

EXECUTIVE COMMITTEE MINUTES

Present: **Guevara, LaCost, Lindquist, Purdum, Rinkevich, Ruchala, Shea, Woodman, Zoubek**

Absent: **Anaya, Lindquist, Schubert**

Date: **Wednesday, February 29, 2012**

Location: **Faculty Senate Office**

Note: **These are not verbatim minutes. They are a summary of the discussions at the Executive Committee meeting as corrected by those participating.**

1.0 Call to Order

LaCost called the meeting to order at 3:05 p.m.

2.0 Announcements

2.1 Executive Committee Election

Griffin reported that Senator Reisbig has agreed to run for election to the Executive Committee to replace Senator Struthers. She noted that the election will be held at the March 6 Senate meeting.

3.0 Approval of 2/22/12 Minutes

Guevara moved for approval of the minutes as revised. Ruchala seconded approval of the minutes. Ruchala pointed out that there seems to be a lot of effort in rewriting the minutes. She suggested that they minutes be less detailed and only actions taken at the meeting be recorded. Woodman noted that his departmental minutes are much more limited. Shea pointed out that the minutes serve a larger purpose and provides information. He noted that the minutes also serve as a historical record. Woodman stated that historical records need to be correct. He noted that the point of having open discussions is to get beyond the official statement made by administrators. The minutes were approved.

4.0 Unfinished Business

4.1 Professors of Practice Survey

LaCost noted that last week Lindquist asked questions regarding the IRB. She distributed a copy of the information that was provided to IRB about the survey. She noted that IRB wanted some additional corrections but she hopes that we will get official acceptance soon so the survey can be sent out.

4.2 Student Bereavement Policy

Woodman reported that his suggested revision to the Student Bereavement Policy is to have students take ownership for the required coursework. Guevara stated that the revisions get right to the point and state that the student is still responsible for the work of the course even if they miss 3 – 5 days for bereavement. Shea pointed out that the

revisions address more than one issue. He noted that in some courses there are class activities and assignments that the student may miss if they are gone due to bereavement absence, and the revisions address that the student needs to discuss with the instructor how to make up any missed assignments.

Woodman pointed out that the Bereavement Policy should protect students. He noted that some instructors will assign a zero if a student misses an exam. Guevara pointed out that the rules are made to prevent students from trying to take advantage of getting excused absences. He noted that the Office of Student Affairs (OSA) will need documentation to verify the death of a family member or friend and OSA will send a notice to the instructors.

Zoubek pointed out that students should carefully read the syllabus of each course so they are aware of the assignments they might miss if they have to be absent from class.

Rinkevich moved for approval of the Student Bereavement Policy as revised. Wysocki seconded the motion. The motion was approved. LaCost stated that the policy will be presented to the Faculty Senate at the April 3 meeting. Purdum noted that if the Senate approves the policy at the April 24 meeting the policy can go into effect for the fall semester.

4.2 Extension Education Dean Interview

Griffin noted that the Executive Committee's first interview of a candidate for Dean of Extended Education will be on Thursday, March 8 at 8:30. LaCost suggested that a list of questions be developed before the interview. Zoubek, Purdum, and Shea agreed to draft questions for the interview.

5.0 New Business

5.1 Agenda Items for VC Green

LaCost noted that the Executive Committee is scheduled to meet with VC Green next week. The following agenda items were identified:

- Goal of Increasing Endowed Professorships. How will this be accomplished?
- How does VC Green view the public image of IANR and what are his goals as he works to improve the image?
- What role will Associate VC Brian Larkins be playing in the Life Sciences? (He will have faculty appointments in the Department of Agronomy and Horticulture and in the School of Biological Sciences.)
- Update on the Water Center
- Will faculty hired for the Water Center and other Centers be different from other faculty members in respect to educational responsibilities? Is there a new layer of research oriented faculty?

5.2 Status of Executive Committee Projects

LaCost reported that work on creating a web portal for the Faculty Handbook is wrapping up. She stated that she hopes to present a draft of the portal to the Executive Committee for review soon.

LaCost noted that she and Shea attended the CIC Faculty Leadership Conference in October and the CIC would like to have UNL host the conference in 2013 or 2014. Woodman asked if special funding will be needed to host the conference. LaCost stated that the Executive Committee will need to ask the Chancellor to provide funding for the Conference. She stated that the Executive Committee needs to have a discussion about holding the conference at UNL.

5.3 Update on Pamphlet Distribution in Classrooms

LaCost reported that she contacted VC Jackson's office and was told that there might be a policy but verification would need to be made. She noted that she has not received a response yet.

The meeting was adjourned at 4:26 p.m. The next meeting of the Executive Committee will be on Wednesday, March 7, 2012 at 3:00 pm. The meeting will be held in the Faculty Senate Office. The minutes are respectfully submitted by Karen Griffin, Coordinator and Pat Shea, Secretary.