

UNO Faculty Senate Meeting Minutes

April 24, 2017

President Cherie Trumbach welcomed the Senators and opened the meeting. She instructed the Secretary to call the roll.

Roster of Faculty Senate Members, 2016-2017						
Roll April 24, 2017						
ATT?	#	Representation	First	Last	Term	
y	1	1 Administration Rep.	Mahyar	Amouzegar	(16-17)	
	2	1 Staff Council Pres.	LeeAnne	Sipe	(16-17)	
y	3	1 SG President	Antonio	Torres	(16-17)	
	4	1 Alumni Assoc. Rep.		TBD	(16-17)	Faculty Senate President appt.
	5	1 Adjunct Rep.		TBD	(16-17)	Faculty Senate President appt.
y	6	1 Business	Dinah	Payne (SE)	(13-16)	
y	7	2 Business	Joe	Beams	(16-19)	
y	8	3 Business	Christy	Corey	(16-19)	
y	9	4 Business	Cherie	Trumbach (Pres., SE)	(14-17)	
y	10	5 Business	James	Logan	(15-18)	
y	11	6 Business	Tarun	Mukherjee	(15-18)	
	12	1 Education	Matt	Lyons (SE)	(14-17)	
y	13	3 Education	Ivan	Gill	(14-17)	
y	14	4 Education	Kenneth	Farizo	(16-19)	
y	15	1 Engineering	Edit	Bourgeois (SE)	(14-17)	
y	16	2 Engineering	Dimitrios	Charalampidis	(16-19)	
	17	3 Engineering	Ting	Wang	(15-18)	
y	18	4 Engineering	Guillermo	Rincon	(16-18)	replacing Christy Ikeda (16-18)
	19	1 Liberal Arts	Nancy	Easterlin (SE)	(14-17)	
y	20	2 Liberal Arts	D. Ryan	Gray	(16-19)	
y	21	3 Liberal Arts	Chris	Day	(14-17)	
y	22	4 Liberal Arts	David	Beriss	(14-17)	
y	23	5 Liberal Arts	James	Mokhiber (Sec'y, SE)	(14-17)	
	24	6 Liberal Arts	Peter	Schock	(14-17)	
	25	7 Liberal Arts	Elizabeth	Steeby	(16-17)	replacing Steve Striffler (14-17), on leave
y	26	8 Liberal Arts	John	Kiefer	(15-17)	replacing Pam Jenkins (15-17), retired
y	27	9 Liberal Arts	Ed	Chervenak	(16-18)	replacing Vern Baxter (15-18), retired
	28	10 Liberal Arts	John	Hazlett	(16-18)	replacing Beth Blankenship (15-18), now admin.
y	29	11 Liberal Arts	Robert	Dupont	(15-18)	
y	30	12 Liberal Arts	Juliana	Starr	(15-18)	
	31	13 Liberal Arts	Cheryl	Hayes	F 2016	replacing Jeffrey Ehrenreich (15-18), on leave
	32	1 Sciences	Nicola	Anthony (SE)	(15-18)	
	33	2 Sciences	Melanie	Stiegler	(15-18)	
y	34	3 Sciences	Kenneth	Holladay	(15-18)	
	35	4 Sciences	Wendy	Schluchter	(14-17)	
	36	5 Sciences	Greg	Seab	(14-17)	
y	37	6 Sciences	Elliott	Beaton	(14-17)	
	38	7 Sciences	Joel Andrew	Webb	(14-17)	
y	39	8 Sciences	Vassil	Roussev (VP, SE)	(15-18)	
y	40	1 Library	Connie	Phelps (SE)	(15-18)	
	41	2 Library	Lindsey	Reno	(16-19)	
			20 for quorum	*Arrived after roll called		SE= Senate Executive Board Member

Approval of March Meeting Minutes

Trumbach then turned to the minutes. She opened discussion of the minutes from the previous meeting. Hearing no discussion, she moved to approve them. The March 2017 minutes were approved.

Updates from the Senate President

The annual Crawfish Mambo will be held on May 13. That is the same day as Graduation, and all faculty are invited to attend afterward. Trumbach also noted that a sabbatical forwarded for approval by the UL system. While we are not sure if that will happen or not, we hope it will. Having no other announcements to make, Trumbach recognized President John Nicklow, invited him to join the Senators at the main table, and address the Senate.

Five Minutes with the Administration

President Nicklow offered an update regarding enrollment as of last Monday. He indicated that there are some very good indications of strength this year. The University exceeded the total number of applications, and we were up 17% in freshman applications. Transfer admissions are up 23%, and freshman enrollments are up 140%. Graduate enrollment is up too. He noted that the Provost held a meeting with the deans regarding continuing student numbers. One problem may be that we allow them to enroll late. The College of Business is being very proactive in addressing this issue, setting up a station in the lobby of their building. Advisers are telephoning students too. Summer enrollment is up 22% at the undergraduate level. Regarding the Crawfish Mambo after graduation, Nicklow urged faculty to wear something very comfortable under their regalia. He noted that the university had held an outstanding faculty/staff barbecue, with over 470 in attendance. He thanked the faculty for the high turnouts at the “drinks and dialogue” events he sponsored as well. Nicklow noted that we are working on the free parking sticker implementation and compressed summer schedule, with the latter being complicated because of civil service laws. He also indicated that the Veterans Center is opening in May on the first floor of the Privateer Enrollment Center. He noted that the Bursar will be moved to the PEC as well. He thanked the outgoing Senate and its Officers, and noted that we have accomplished a great deal by working together.

Kirsten Elleby, Assistant Athletic Director for Student-Athlete Enrichment/SWA

Trumbach then recognized Kirsten Elleby, the Assistant Athletics Director for Student-Athlete Enrichment. Elleby thanked Trumbach and noted that she had recently celebrated her one year anniversary at UNO. She noted that Dinah Payne had invited her to address the Senate to describe her responsibilities, which include oversight of all NCAA compliance regulations, community service, and career development. She seeks to work as a liaison between athletics and faculty/administration. As Coach Mark

Slessinger has said, we won in basketball because of the hard work done in the classroom. She reminded faculty that Athletics staff can get to the student athletes easier than you can in many ways. Student-Athletes need to be accountable, and participate as students too, accomplishing their work and being a good teammate off the court too. We need to have faculty respond to progress reports – that is how we can get students to best achieve, given their time commitments and more. Our coaches are not supposed to communicate with faculty about academics, she noted. Dr. Zingoni, also in attendance, noted that our student-athletes did a great job in the classroom in the fall. 92 out of 150 student athletes had a 3.0 or higher. Of these students, 9 had a 4.0. Student-Athletes performed over 3000 hours of community service. There is a misconception that athletics only wants eligibility for its players, and that is not true: we want to see our athletes graduate as well. Student athletes are graduating at a higher rate than the general student population. He noted that there is a baseball game on graduation day too! So faculty can look forward to Commencement, Mambo and Baseball all on the same day.

Proposed Student Attendance Policy

Trumbach next turned to the issue of the proposed Student Attendance Policy. This policy proposal was circulated via email prior to the meeting:

Student Attendance Policy

Class attendance is vital to academic success at the college level. Students are expected to attend all regularly scheduled classes with few exceptions. Faculty have full discretion to create an attendance policy for their classes as they feel appropriate. This policy should be in writing and included in the course syllabus and communicated to each class at the beginning of each term. This policy should include, but is not limited to, the penalties for unexcused absences and any policy regarding makeup assignments and examination.

The university recognizes the situation wherein a student's absence may be classified as an excused absence. An excused absence does not relieve the student of any course work obligations, but instead, faculty are expected to give the student the opportunity to reschedule or accommodate missed work in a timely manner. The university accepts the following circumstances as justification for an excused absence:

- Military Service
- Jury duty
- Death of immediate family member
- Religious holidays

- Representing the university as part of university sponsored organization (see appendix A for current list of qualified organizations).
- Absences due to significant illness
- Absences related to a documented disability and part of a Student Accommodation Agreement issued from the Office of Student Accountability and Disability Services
- Absences as part of academic remedy for a student in Title IX cases when requested by a Title IX Coordinator

Faculty have the right to receive verification of any of the above circumstances. Students are required to give as much advance notice as possible of any of the above circumstances. Furthermore, students are required to make arrangements to fulfill class requirements with faculty within a week of an excused absence and faculty are expected to accommodate for this. In addition, the number of excused absences cannot exceed 25% of total classes.

Trumbach noted that this proposal was initiated in athletics, but also applies to military service and other factors affecting class attendance. This will go in the catalogue, though faculty will still be able to craft their own attendance policies for their courses. She recognized Dinah Payne to present the issue, and Payne in turn recognized Matt Zingoni, the faculty liaison. Zingoni noted that other institutions have a policy that is documented, and this policy simply seeks to do the same. He stressed that the autonomy of the faculty is preserved, and we can build on top of it as well. The University just needs to have some consistency. He noted that the Senate Executive Committee, President Nicklow and Vice President for Student Affairs Brett Kemker have all consulted on the policy. Wording has been adjusted, but the policy is still open to changes.

Discussion of the proposal ensued. A Senator noted that religious holidays can sometimes be controversial. Zingoni noted that he has academic expertise in the human resources area, and notes that we need to protect and honor our students. Trumbach noted that holidays are a legal category of events. A Senator asked if the last two sentences of the policy are necessary. Specifying that they “cannot exceed” may be arbitrary, and might run into a National Guard exemption, for instance. Provost Amouzegar proposed that we change “cannot exceed” to “should not exceed 25%.” IN response to another Senator, he noted that the figure would provide guidance to students, many of whom would presumably withdraw. A Senator asked about contact hour requirements imposed by the state, and how that might affect student funding. In response to another Senator’s question whether this paragraph would need to go in our

syllabi, Trumbach noted that it would be printed in the catalogue. Senator Dinah Payne made a motion to change “cannot exceed” to “should not exceed.” It was seconded. Twenty voted in favor of the policy, 1 opposed, with 1 abstention. The motion passed.

Old Business

Trumbach then opened the floor to old business. No such matters were raised by the Senate.

End of Year Reports: Faculty Senate Budget and Fiscal Affairs Board

Trumbach then welcomed Jim Logan, chair of the Senate Budget and Fiscal Affairs Board, to present an end of year report.

Logan presented the following report, previously distributed via email, to the Senate:

Senate Budget and Fiscal Affairs Board
Report of Activities, 2016-17
April 24, 2017

The members of the Board are:

Joe Beams
Robert Dupont
Cheryl Hayes
James Logan – Chair
Matt Lyons
Tarun Mukherjee
Lena Marie Nuccio-Lee
Lindsey M. Reno
Vassil Roussev
Peter Schock
Melanie Stiegler
Ting Wang

The purpose of the Board is to provide faculty input into budgetary and fiscal matters that concern the University, and in particular, those that affect faculty. The Board serves as liaison between Administration, the Senate, and Faculty within Colleges with regard to budgetary and fiscal matters. The Board has two members that are also on the University Budget Review Committee (UBRC). This year those members were Robert Dupont and James Logan.

The Board was active in several areas this term:

AP-BA-39.2 Additional Compensation & Compensation Limits: Academic and Unclassified Employees

This was generally known as the “stipend policy” while the Board was discussing it. The primary purpose of this document was to insure faculty input into the Administrative policy that governs stipends, additional compensation, supplemental, and one-time pay. After many revisions and much discussion, the Senate voted to accept the current version subject to continued discussion on how stipends calculate into summer pay for some faculty members. That discussion is ongoing within the UBRC and will be brought to the Board as proposals are solidified.

Budget Allocation Model and Discussion of Decisions For That Model

The UNO Administration is faced with a declining percentage of State funding for operations, thus our historical model of operation and budgeting simply does not work in our new reality. To that end, a subcommittee of the UBRC developed a Budget Allocation Model and 5 year phase-in process as a starting point for UNO to transition to an economically viable model given our likely amount of state funding in the near future. Obviously, this is a tremendous change and while the overall institution will likely be stronger at the end of the process, some may see it as a zero-sum game in the short run, thus it engenders strong opinions and discussion, as it should. This is a continuing and evolving process and model, that literally changes as the political realities of our budget and our enrollment change. The most current version of the model, and the full report are found on the Faculty Senate Moodle Site <http://uno.mrooms3.net/mod/resource/view.php?id=641390> and <http://uno.mrooms3.net/mod/resource/view.php?id=598081>.

Summer Pay Policy

This issue surfaces every summer as it seems that UNO “reinvents the wheel” every summer with regard to summer pay for faculty, with faculty and administration not being able to plan for the summer until late in the Spring semester. In addition, during work on the “stipend policy,” the issue of differences in the calculation method of base pay for summer pay purposes became a sticking point in some colleges to acceptance of the stipend policy. Some of the individual issues with faculty are being

worked out with the Provost, Deans, and the faculty member involved. There is a small working subcommittee of the UBRC that includes a member of the Senate Fiscal Board that is working on the issue of summer pay with the goal of a permanent summer policy that is fair to all concerned. As this is developed, it will be shared with the Senate Fiscal Board for comment.

In summary, the Board has been active in communicating to the faculty in their respective Colleges about the three issues above, and in passing feedback from their respective faculties back to the representatives on the UBRC in order that faculty may be directly represented to the Administration during UBRC deliberations. As a personal note, in my long experience at this University, this is the most transparent Administration -with regard to financial issues I have experienced, and we need to encourage faculty to be involved in the process through the Senate and their Senate Budget and Fiscal Affairs Board representative.

Respectfully Submitted,

James Logan, Chair
Faculty Senate Budget and Fiscal Affairs Board

Logan noted that the new Budget Allocation Model takes into account our fiscal environment and realities. He noted that the Subcommittee of UBRC had some comments about the model, which can be found on the Senate Moodle site. He indicated that the development of the model was an ongoing process, and that input is still necessary. He stressed as well that we “reinvent the wheel for pay policy” each summer, and the faculty doesn’t know what is going to happen. He recognized the Administration for trying to create a more rational policy going forward. Logan commended the Administration for its exceptional openness regarding fiscal matters, and urged the faculty to support the Fiscal Board and its work.

Juliana Starr, chair, Faculty Senate Administrative Board

Trumbach then recognized Juliana Starr, chair of the Administrative Board. Starr presented a report using the following Powerpoint:

FACULTY SENATE: ADMINISTRATIVE BOARD 2016-2017

► **Juliana Starr, Chair** – COLAEDHD

► **Edit Bourgeois** – Engineering, **Wendy Schluchter** – Sciences, **David Berris** – COLAEDHD, **Guillermo Rincon** – Engineering, **Connie Phelps** – Library, **Dinah Payne** – Business, **Nicola Anthony** – Sciences, **John Hazlett** – COLAEDHD, **Ivan Gill** – COLAEDHD, **Kenneth Holladay** – Sciences, **Ed Chervenak** – COLAEDHD

MEMBERS

- We rewrote the remediation section 3.15 of the Employee Handbook so that it jibes with the new evaluation form, commonly known as the "default form."
- In fall 2016 Dr. Whitley gave us this charge. The old section 3.15 was a leftover from the LSU system and did not go with the new faculty evaluation form approved by the senate in spring 2016. The new section was approved by Drs. Whitley and Noyes, and finally by the senate in its meeting on Thursday, March 23, 2017.

REWROTE HANDBOOK SECTION 3.15

- ▶ We wrote online appraisal surveys of **Dr. John Williams** (Dean of College of Business) and **Dr. Gregg Lassen** (Vice President for Business Affairs). Dr. Nicklow, Karen Paisant, and Doug Mittelstaedt, together with the Committee Chair, Juliana Starr, changed the surveys significantly. The revised surveys were sent to UNO faculty and staff on April 19, 2017.

WROTE APPRAISAL SURVEYS OF ADMINISTRATORS

- ▶ NET Child Care Resolution: 28Mar2017 Gill
- ▶ Resolved: That the UNO faculty supports any effort by NET Charter High School, located on the UNO East Campus, to operate a child-care facility on their campus, and encourages them to consider collaborating with UNO faculty to make the facility open to UNO faculty, staff, and students for both use and student training.

WROTE CHILD CARE RESOLUTION

- ▶ In March 2017, Dr. Amouzegar gave us the new charge of composing a **tenure and promotion schedule document that will be uniform and work university-wide**. In this way, the deadlines and steps toward applying for and achieving tenure and promotion will be known to all candidates, regardless of college or department.

NEW CHARGE: UNIFORM TENURE AND PROMOTION SCHEDULE

Regarding the online surveys and the appraisals of administrators, Starr noted that they remained open until April 30, and she urged faculty to participate. She noted that the

Board had written a Child Care Resolution, though it has not yet voted on it yet. The resolution concerns the NET Charter high school, and encourages them to consider collaborating with UNO faculty, which lost its child care facility as a result of budget crisis and reorganization. She noted that Faculty member Ivan Gill is active at the school, which will open in the horseshoe-shaped Leon C. Simon building. She also noted that Provost Amouzegar had asked her board to take a new charge of composing a uniform tenure and promotion schedule for the university. This will need to be voted in the fall.

Christy Corey, chair, Faculty Senate Academic Board

Trumbach then recognized Christy Corey, chair of the Faculty Senate Academic Board.

Corey addressed the Senate about the work of the Board, which she summarized in the following manner:

Academic Board Accomplishments 16-17:

Issue 1: Regarding Teaching Evaluations

- Mobile friendly access for Spring 2017
- Looked at response rate issues and data trends

Issue 2: Academic Program Review

Revised academic program review guidelines to ensure a systematic routine process that reviews individual programs in a dignified, fair manner. Provided feedback on schedule of program reviews.

Issue 3: Undergraduate Coursework Requirements

50% in-major and in-minor coursework for undergraduate degree programs should be 3000 or higher

Issue 4: Evaluating the Rigor of Online Courses

The syllabus for new online or hybrid courses (including those based on traditional in-house courses) has to be reviewed by college curriculum committee prior to scheduling the course.

Corey indicated that the student evaluation response rates were improving with the new mobile-friendly phone app, but were not yet over 35%. She noted that the Board had worked with Associate Provost Caroline Noyes to ensure that the Academic Program Review would be carried out in a “useful and dignified” manner. There will be no rank ordering of programs, no “chopping off the heads” of the lowest ones in the

order. The Academic Board had outlined a schedule for such a review, she noted. Corey also noted that the Board is working toward evaluating the rigor of online courses offered by the university. This is currently limited to a review of syllabi, but the Board foresees more activity in this area. She thanked the members of the Academic Board for their hard work throughout the semester.

Message by the Outgoing President

Outgoing President Cherie Trumbach thanked the Board Chairs and Boards for their hard work, as well as all of the Senators for their hard work this year. She said she believes the Senate has accomplished a great deal, and now has a voice and impact. She thanked the Senators for their trust, and said she felt like the Senate “had her back” throughout the year.

Transition to New Senate, nominations and elections

Trumbach then asked the new Senators to assume their seats and opened the floor to nominations for officers. Senators asked for clarifications regarding the order in which elections would be held. Several potential candidates demurred after their names were put forward for positions as officers.

Following further discussion, the following names were put forward for a vote, and the following senators were elected by acclamation by the Senate: Christy Corey (President); Jim Mokhiber (Vice-President); Dimitrios Charalampidis (Secretary).

Incoming President Christy Corey thanked Cherie Trumbach and Vassil Roussev for their service. She then entertained a motion to adjourn the meeting. The meeting was adjourned.

[END]