

EXECUTIVE COMMITTEE MINUTES

Present: Guevara, LaCost, Purdum, Rinkevich, Schubert, Shea, Varner, Woodman, Wysocki

Absent: Anaya, Lindquist, Struthers

Date: Wednesday, January 18, 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 3:03 a.m.

2.0 Chancellor Perlman and SVCAA Weissinger

2.1 Chancellor's Commission on the Status of Women – Possible Violation of Their Charge and Lack of Diversity on the Commission

LaCost reported that the CCSW recently gave a report to the Faculty Senate and some issues were raised in the report that made some Senators question whether the Commission may have over stepped its bounds. She noted that the issue regards speaking to the Daily Nebraskan editors about their editorial practices and specifically about an article and cartoon that portrayed diminishing stereotypes and demeaning photographs of women. She stated that the Executive Committee wondered if the Commission contacted the Chancellor prior to speaking with the DN editors. Schubert stated that he raised the question because it sounded odd that the CCSW took action that did not fall into their responsibilities and spoke on behalf of the Commission rather than reporting the concerns to the Chancellor. He noted that the CCSW is an advisory committee to the Chancellor.

Chancellor Perlman stated that he recalls having a conversation about the article but it happened awhile ago and he does not recall whether the CCSW spoke with him first. He noted that when the CCSW was restructured he clarified that it is the Chancellor's commission and that its primary role is to advise him on concerns addressing women at the university. He stated that he has spoken with the Commission about the sensitive line between their representation to external groups and their individual right to make comments on issues. He pointed out that he does not regard the CCSW's charge as a legal document that is limiting beyond their charge and he is not concerned about the action they took with the DN.

Schubert stated that while looking at the membership of the CCSW it does not seem to be consistent with other committees across campus in regards to diversity because there are no men on the Commission. He questioned how a committee with limited diversity can make unbiased recommendations. Chancellor Perlman pointed out that there has not

been a lot of interest in serving on the Commission. He noted that it may be a self selected group because the CCSW makes recommendations to him and he then makes the appointments. He stated that openings on the Commission are advertised to the university community. He pointed out that the CCSW is comprised of three councils: faculty, staff, and students. He stated that it is probably not the best represented group, but it is a voice for women and he can speak to the Commission about important issues affecting women on campus. He stated that he is open to formalizing and structuring the Commission in a more open way if people feel it is necessary. He noted that the pamphlet on the university's family friendly policies and the creation of the lactation sites on campus both came out of the efforts of the CCSW. He reported that the CCSW is encouraging the continuation of activities that the ADVANCE grant has generated on campus once the grant has expired.

Purdum asked if men can apply to serve on the CCSW. The Chancellor responded that they can and in fact men have served on it in the past.

2.2 Difficulties in Obtaining Short Term Housing for Visiting International Scholars and Other Obstacles for Greater International Participation

Schubert reported that barriers exist on campus if we want to house international visitors who come without a working eligible visa. He noted that these people are exempt from being able to earn money. The problem is that Housing requires these people to have a university ID to get housing, but a UNL ID can't be issued if the people do not have a working visa. SVCAA Weissinger stated that she wants to look into this and get back to the Executive Committee. She noted that we might be able designate a person in SAP as an unpaid volunteer which should enable us to issue an ID.

Chancellor Perlman pointed out that we house all kinds of people during the summer months that do not have an ID so he must not understand the issue. SVCAA Weissinger stated that she believes there are some existing solutions to this problem, although we may need to change our approach on how we handle international visitors. She pointed out that we need to be in an active phase in identifying things that keep people from bringing in and interacting with international people. She stated that the Executive Committee should let her know if there are any international issues that need to be addressed.

Chancellor Perlman stated that there has been discussion in the past about short term housing needs for people coming to campus for a temporary period. He noted that at one time he thought there was the possibility of having a Marriot Courtyard style facility on the Textron property but that did not come about. He noted that the administration is trying to decide what to do with Burr and Fedde Halls on east campus and these possibly could be used for visiting professors. He reported that there are a couple of units available in the Kaufman Academic Residential Center that could be available.

2.3 Enrollment Management Council Plan

SVCAA Weissinger reported that Dean Cervený and Associate VC Goodburn are jointly leading the Enrollment Management Council which is comprised of representatives from

each college and representatives from offices in Academic Affairs and Student Affairs that touch enrollment. She stated that Dean Cerveney and Director of Admissions Hunter have led the Council through a process to create a draft enrollment plan. She stated that they started with a very comprehensive beginning point and are looking at accommodating or creating changes to increase enrollment and to improve our six year graduation rate. She noted that 16 – 20 functional groups are looking at various parts of the plan and the goal is to create a draft plan that is broad enough to capture everyone's attention. She reported that the plan will be vetted across the campus and the hope is that it will be completed by mid-spring. She stated that the plan should be our road map for increasing enrollment for the next year or two.

SVCAA Weissinger stated that Dean Cerveney is considering how best to get the plan out to the campus and to generate conversations about it. She stated that there has been some talk about holding campus forums and wondered if the Faculty Senate would host these forums. She stated that she will ask Dean Cerveney and Associate VC Goodburn to be in direct contact with the Executive Committee. She noted that the Senate's forums on joining the Big Ten were some of the best well attended faculty forums on campus. LaCost stated that the Executive Committee will discuss this and let SVCAA Weissinger know if it wants to host the forums.

2.4 Campus Master Plan Efforts

Chancellor Perlman reported that he doubts much will happen with the master plan during the spring semester but the campus is moving forward with an RFP. He pointed out that the APC will be involved with the plan because they have specific responsibility for this kind of activity. He pointed out that nothing will really happen until next fall.

2.5 Update on Search for Dean of Fine and Performing Arts

SVCAA Weissinger pointed out that the announcement was just made today that Charles O'Connor has been hired to be the new dean. She reported that he previously taught at UNL in the 1990's and he emerged as the college's clear consensus candidate. She reported that he will begin his duties as Dean on July 1.

2.6 Update on Search for Dean of Architecture

SVCAA Weissinger reported that she gave the search committee its charge last week. She noted that faculty members in the College are highly engaged with the search and it is expected that on campus interviews will take place in April.

2.7 New Email System Update

Chancellor Perlman reported that he wanted to be the first to try the new system but the IT staff went first because they did not want to bring the rest of the campus onto a new system until it is working properly. He noted that the IT staff members are being cautious and thorough in transferring the campus over slowly to the new system. He pointed out that initially there were some delays with the Microsoft agreement. He stated that IT is working hard to make sure that the bugs are out of the system. He reported that the Administration building has been converted to the new system. He noted that there are many things that the new system can do easier and faster than LotusNotes and the

new email system allows users to do more things than LotusNotes. He stated that so far it has been a huge success. SVCAA Weissinger stated that she loves the new email system. Chancellor Perlman stated that the personal cost of time of transferring over to the new system was minimal.

SVCAA Weissinger stated that she believes the system is being rolled out by colleges. Chancellor Perlman stated that this is correct and in part this is being done because IT has a limited number of people who can help individuals with the transition. He stated that he does not believe the whole campus will be on the new system until May or June.

LaCost asked if there is a list indicating when colleges will be transferred to the new system. Chancellor Perlman stated that he is not sure if IT has a list on its website. He noted that old email messages can be transferred over to the new system but this will take more time to do. He pointed out that some people are looking at the transition as a way to clean house. Woodman asked if old email messages can be archived. SVCAA Weissinger stated that people will still be able to retrieve previous emails from LotusNotes but they will not be able to send an email message out on LotusNotes.

Wysocki stated that his department has once again been left out of the list of colleges found on UNL's index of departments. He noted that the department was listed for awhile but with recent changes to the web template it was omitted. SVCAA Weissinger stated that she will check into this problem.

2.8 International Security Issues Faculty Members Should Know

Purdum stated that faculty members involved in graduate students get many inquiries from international students and she wanted to know if a faculty member should respond to everyone, regardless of the country of origin. SVCAA Weissinger stated that faculty members can use their own discretion as to whether or not they want to respond to a graduate student who may want to work with them, but if the faculty member does not want to interact with the student they should send legitimate inquiries to the Graduate Studies office. They will then forward the information to Admissions.

Purdum asked if there are some countries that faculty members should not correspond back to because of security issues. She pointed out that there does not seem to be any policies on the internet about this issue. SVCAA Weissinger stated that she does not know of any policies. Purdum asked if email inquiries can infiltrate our computer system. SVCAA Weissinger stated that there are no security concerns if a faculty member is just interacting through email with a student.

Schubert noted that he has attended a meeting organized by the Office of Research and Economic Development about data trafficking and data security. Chancellor Perlman pointed out that there are regulations regarding export controls and he would hope that those faculty members involved with sensitive data are aware of these regulations. He stated that we should probably remind people of these requirements. He stated that while he does not necessarily think people are coming here with export control information, they would leave with knowledge gained from being at the university.

SVCAA Weissinger pointed out that grant money received from certain agencies can put limits on what people a faculty member can interact with in regards to the work being funded by the agency. She noted that she recently met with people from the missile defense agency who stipulated that the core of the employees working in conjunction with the agency must be U.S. citizens. She pointed out that the people eligible for this kind of funding is very limited on campus.

2.9 Faculty Attendance at Graduation

LaCost reported that she had a couple of Regents question her about the poor faculty attendance at the December graduation. She noted that she encouraged Senators to attend graduation at the recent Senate meeting. She wondered whether something can be done about the seating so there aren't so many empty chairs in the faculty seating area. She stated that the Executive Committee discussed asking the Chancellor to insist to the Deans that each department have a representative at the ceremony. Shea noted that department heads or chairs could be responsible for participating or they would need to find a person from the department to attend. SVCAA Weissinger stated that she thinks it would be the responsibility of the Dean. Chancellor Perlman stated that he would be delighted to see more people at commencement and he would be delighted if they came from the Senate.

Guevara pointed out that Deans put pressure on departments to have two Marshals at commencement and it would be easy to ask for a faculty member to attend. He believes it is important for the faculty to be represented at commencement and although some faculty members might see attending as trivial, commencement is a major step for students and their family.

SVCAA Weissinger stated that faculty participation seems to have declined in the last four or five years. She pointed out that each department can get one set of regalia for free. She suggested that we should think about ways we might encourage people to participate. She stated that she will bring this up with the Deans to see if they can find some way to get people from their college to attend commencement. She noted that people who do not have an official role do not have to RSVP.

Shea stated that an issue for him is requiring the faculty member to acknowledge ahead of time that they are attending commencement. He noted that in the past he has decided to attend at the last minute but sat in the audience because he didn't have the regalia. SVCAA Weissinger pointed out that faculty members with their own regalia can march into the ceremony. She stated that an improvement that might help get more faculty is to provide better seating for the faculty. She stated that she would be happy to take this on as a project.

2.10 Upcoming Issues

Chancellor Perlman stated that most people are aware of the announcement that was made regarding the Healthier Nebraska Initiative to the Legislature. He noted that the initiative calls for \$91-\$96 million for capital construction of four projects: a nursing

facility at UNL, an addition to a building at UNK that would allow for expansion of the UNMC Kearney nursing division, a cancer research tower at UNMC, and planning and design funds for a new Veterinary Diagnostic Center at IANR. He stated that there is some good legislative support but we will have to see how things transpire.

Chancellor Perlman reported that there may be a gap between expenditures and revenue but it is too early to tell. He noted that Senator Avery has drafted a bill that would restrict the University from giving free sporting tickets to anyone, including the Chancellor.

Chancellor Perlman stated that progress with Innovation Campus continues and that when spring comes people will start seeing some construction of buildings at the site. He noted that Executive Director Duncan is trying to engage the faculty as much as he can on Innovation Campus.

LaCost asked what the Board of Regents position seems to be on the Employee Plus One benefits. Chancellor Perlman stated that this is an issue that needs to be brought up at the right time and while the President is committed to addressing the issue, it may not be dealt with until later.

3.0 Announcements

No announcements were made.

4.0 Approval of 1/11/12 Minutes

Schubert moved for approval of the minutes as revised. The motion was seconded by Rinkevich. The motion was approved.

5.0 Unfinished Business

5.1 Report on Honorary Degrees Meeting

Anaya was unable to attend today's meeting and she will report on her meeting with Associate to the Chancellor Nunez and Professor Boudreau next week.

5.2 Update on TeamMates

Schubert reported that Dr. Osborne and Walter Powell will give a presentation to the Faculty Senate at the February 7 Senate meeting.

6.0 New Business

6.1 Professors of Practice

Woodman noted that the Executive Committee had discussions regarding issues facing professors of practice and asked if there has been any resolution on some of the concerns raised. LaCost stated that nothing has been resolved yet. Shea noted that the Executive Committee thought about having a forum at a Senate meeting about the issue. Purdum pointed out that she served on the department committee that set up the guidelines for these positions and she is concerned that not all departments have developed their guidelines. She stated that some professors of practice are still expected to do research and are evaluated on criteria that are not part of the job description of the professor of practice.

Woodman noted that he is going up for his five year review and the last guideline written in the College of Arts & Sciences on professors of practice was in 2001. He reported that he is now being required to submit a complete portfolio of his work for the review but it seems that there is no consistency as to what is needed for the review. Shea pointed out that the administration left specific responsibilities up to the colleges and departments in making these determinations. Purdum noted that the language of the Board of Regents' policy on professors of practice states that units are supposed to set the criteria.

Guevara stated that his department just worked on the guidelines and the chair is Professor Jacobson who was Associate VC and worked on developing the professors of practice position. He noted that the guidelines in his department are very clear.

Woodman stated that he is worried that he will have to create a large portfolio whenever his contract comes up for continuation. He pointed out that he is a full professor of practice and that he is evaluated annually and wondered why his annual evaluations are not just used to continue his contract. He noted that none of the guidelines in the college state that he has to put together this portfolio, but it is expected that he has to do this.

Shea stated that this is the ongoing battle of how much uniformity we should have across the campus and how much local control we should have. He stated that he strongly believes in uniform guidelines across the board and that this was the intent of some of the members of the committee that developed the professors of practice positions. He pointed out that upper administration is very reluctant to tell the colleges what they should do with these positions, but this creates disparities among the professor of practice and it is not fair to these people. He stated that some of these faculty members do not really know what is expected of them as a professor of practice. LaCost noted that what is really being discussed is the negligence of some departments in not creating guidelines for these positions.

LaCost pointed out that the Executive Committee discussed having a forum about professors of practice. She asked if the Executive Committee thinks we should still have a forum. Varner suggested that we ask people in these positions if they know what is expected of them. Purdum suggested that the Executive Committee do a brief survey of lecturers and professors of practice to see what issues they have. Griffin noted that an email message can be sent out to people in these positions.

Guevara questioned what happens if professors of practice get full voting rights in a department. He noted that some departments have a tendency to be overloaded with professors of practice and these people could be voting on issues that would eventually not affect them because they are here only for a limited time. Shea stated that the rights of faculty in these positions should be uniform across the campus. LaCost stated that members of the Executive Committee should submit questions for a survey.

6.2 Overhead Grant Money

Shea reported that faculty members have raised concerns at a recent departmental meeting regarding the increase in the percentage of overhead that the Office of Research and Economic Development is retaining from grants. He noted that the amount of funds making its way back through the college to departments is shrinking primarily because of the Research Office's increase. His understanding is that previously 31% of the overhead used to be returned to colleges but this has been decreased to 29% and what comes to the departments is even less even though units are now being expected to cover more of the startup costs of new hires and assist paying for some facilities. He stated that we need to ask for an accounting from the Office of Research on how the overhead is spent. Purdum stated that the Research Advisory Council may get the breakdown of how the funds are used. She noted that if federal funds are involved the accounting would need to be available. Griffin wondered who approves the increase in the percentage of overhead that the Office of Research retains. Shea stated that the Executive Committee should contact VC Paul to ask for this information.

6.3 Family Medical Issue

Shea reported that a faculty member contacted him about the lack of guidelines for faculty members regarding family medical leave. He stated that the faculty member was told that he has to work out an arrangement with the unit administrator. Wysocki pointed out that the Human Resources web page provides documentation on family medical leave. Guevara stated that there is a family medical leave policy and faculty members can take up to a year of unpaid leave. Griffin suggested that a faculty member may want to consider a reapportionment of duties if they want to work part time during this period.

6.4 Enrollment in Health Care Coverage

Shea reported that a faculty member recently made an error during the enrollment period for health care coverage. The faculty member accidentally hit the wrong key about smoking and when he brought this up to the Benefits Office he was told that he could not do anything about it this year. The result is that he will have to pay additional fees for a year because of his error. Schubert pointed out that people used to receive a notification of what benefits they are enrolled in. LaCost reported that she will be meeting with VP Dietze after the Board meeting on January 27 and can raise this issue.

The meeting was adjourned at 4:48 p.m. The next meeting of the Executive Committee will be on Wednesday, January 25 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.