EXECUTIVE COMMITTEE MINUTES

Present: Anaya, Bender, Guevara, Joeckel, Nickerson, Reisbig, Rinkevich, Ruchala, Sollars, Woodman, Zoubek

Absent: Schubert, Wysocki

Date: Wednesday, June 26, 2013

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
Guevara called the meeting to order at 3:00 p.m.

2.0 Announcements
2.1 Student Code of Conduct Review
Guevara reported that he sent an email message to VC Franco about the Executive Committee’s review of the proposed changes to the Student Code of Conduct. He noted that the only response he received was from ASUN member Jeff Story who thought that the Executive Committee had reviewed the incorrect document. However, the Executive Committee did review the most recent document.

Guevara stated that he is surprised with Student Affairs’ lack of involvement in helping the students make changes to the Code. He noted that he informed VC Franco that the proposed document is currently not acceptable and that the Executive Committee will not review the proposed changes again until corrections have been made.

Griffin noted that efforts to revise the Student Code of Conduct have been going on for years but none have come to fruition. She thought that the students may need some help and suggested an ad hoc committee be formed to help the students. Nickerson thinks an ad hoc committee is a good idea. He stated that he is surprised that the students are expected to come up with changes to the document themselves and that the task has been allotted to a small subset of students. Nickerson suggested that UNK’s recently updated Student Code of Conduct should be reviewed as a possible model.

Guevara stated that the Executive Committee should not be responsible for making changes to the Code. Ruchala suggested that the Executive Committee should meet directly with VC Franco to discuss concerns about the proposed changes. Guevara stated that he would contact VC Franco to see if he could meet with the Executive Committee.

Reisbig asked if the Board of Regents will accept the redesigning of the entire Code of Conduct. Griffin reported that she spoke directly to Corporation Secretary Carmen Maurer who stated that this can be done as an approval item to replace the existing Code
in its entirety. She noted that Maurer had told her that UNK recently revised its Student Code of Conduct and worked with John Wiltse of the General Counsel Office. She also forwarded a link to a model of Student Codes of Conduct that can be used and she has already forwarded this to Assistant to the Chancellor Joan Giesecke who is assisting the students with the proposed changes.

Guevara stated that he will contact VC Franco to arrange a time when he can meet with the Executive Committee.

3.0 Approval of 6/12/13 Minutes
Bender moved for approval of the minutes as revised. The motion was seconded by Rinkevich. The motion was approved.

4.0 Unfinished Business
4.1 Future Internal Search Procedures
Guevara reported that some Executive Committee members are clearly not comfortable with the consistent internal searches that seem to take place for administrative positions, although he acknowledged that there is sometimes support for an internal search. Bender suggested that the Executive Committee should collaborate on developing procedures or policies with the administrators as to when an internal search is appropriate rather than conducting an external search.

Nickerson noted that three searches will be taking place simultaneously: Dean of Arts & Sciences, Dean of Journalism and Mass Communications, and Dean of Libraries. He pointed out that it would be difficult logistically to do so many searches at the same time.

Reisbig stated that it is not a good practice to deviate from the Regents or UNL Bylaws in regards to administrative searches. She questioned whether the Dean of Libraries position is somehow different from the other two searches that it should be an internal search. She asked whether an internal search would be considered appropriate for all other Dean searches. Guevara stated that this is not the first time that an internal search has been conducted. He noted that all of the other internal searches were cleared and given approval. He stated that the question is whether we really are getting the best candidate for the position if an internal search is conducted.

Reisbig questioned whether a search can move forward without at least having two candidates for the position. Woodman stated that it appears that a candidate has already been chosen, but others are encouraged to apply so that the search complies with the Bylaws. Reisbig wondered why all of the information was provided about the reasons for conducting an internal search. Woodman stated that he thinks providing the information may have had the opposite effect of the intent because it would probably discourage other potential candidates. Nickerson stated that he thinks the Executive Committee should have a conversation with SVCAA Weissinger regarding when internal searches are considered appropriate.
Ruchala asked Griffin if it was possible to get a list of administrative searches done in the past 3-5 years. She noted that there has been a number of searches and recalls an outside candidate for the Dean of Architecture position asking if there was going to be an internal hire for the position. Anaya pointed out that the Executive Committee did discuss this issue with the Chancellor and SVCAA. She reported that an external search for the Dean of Architecture was conducted but it was a failed search. Guevara stated that an offer was made to an outside candidate but the candidate had to decline because of his family’s unwillingness to move to Lincoln.

Ruchala stated that we have to be conscious with each search that takes place. The question is what can be done early in the process to make an external search successful. Nickerson noted that when departments are seeking to hire a new chair the faculty members are asked to encourage people to apply for the position. He pointed out that faculty members can do some recruiting on their own to encourage people to apply for these administrative positions.

Reisbig stated that she does not like the rationale of doing an internal search to save money. She suggested that instead the current person serving as interim can continue. Guevara pointed out that SVCAA Weissinger did not say that we did not have the funds to conduct an external search.

Woodman wondered whether this internal search could become a model for future searches and whether this is an acceptable model. Anaya pointed out that the Libraries is different from other colleges in that it does not teach courses like the other colleges and the Libraries faculty do not have the same teaching responsibilities as other faculty members. She noted that it is not a college that has a degree program. Ruchala stated that while this may be true, if the college has more interaction across units it is even more important to have an external search.

Anaya stated that she does not think the Libraries are valued as much as other colleges although it provides many services. Ruchala stated that if the culture in the Libraries has been internally focused then it might need an external person who has priority on demonstrating to the other colleges the importance and value of the Libraries. Anaya stated that the Libraries are a very collaborative environment which does a lot of marketing, but the image and definition of the Libraries is a challenge.

Joeckel stated that the Executive Committee should focus on having the administrators explain the reasoning for conducting an internal search. Guevara pointed out that SVCAA Weissinger had stated that she was neutral on what kind of search should be conducted and followed the strong support of the faculty of the Libraries for an internal search. Griffin asked if any of the Executive Committee members have received complaints from any of the Libraries faculty members about having an internal search. No Executive Committee member has received any complaints from the Libraries faculty members.
Reisbig asked why the Dean of Libraries search should be any different from other Dean searches. She noted that it could be interpreted that this search is not as important as the other searches. Joeckel stated that this would be in our purview to ask this question.

Sollars stated that it might be good to get an explanation for the internal search in the context of the UNL Bylaws, particularly to the section which applies to administrative searches. Guevara noted that all searches have to be approved by the legal staff before they can move forward.

Guevara stated that Executive Committee members should formulate questions for SVCAA Weissinger and send them to him or Griffin.

4.2 Possible Ad Hoc Committee for Student Code of Conduct
Issues discussed above in section 2.1.

4.3 ACE Ad Hoc Committee
Guevara noted that the Senate approved creating an ad hoc committee to review ACE procedures and make recommendations for improvement. He stated that he asked Griffin to look into the history of the University Curriculum Committee and how members were determined. Griffin reported that in 1967 there was a Committee on the Duplication of Courses and in 1969 there was a call for creating the University Curriculum Committee (UCC). In 1971 the UCC first met. Members of the UCC were from the six colleges and records show that there was a Senate representative on the UCC although this member was not formally listed in the Committee syllabus. Nickerson noted that a course duplication committee was very necessary to avoid the chaos resulting from duplication of courses. He pointed out that the UCC has taken on additional responsibilities with the ACE subcommittee and questioned how this responsibility was given to the UCC. Guevara stated that the problem is that the UCC is a Senate committee yet people outside of the Senate think they can make changes to the charge of the UCC. Griffin pointed out that the Senate had to approve the changes to the UCC to add the ACE responsibilities.

Guevara noted that the term of the Faculty Senate appointment to the UCC is only a year whereas for almost all other committees the term is for three years. He stated that the Senate can change the membership of the Committee and could make this appointment a three year commitment. Reisbig pointed out that the colleges need to still elect whoever they want to the UCC and usually this person also serves on the college curriculum committee. Woodman suggested that the Senate could possibly increase the number of Senate appointments to two instead of one. Guevara stated that the UCC is a very important committee that the Senate seems to have little control over.

Nickerson stated that the ad hoc committee needs to conduct its review and make recommendations.
5.0 **New Business**

5.1 **Data Security for Course Management Programs**

Guevara noted that Bender had sent the Executive Committee an article about security concerns for programs such as Blackboard. Woodman sent a message to CIO Askren asking if Blackboard is secure and Askren responded saying that it is indeed secure. Bender said that he thought CIO Askren addressed his concerns.

Woodman noted that Blackboard renewal issues will be coming up in the next few years and the campus will have to decide whether to renew it or go with a different program.

Nickerson reported that he recently learned that an entire course degree program is offered through Blackboard. He noted that the program is with some universities in China. Woodman stated that Blackboard is probably acting as a portal for some MOOC courses from Shanghai. Nickerson wondered if this would be competition with the other universities that we have programs with in China.

5.2 **Search Committee for Dean of Journalism and Mass Communications**

The Executive Committee reviewed the list of potential search committee members as established by SVCAA Weissinger. The Executive Committee agreed with the proposed list. Guevara noted that the Executive Committee will have representation on the search with Bender and also on the search committee for the Dean of Libraries with Anaya.

5.3 **Agenda Items for SVCAA Weissinger**

The Executive Committee identified agenda items for its meeting with SVCAA Weissinger on July 10:

- Policies and Procedures for Internal Searches
- MOOC and Coursea
- Summer Sessions enrollments
- Preliminary Enrollment Figures for Next Year
- Update on Student Success Center
- Tutoring Services
- Renovations to Student Union

Guevara asked that any additional agenda items for SVCAA Weissinger should be sent to Griffin.

5.4 **Executive Committee Retreat**

The Executive Committee identified August 14 as the date for its annual retreat to establish the goals for the Senate for 2013-2014.

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The meeting was adjourned at 4:26 p.m. The next meeting of the Executive Committee will be on Wednesday, July 10, 2013 at 3:00 pm. The meeting will be held in the Faculty Senate Office. The minutes are respectfully submitted by Karen Griffin, Coordinator and Toni Anaya, Secretary.