-opened on Senator Freeman’s original motion to approve the whole document as amended.

No discussion

Motion passes – the form is approved as amended.

Senator Dimock noted that the incomplete form that was passed at the December meeting is a voluntary form, faculty may use it if they like, but are not required to use it.

Senator McKelvey inquires as to how these forms will be rolled out for use by the faculty as a whole?

President Mollenkopf notes that the forms will be discussed with administration by the Executive Council and that Dr. Bicak will roll it out to the faculty.

VII. Reports of Senate Representatives to Non-Senate Committees

A. Assessment Committee (Mueller, Wozniak):
B. Center for Teaching Excellence Advisory Committee:
C. Ethnic Studies Advisory Committee (Mollenkopf):
D. Fees Committee (Trantham):
E. Gender Equity Committee:
F. Honors Council (Frickel):
G. International Studies Advisory Council (Amundson):
H. Parking (Wozniak):
I. Safety Committee:
J. Women & Gender Studies Advisory Committee (Kracl, Campbell): 16JAN2013
Reviewed without comment

VIII. Reports from Academic Councils
A. Graduate Council: 11OCT2012
Reviewed without comment
B. General Studies Council: 06DEC2012
Reviewed without comment
C. Council on Undergraduate Education:
D. Student Success Council (Moore, T.):

IX. Old Business
A. Office hours report: Faculty Senate Faculty Welfare committee
   The guide is coming.
B. Report on Academic dishonesty: Student Affairs
   Covered in committee report.
C. Report on Incompletes: Student Affairs
   Covered in committee report.
D. Report on Post-tenure review policy: Academic Freedom and Tenure
   AFT is still working on this initiative.
E. Report on technology use and needs of faculty related to bookstore procurement: AIT
   AIT is still working on this, they have looked at some student information, but need to
   review what faculty are wanting to use.

X. New Business
A. Updates to the Faculty Senate Constitution – available at:
   http://www.unk.edu/uploadedFiles/committees/facultysenate/FSCONSUPDATED0911%281%29.pdf
   Senator Darveau - Please review constitution and bring ideas as we look to change the
   constitution. One idea is to have a two year presidential.
   Senator White notes that this might be a good idea, but would fewer peoplebe interested?
B. Conflict of Interest Document (attached at the end of the packet)
   President Mollenkopf discussed conflict of interest and conflict of time issues.
   Mollenkopf notes that some changes with the NIH are taking place which are changing
   the way some of the conflict of interest procedures will work. In August the NU
   campuses were told to look at the issue to assure compliance with the NIH. The biggest
change is the formation of the conflict of interest committee to figure out what forms
need to look like to meet new standards. Each campus has its own form, it is not a form
mandated by the Board of Regents. The Deans of the academic colleges at UNK have
been made aware and the response is percolating. Once final details are hammered out
they can give more feedback. Mollenkopf also noted that there is faculty representation
on the committee discussing these issues.

XI. General Faculty Comments
   Senator Dimock is looking for a senator to review Pratt Heins awards. If interested talk to Aaron.

XII. Adjournment
   Adjournment moved by Senator Darveau (Trantham). Meeting adjourned.