

## EXECUTIVE COMMITTEE MINUTES

**Present:** Bradford, Fech, Franti, Hachtmann, Jackson, LaCost, Lindquist, McCollough, Prochaska-Cue, Rapkin, Zimmers

**Absent:** Ledder, Schubert

**Date:** Wednesday, September 3, 2008

**Location:** Faculty Senate Office, 420 University Terrace

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

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### **1.0 Call to Order**

Prochaska-Cue called the meeting to order at 3:01 p.m.

### **2.0 Dean Kean, Undergraduate Studies and Associate Dean McBride, Admissions**

#### **2.1 New Student Orientation**

Prochaska-Cue noted that at a previous meeting the Committee discussed new student enrollment and orientation. She stated that some felt that many freshmen students do not realize the difference between high school and college and not enough emphasis is being placed on educating new students about this difference. She stated that there was even an incident when a student tour leader was overheard telling visiting students that there really wasn't any difference between high school and college.

Dean Kean reported that Associate Dean McBride made major changes to the new student orientation to make it more academic. She stated that five years ago a follow up study was conducted with the new students. Results showed that the students remembered enrolling for classes and the student leaders name but not much else from the orientation. She noted that as a result the mid semester check was instituted to help new students.

Associate Dean McBride reported that new students are now taught that they are entering a learning environment when they come to the university and that they are responsible for the grade that they earn. They are also told that learning will not only come from the classroom but from laboratory classes and study groups as well. He reported that students are encouraged to contact their instructors and to get to know them well enough so the professor can write them a reference letter if needed. He stated that it is stressed that students need to spend time and effort in their classes if they want to be successful.

Associate Dean McBride stated that student tour leaders are required to apply for the position and the application includes two essays that the student must write. One of these essays must be on the best class the student has taken and how they used and engaged the knowledge they learned in the class in their life. He pointed out that if a student is

granted an interview they must then speak up and discuss their academic experience. He noted that a tour leader must be a good student as well as a good speaker and must understand what engagement is in order to be hired.

Associate Dean McBride stated that he tries to incorporate into the new student orientation some things faculty members feel students should know when they enter the university . He reported that each of the student leaders must talk about their class experience and provide a piece of advice that they think is needed in order to succeed in college.

Associate Dean McBride stated that the Admissions Office is trying to do other things to get the academic message out. He noted that this year a new concept, the Powerup Weekend, was piloted. He reported that approximately 100 students paid \$155 each to participate in the weekend event. Professor Janovy gave a presentation on academic success. During his presentation Professor Janovy discussed how he used Blackboard and encouraged students to use this program. He stated that he hopes that more faculty members participate next year. He noted that the budget for the Powerup Weekend is allocated by the Student Fees Committee.

Associate Dean McBride noted that the Big Red Welcome continues. He noted that Chancellor Perlman speaks at the Welcome and emphasizes to students the zeal factor that is needed today in order to succeed academically. Diversity of ideas and of people is also discussed at the Welcome.

Associate Dean McBride stated that many faculty members participate in the mid-semester check. Dean Kean stated that during the mid semester check, on September 17<sup>th</sup>, time will be dedicated to those students who have not yet decided on a major. Associate Dean McBride stated that Career Assessment will also be participating to help students. He noted that this year electronic resources at the Libraries are being added, including introduction to Safe Assignment. He stated that students can bring one of their first papers into the Libraries and a Librarian will run it through Safe Assignment. Students will then be taught how to cite references correctly. He pointed out that he thinks plagiarism is difficult for many students to understand.

Associate Dean McBride stated that students are sent emails every couple of weeks. Some of these emails remind the students to meet with their advisors prior to pre-registration.

Associate Dean McBride reported that his staff is going to work on what can be done if someone is not doing well in college. He pointed out that if a student has an Xbox or a Play Station in their room they are more likely to have poor grades.

Fech asked what percentage of students go through new student orientation. Associate Dean McBride reported that nearly all students go through it. He noted that the orientation is recorded and the information provided can be found on Blackboard. He pointed out that the university is trying to get the message out to students in many ways.

Rapkin asked if there is any training in time management for students. He noted that freshmen students in particular seem to fall into a sense of having a lot of free time, particularly in the beginning of the semester. They wind up having to rush at the end of semester because they have not done any medium or long range planning. Associate Dean McBride stated that it is hard to tell the students this during the summer when they are not in class. He noted that the mid semester check would be a better time to tell them. He stated that they need to be told that they need to look at things on a daily, weekly, monthly, and semester basis. He stated that he thinks those students who have planners don't really need them because they are usually well organized. Dean Kean pointed out that some colleges require students to have planners.

Fech asked if the students who come through new student enrollment are 95% committed to coming to Nebraska. Associate Dean McBride stated that most of them are committed but it is Admissions job to seal that commitment. Fech asked if the messages students get during the first time on campus tours might be different than the messages in new student orientation. Associate Dean McBride stated that during new student orientation student leaders are supposed to talk about how they live on campus and a tour is given of at least one resource room on campus. During the Admissions tour prospective students spend a lot of time at the recreation center and in the dorms. He pointed out that there is not a lot of time to show all of the campus on the tours. Fech noted that during the summer Admissions is not really trying to recruit students but during the fall semester they are so the message might be a little different. Associate Dean McBride agreed that there is a whole different emphasis on the tours that are conducted to recruit students. He noted that a lot more time is spent with students during the summer tours.

Fech asked if any presentations are made regarding plagiarism. Associate Dean McBride stated that there is some talk about it during mid semester check. He pointed out that the difficulty is that different faculty members talk differently about plagiarism in their courses. He asked whose responsibility is it to talk about plagiarism, the faculty or new orientation. He noted that Safe Assignment is a good thing and the Libraries are ready to take it on and that this should be emphasized with the new students.

Bradford stated that the Executive Committee has been discussing academic dishonesty over the last few years. He asked if there is anything that we could be doing to strengthen the message about it. Associate Dean McBride pointed out that the first week of class is an important time to provide information to students. He noted that there is no sense of consistency about academic dishonesty across the campus. He stated that students struggle with the difference between doing your own work and doing group work which is becoming more common in many classes. He pointed out that millennium students have been trained to work in teams. Dean Kean asked how we get the message out to the faculty to educate the students about plagiarism. She stated that it would be helpful to get a larger conversation going on campus about this subject.

### **3.0 Announcements**

#### **3.1 ACE Implementation Update**

Hachtmann reported that 72 courses have been certified for meeting one or two of the 10 ACE outcomes. She noted that Arts & Sciences has not submitted their course proposals yet because they are awaiting approval by the college curriculum committee.

Hachtmann reported that an ITLE grant will be available for developing new ACE courses that would meet either outcome 2, 8, 9, or 10. She stated that there will be a workshop held on September 10<sup>th</sup> on writing a course for these outcomes and the deadline date for applying for the grant will be in mid October. (For more information go to <http://www.unl.edu/ous/ace/>).

Hachtmann stated that the proposals are getting better. She noted that in the first few rounds most proposals needed to be revised and resubmitted mainly because they needed more information on how assessment of the course was going to be measured. She reported that the list of courses that have been approved are on the web.

### **4.0 Approval of 2/20/08 Minutes**

Jackson moved and McCollough seconded approval of the minutes as amended. Motion approved.

### **5.0 Unfinished Business**

#### **5.1 Information Technology Survey**

The Committee suggested sending out the list of questions on the survey to the Senate to ask for their input. The Committee will discuss the survey next week.

### **6.0 New Business**

#### **6.1 Affirmative Action Initiative Discussion at October Senate Meeting**

Bradford reported that he checked with General Counsel Pederson who stated that the Senate as a body can take a position opposing or favoring a political initiative. He noted that if a resolution is presented at the Senate meeting then the Senate can take a position on it. He stated that as individuals faculty members can also take a stand outside the university setting.

Rapkin asked if the Executive Committee has any intention of generating a resolution. Prochaska-Cue stated that the Committee had discussed in the spring about presenting a resolution and she believed the Senates on the other campuses had already made a resolution. Bradford noted that UNO did not actually pass a resolution regarding the affirmative action petition. Rather it took a position on a proposed bill made in the State Legislature.

Rapkin asked if there was any opposition to taking a vote on whether the Committee supports or disapproves the initiative. He stated that he believed that the Committee should take a more active role on the issue.

Lindquist stated that he thinks it is important that we have the actual wording of the initiative that will be on the ballot for the October Senate meeting. Bradford stated that any senator can prepare and make a motion from the floor of the Senate. Rapkin stated that he would prefer to have a well crafted motion.

Fech asked if ASUN is planning to make a motion on it. Prochaska-Cue stated that she does not know. LaCost stated that she has spoken to younger students and not many of them are strongly opposed to it. McCollough stated that the students in her classes are lukewarm on the subject. She stated that she likes the idea of symbolically taking a stance on the issue.

Prochaska-Cue asked Bradford to get a copy of the final wording of the initiative. The Committee will discuss the issue further at the next meeting.

## **6.2 Review of Motions Made at April 22<sup>nd</sup> Meeting**

The Committee discussed the two pending motions from the April 22<sup>nd</sup> Senate meeting.

### **6.3 AAUP**

Prochaska-Cue noted that Professor Bryant made a request earlier in the year to come and talk about AAUP. She noted that Professor Bryant asked if the sentiment of the Faculty Senate towards unionization has changed. She stated that she does not know how the faculty as a whole feels about unionization although she doubts that a majority would support it.

Bradford stated that he believes unionization might have a negative educational impact but he doesn't believe faculty should have to take a personal financial hit if the state isn't willing to pay for the cost of quality education. LaCost asked if there is something more productive that we could be doing. Bradford stated that he didn't think there is anything more politically productive that we could do.

Prochaska-Cue suggested having Professor Bryant come and speak to the Committee about the AAUP and the work that it does.

### **6.4 Office of Research Policy for Responding to Allegations of Research Misconduct**

Prochaska-Cue stated that the Executive Committee has been asked by the Academic Rights and Responsibilities Committee to look into the Office of Research policy. There are existing ARRC procedures, Professional Conduct-B, but these procedures and the Office of Research's policy are not congruent.

Rapkin asked if the existing ARRC procedures were approved by the faculty, Chancellor, and Board of Regents. Griffin responded that the Senate, Chancellor, and Board of Regents approved the ARRC procedures but she is not sure whether the Office of Research has received approval from all of the groups. She does not believe that the Senate ever voted on it. Rapkin wondered if this could be an attempt to seize the process

and divert it away from the faculty. Jackson stated that he will contact Dan Vasgird, Research Compliance Director, for information on what he knows about the policy.

The Committee will discuss the issue further at its next meeting.

The meeting was adjourned at 4:52 p.m. The next meeting of the Executive Committee will be on Wednesday, September 10th at 3:00 pm. The meeting will be held in the Faculty Senate Office. The minutes are respectfully submitted by Karen Griffin, Coordinator and David Rapkin, Secretary.