

University of Nebraska at Kearney

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Faculty Senate Packets

Faculty Senate

12-1-2022

December 2022 Faculty Senate Packet

University of Nebraska at Kearney Faculty Senate

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7:00PM – December 1, 2022
Antelope Room, Nebraskan Student Union
Faculty Senate Website:

http://www.unk.edu/committees/faculty_senate/index.php

- I. Call to order
- II. Roll Call
- III. Approval of Agenda
- IV. Action on Faculty Senate Minutes: **03November2022**
- V. Special Presentations
 - A. Beth Hinga – Accreditation and HLC
 - B. Lisa Neal – Registrar’s office
- VI. Reports of Faculty Senate Standing Committees
 - A. Oversight Committee:
 - B. Executive Committee: **10November2022**
 - C. President’s Report:
 - D. Academic Affairs: **17November2022**
 - E. Academic Freedom and Tenure Committee:
 - F. Academic Information and Technology Committee:
 - G. Artists and Lecturers Committee:
 - H. Athletic Committee:
 - I. E-campus Committee:
 - J. Faculty Welfare Committee: **25October2022**
 - K. Grievance Committee:
 - L. Library Committee:
 - M. Professional Conduct:
 - N. Student Affairs:
- VII. Reports of Senate Representatives to Non-Senate Committees
 - A. Assessment and Experiential Learning Committee:
 - B. International Studies Advisory Council/World Affairs Conference Committee:
 - C. Parking:
 - D. Safety Committee:
- VIII. Reports from Academic Councils
 - A. Graduate Council:
 - B. General Studies Council: **03November2022**
 - C. Diversity, Equity, and Inclusion Leadership Council
- IX. Unfinished/Old Business
 - A. Strategic Plan 2021 Update

B. Bullying Prevention Ad Hoc Committee Update/Discussion

- X. New Business
- XI. General Faculty Comments
- XII. Adjournment:



7:00PM – November 3, 2022
Antelope Room, Nebraskan Student Union
Faculty Senate Website:

http://www.unk.edu/committees/faculty_senate/index.php

- I. Call to order
- II. Roll Call
- III. Approval of Agenda: First Daniel Chaffin; Second David Vail
- IV. Action on Faculty Senate Minutes: **06October2022**
Correction needed in minutes – Bobbi-Jean Ludwig name recorded incorrectly.
Approval: First Nick Hobbs; Second Ford Clark
- V. Special Presentations
 - A. Rachael Page – Assoc. Athletic Director
 - i. NCAA pathway to graduation. What they are required to do each semester to be eligible for the next. Credit requirements for student athletes – 24 credit hours minimum per year; including summer for catch-up if needed. Most students take 12 CH each semester and are fine. Freshman and Sophomore years exploratory; can take any courses basically and stay athletically eligible. Junior status needs to focus on program completion - major & minor or comprehensive major. At that point, the 24 hours need to be going toward program. 450 student athletes. 12 credit hours minimum, can take more. Passing 9 to be eligible for next semester. Student athletes must keep good standing of 2.0 GPA. If take 12 CH and drop 3 (1 course), do they need to take 15 CH the next semester?
Cannot drop below 12 CH average or lose eligibility. If only pass 9, either 15 in the spring and take 3 credit hours in the summer. Must be in 12 hours to move ahead. Not currently an athletic hold on registrations. Rachael as connection to resources; helps to meet students need. If a student fails two courses, ineligible moving into next semester. Kim & Rachael have students sign a release so they can contact faculty to discuss student performance. If faculty have questions or concerns, recommendation is to call Rachael, not coaches directly. No special accommodations for athletes – if accommodation can be done for any student, can be done for student athlete. Other issue is attendance – traveling for games, etc. Responsibility of

student athletes to inform faculty of absences. Responsibility of students to make up class requirements, tests, etc.

Request to have students' names included on forms such as travel schedule.

Need for more 8 week classes, both on-line and face-to-face. They are helpful when students need to drop a class and still need credits to stay eligible.

Athletes can take any number of online classes. International students are limited to one online class each semester.

B. Angela Hollman – Honors Program Director

- i. Honors Program purpose – challenge students to go above and beyond by fostering intellectual curiosity.

H-Options: 15-20 hours per H option; needs to have a clear outcome – paper, exhibit, performance, discussion, poster, lab report, analysis, etc.

Upcoming change – there will no longer be H-option sections. There is not going to be a change to the student contract, although the deadline is changing. The contract is now due at the end of the 6th week of each semester to allow students to learn what the course is about. Contracts in J-term due end of first week. H-option can be up to 10% of grade.

VI. Reports of Faculty Senate Standing Committees

A. Oversight Committee:

B. Executive Committee: **20October2022**

- i. Question about RIF continuation? Clarification?

Pausing RIF to get CBA under control. Planned to hear by this week or so; now will be delayed so two ideas can be separated.

Looking for areas around campus to move people without firing.

- ii. Question on budget? Total 30 million, 1 million short.

How much is million short due to lack of recruitment/ ineffective recruitment?

C. President's Report:

D. Academic Affairs: **20October2022**

E. Academic Freedom and Tenure Committee:

F. Academic Information and Technology Committee:

G. Artists and Lecturers Committee:

H. Athletic Committee:

I. E-campus Committee:

J. Faculty Welfare Committee:

K. Grievance Committee:

L. Library Committee:

M. Professional Conduct:

N. Student Affairs:

VII. Reports of Senate Representatives to Non-Senate Committees

A. Assessment and Experiential Learning Committee:

B. International Studies Advisory Council/World Affairs Conference Committee: **19October2022**

- i. Conference is coming up this week. Current director not continuing in

position? Tim Burkink stepping down in next 6 months to year – coming back to faculty. Figuring out what that will look like.

- C. Parking:
- D. Safety Committee:
- VIII. Reports from Academic Councils
 - A. Graduate Council: **13October2022**
 - i. Bylaws up for a vote.
 - B. General Studies Council: **06October2022**
 - i. Assessment report – forum last Thursday. Limited feedback on what is done with assessments.
 - C. Diversity, Equity, and Inclusion Leadership Council
- IX. Unfinished/Old Business
 - A. Strategic Plan 2021 Update
 - i. How is it incorporated in decision making?
 - ii. Typos – committed to be – needs to be “being.” Update to DEI. Add retention and recruitment of diverse faculty.
 - iii. Under 3C, question about digital repository. More clarification is needed. How will this effect faculty that who been here for years and have everything in binders?
 - iv. Are we still one university, four campuses? What about competition, especially regarding online program? But there is competition in other areas as well. Some services such as technology has been centralized. For example, IT and human resources. They are no longer UNK employees.
 - v. Is it still the case that you cannot develop a new program if it exists on another campus?
 - vi. What does it mean to have advising in strategic plan?
 - vii. Resolution to answer questions before there is a vote to support. David V. moved to postpone, Claude L. seconded. Will invited John Falconer to December meeting to discuss questions.
 - B. Attendance policy update
No discussion
- X. New Business
 - A. POTLUCK – 11 to 1 next Tuesday. Please RSVP.
 - B. Accommodations need to go through DSS. Cannot do them on your own.
- XI. General Faculty Comments
 - A. Megan Strain – curious if any other departments running into issues with registrar’s office counting things for credit that wouldn’t be the departments choice? Reason why Behavioral Stats was removed from General Studies. Because it was GS, registrar office could decide what could be counted.
 - i. Could be related to newer hires evaluating transfer credits.
 - ii. If something not on set list, it is supposed to be approved by chair.
 - B. Is the change of schedule form now sent electronically to faculty and chairs? This might be beyond what faculty can follow-up with. Drop courses up until November 11th, match dates at UNL. Will invite Lisa Neal or others from Registrar’s office to answer questions at a future meeting.
- XII. Adjournment:8:01 p.m.



FS Executive Committee Meeting November 10, 2022 – 9:45am

Faculty Senate Executive Committee

Derek Boeckner, President

Chris Exstrom, President Elect

Christina Sogar, Secretary (notetaker)

Martonia Gaskill, Past President

Alejandro Cahis, Representative

Dawn Mollenkopf, Parliamentarian

Old Business

- Climate Survey Committee update:
Committee met on 10/31. Daniel Chaffin was elected chair. The committee decided to create one document where ideas/recommendations could be shared. Next meeting is scheduled for 11/17.

New Business

- Beth Hinga, Lisa Neal and others from the Registrar's office, and John Falconer will be at the December meeting
- HLC Accreditation – We have been asked to provide the following list by the end of the month:
 - The constitution and bylaws located at Faculty Senate's website will be included and is current?
 - Faculty Senate Roster is current.
 - Faculty Senate Packets will be used for agenda and minutes.
 - Faculty Senate Executive Committee meets with some members of the Cabinet?
 - Monthly meetings?
 - Can you provide examples of the agendas?
 - Do you prepare minutes from these meetings?
 - Are there stated duties of the Executive Committee?
 - Can you give examples of faculty representatives that are on non-Faculty Senate Committees such as strategic planning, President search committee, sustainability, etc?
 - Can you give examples of how Faculty Senate has worked with administration to assure academic policy, requirements and processes serve them and students well.

Executive committee reviewed questions and identified items that need more information/clarification beyond what Derek has.

- Is there a strategic planning committee and does is FS represented? The UNK strategic planning information is outdated on the webpage. What was the source of the 2021 update?
 - Dawn served on the last two President Search committee meetings and can provide whatever information is needed.
 - Chris served on a system-wide sustainability committee. Is there a campus sustainability committee?
- Topics for Discussion at the FS Exec + Cabinet Meeting
 - RIF/Overstaffing
 - Any more on the timeline
 - What support for repositioned faculty to acclimate to their new roles will be provided?
 - If faculty is repositioned, can the department/unit they are repositioned to make the final hiring decision?
 - Is there potential for faculty to be repositioned to the CTE? If so, what might that look like in terms of tenure and/or salary?
 - Budget
 - Update on budget challenges?
 - How closely is the budget shortfall related to insufficient marketing?
 - Why are we not meeting recruitment goals?
 - When/how is the decision made to cut losses from current recruitment strategies and make a change?
 - Tuition Freezes
 - What are anticipated effects on enrollment when tuition is increased?
 - Election Results and how they may affect NU and UNK?
 - Future of tenure as some states are moving towards eliminating tenure
 - Other topics
 - FS President official participation at commencement (this was requested in 2021).
 - Clarification on expectation for faculty availability during J-term and the 9-month contract.



UNK Administration & FS Executive Committee
Meeting Minutes

November 15, 2022 – 9:45 – 11:10 AM – Warner Hall Conference Room

Members, UNK Administration

Chancellor, Doug Kristensen
SVCAA Kristen Majocha (absent)
VCBF Jon Watts (absent)
VCEMM Kelly Bartling
DSA George Holman
SACEA John Falconer

Members, FS Exec Committee

Derek Boeckner, President
Chris Exstrom, President - Elect (recorder)
Christina Sogar, Secretary
Alejandro Cahis, Representative (absent)
Dawn Mollenkopf, Parliamentarian
Martonia Gaskill, Past President

Discussion Items

- RIF
 - Reallocation announcements expected by the end of December. Expected that 8-12 faculty (not all will be tenured or tenure-track) will be impacted.
 - Repositioning logistics
 - SVCAA Majocha will meet with affected faculty about options, timing, etc. before announcements
 - Any buyouts will be individually negotiated
 - Departments who might receive displaced faculty will be involved in determining compatible expertise, qualifications
- Budget and Recruiting
 - Shortfall somewhat related to lower enrollment
 - We will ask for 3% increase in state appropriations
 - State appropriations make up 55-60% of UNK's budget
 - Tuition is frozen for 2023-24
 - Priorities of NU President's Council
 - State appropriations increase
 - Health Science building operational funds
 - Continuing capital projects
 - Moving campus police forces from state patrol jurisdiction to Board of Regents

- Undergraduate Recruiting Status, Comments
 - Dealing with some challenging personnel issues (turnover) but getting back on track
 - Would like to expand our geographical recruiting sphere but resources are spread thin and we must not lose ground on local region yield
 - Recent regional recruiting events built goodwill with those communities
 - New customer relationship management (CRM) system (TargetX) is beneficial but full potential is not yet tapped
 - UNK recruiting numbers over the last two years are still better than our sister campuses
 - Must strive for reasonable consistency in marketing/recruiting approaches – don't be too reactionary
 - Key decision is setting tuition remission rate
 - Room & Board cost increase in store, mostly due to inflation impact on maintenance expenses
 - Approximately 1500 students living on campus (down a little from previous years)
 - New reduced meal plan option for juniors and seniors will be offered
 - In general, living on campus improves students' academic performance
- Election results and how they may affect NU and UNK
 - Large class of new state senators
 - Expect culture war issues to occupy some of legislature's attention
 - DEI will likely be under scrutiny
 - CRT issues a possibility, tenure threats unlikely
 - President Carter has a good relationship with the legislature
- J-Term and expectations of faculty availability
 - J-Term permanency not certain – effectiveness is being studied by NU administration
- FS President will be part of the stage party at commencement

Reports

Chancellor Kristensen

- 2 honorary degrees at December commencement
 - NU Foundation announcement on Friday about upcoming campaign
 - Upcoming executive memorandum on NU employees living in-state and working on-campus
 - Student groups he has been in contact with note that they strongly value their interactions with faculty – improved perception from a couple of years ago

DSA Holman

- 2023-24 housing renewal launches this week
 - 365-day contracts will be offered in some residence halls
 - Translates to a lower summer housing cost for students
 - Safety is currently a primary issue among students
 - Recent survey indicates that 93.98% of students feel safe or somewhat safe on campus
 - Polling (national?) of next year's freshmen shows that 54% only feel safe at home
 - Student Affairs' focus on student health and wellness
 - Many reported incidents involve drugs and/or alcohol – emphasize to students that personal choices make a difference
 - Students shouldn't overreact to rumors – Yik Yak not helping in this regard

VCEMM Bartling

- Will be sending students a Satisfaction Inventory survey – conducted every few years (last ones in 2011, 2017)
 - Applications up 9.5% and admissions are up 12% from last year
 - Almost all majors are up, deciding student applications up 9%
 - Cautiously optimistic because yield % may or may not correlate
 - Personnel announcements
 - Renee Besse is the new Director of Financial Aid
 - Brad Green in place as Associate Director of Financial Aid
 - Position openings in Admissions, CRM specialist and Web Content & Engagement specialist
 - Working on some program-specific marketing campaigns (Honors, Health Science, others)

President's Report for December 1, 2022

The Ad Hoc Attendance Policy Drafting committee has given a draft to me which I have provided to the FSAA committee for general feedback and comment. Please do so before the next FSAA meeting.

Akados has given an initial demo of a syllabus template to use with their bookstore. The initial demo has proven interesting enough to a small group of faculty that I chose from those closely involved with Academic Affairs processes and administrators to ask for a broader demo. We'll be looking at a demo later this month.

Student Government is deeply concerned with safety around campus. There are plans for greater lighting around campus, key card access going into all buildings, and more thorough evaluation of campus policy.

The regent's meeting for December is tomorrow. As of writing this, I don't have an agenda, but I will report on the December meeting in February.

**Faculty Senate Academic Affairs Committee
Minutes from Meeting
Thursday, November 17, 2022
Meeting held via Zoom**

Present: Debbie Bridges (CBT), Steve Hall (CBT), Ralph Hanson (CAS), Bailey Koch (COE), Kate Heelan (COE), Rachel Hammer (LIB), Chance Bell (FS), Joel Cardenas (AA), Lisa Neal (REG), Mark Ellis (AA), Olivia Koenig (Student Senate); Zoie Jacobsen (Student Senate)

Absent: Julie Shaffer (CAS)

Bridges called the meeting to order at 3:32 p.m.

Bridges welcomed Committee members and requested a motion to approve the agenda. Hall (Heelan) moved to approve the agenda. Motion carried.

Discussion moved to agenda items #110 - #114. Bridges noted that the subcommittee met last week and did not see red flags. Hanson (Bell) moved to approve agenda items ##110 - #114. Motion carried.

Bridges presented the Faculty Senate's draft of a new student attendance policy. Bridges reminded the Committee that the proposal was submitted by Faculty Senate with the request to send it through the Committee's formal approval process. Bridges informed the Committee that the proposal, if approved for distribution, will be sent out to campus and the College Ed Policy / Academic Affairs Committees for review and input. Resulting feedback / input received will be reviewed by the Committee at its January meeting. Heelan (Hanson) moved to send the attendance policy out for comment with response requested by December 9. Motion carried.

Discussion turned to the Finals Week Policy proposal. Bridges reminded the Committee that the proposal was submitted by Faculty Senate for the September meeting; the proposal was then sent out to campus and the College Ed Policy / Academic Affairs Committees for review and input. Resulting feedback was reviewed by the Committee during the October meeting; based on that feedback, the Committee determined the language should be revised. Bridges presented the revised language to the Committee - thanking Neal, Hanson, Hall, and Bell for their wordsmithing suggestions. The proposal also includes a preamble explaining the revision process. If approved by the Committee, the proposal will be sent to campus for review and / input.

Hall (Hammer) moved to approve the revised language for the Finals Week Policy. Motion carried.

Bridges suggested requesting feedback be submitted before the end of the semester so the Committee can act on it at the January meeting. Hanson (Bell) moved that the policy be sent out for campus review with responses requested by December 9. Motion carried.

Bridges reminded the Committee that quick turnaround on approving the minutes is needed to meet Faculty Senate's submission deadline for the December packet and to avoid delays due to Thanksgiving break – so please watch email and act on the minutes as soon as possible. Bridges also noted that she will send out a syllabus checklist for the committee to consider for its next meeting.

The meeting was rather irregularly adjourned by people leaving the meeting at 3:43 p.m. rather than a formal motion to adjourn. Somehow we all survived.

Respectfully submitted,

Ralph Hanson, Secretary
Approved via email, November 21, 2022

2022-2023 ACADEMIC AFFAIRS SUBCOMMITTEE MEETING
Academic Affairs Subcommittee 11/9/2022
Academic Affairs Full Committee 11/17/2022

NUMBER, REQUEST, LEVEL, SPECIFIC REQUEST, DEGREE/COURSE, PROGRAM/COURSE,
TITLE, DEPT, COL, REASON

Courses approved by Beth Hinga to satisfy EXL requirement:

SPCH 475, Internship

#110, Alter, Program, Exercise Science Comprehensive, B.S., PEREC, COE, Making changes to the program to better fit students needs. Move PE 305 from 3 credit hours to 2 credits. Half our majors were taking 2 credit section and half 3 credit section and it was not meeting our needs. Having everyone take the same section will make advising easier and give students more options between the major and the comprehensive major. Provide CHEM 148 as GS science option. REC 485 is no longer a course so removing that.

#111, Alter, Program, Exercise Science, B.S., PEREC, COE, Making changes to the program to better fit students needs. Add PE 414 (2 hours) as an option for students to take. Provide CHEM 148 as GS option.

#112, Alter, Minor, Nutrition, PEREC, COE, We have created a volunteer practicum course that we want to add to this program to replace internship. In addition PE 495 will be removed and PE 345 will be added. In addition we felt SPCH 435 would be a good elective to add.

#113, Alter, Course, Number, Prerequisites, PE 372, Special Topics in Exercise Nutrition, PEREC, COE, This course is more of a general exercise nutrition course and we want students taking at end of sophomore/ junior year, so want to move it from a 400 level course to a 300 level course. In addition, we do not think it needs pre-requisites beyond Into to Nutrition (PE 108) so students outside of Exercise Science can take the course; Change course number, Old Value: 473, New Value: 372; Change prerequisites, Old Value: FAMS 110 and a grade of "C" or above in PE 461 or permission of instructor, New Value: PE 108.

#114, Create, Course, REC 305, Volunteer Practicum Nutrition, PEREC, COE, Students preparing for a career in Nutrition Education or pre-dietetics need more hands on learning opportunities.

Transcript of Student Attendance Policy Statement (submitted by Faculty Senate; FSAA Committee approved sending out for campus review and input):

Student Attendance Policy Statement

Students are expected to attend all meetings of classes for which they are registered, including the first and last scheduled meetings and the final examination period. Instructors hold the right and responsibility to establish attendance policies for their courses. Each instructor must inform all classes at the beginning of each semester concerning their attendance policies in their syllabus.

Participation in official supported or sponsored University activities, serious health concerns, medical or commonly accepted personal emergencies, and religious observances are valid reasons for excused absence from classes. In case of predictable excused absences, students are expected to inform their instructors and agree on a make-up assignment prior to the absence. In case of an absence due to an unpredictable medical or family emergency, students are expected to contact their instructors as soon as possible. No adverse or prejudicial effects shall result to any student with a documented, excused absence. Those with documented and excused absence(s) shall have the opportunity to earn equivalent credit associated with the date(s) of each identified absence(s). Creating an equivalent experience, lab

experiment, assignment or test may be impossible or difficult. In this case, it is the instructor's judgment and decision in what and how to offer a substitute assignment or test/assessment.

Unanimously approved by Attendance Committee vote.
October 28, 2022

Chair: Roger Davis, CAS
Bennett Davis, Student Affairs
Bruce Elder, CBT
Bryan Artman, COE
Wendy Schardt, Health and Counseling
Dana Vaux, CBT
Nick Hobbs, CAS
Scott Unruh, Faculty Rep. to Athletics
Ladan Ghazi Saidi, COE
Anthony Donofrio, CAS
Jenny Kelly, Student
Aidan Weidner, Student
Allie Daro, Student

Transcript of Finals Week Policy proposal (revised by FSAA Committee; approved to send out for campus review and input):

Finals Week Policy Proposal:

In September 2022, Faculty Senate submitted a proposed revision to UNK's Finals Week policy to the FSAA Committee with the request to send it through the Committee's formal approval process. The FSAA Committee then sent the proposal out to campus for review and input and also tasked College Ed Policy / Academic Affairs Committees to provide input.

In October 2022, the FSAA Committee reviewed the resulting feedback; discussion identified four key themes: 1) putting date / location / time of final exam in each syllabus was unnecessary; 2) accommodation for students taking three or more finals in one day was seen as appropriate but wording needs clarified; 3) appeals process needs clarified (process begin with instructor not the dean); and 4) faculty felt that there was not a clear explanation for moving notification of any major assignments from eighth week to the fifth week of the semester.

Based on the feedback received from campus, the FSAA Committee concluded there was limited support to approve the policy as submitted and that further revision of the wording should be undertaken. The FSAA Committee, using the feedback received from faculty, proposes the following language for UNK's Finals Week Policy.

Finals Week Policy ([link](#))

Finals at UNK will be scheduled Monday through Thursday during the last week of the semester.

1. Final examinations for full semester classes are to be given at the regularly scheduled examination time only as published on the Office of the University Registrar website ([Final Exam Schedule](#)).
2. During the week prior to Finals Week, the only examinations that may be given are: laboratory practical examinations, make-up or repeat examinations, and self-paced examinations.
3. If a student is scheduled to take three or more final exams in one day during the finals exam week, the student may: take all final exams as scheduled; take the exam during the allotted day and time that is open for make-up examination or resolution of conflict, which is Thursday at

3:30pm; or take the exam during Finals Week at an agreed upon time worked out between the student and the instructor. Student's seeking accommodation are responsible for notifying their instructor at least one week before the final exam period and providing documentation proving eligibility for accommodation.

4. Projects, papers, *performances*, and speeches scheduled for completion during the last week of classes must have been assigned in writing by the end of the eighth week of the semester. This refers to the project and its scope, not the topic.
5. Complaints about failure to follow the above outlined procedures should be made immediately to the *faculty member*. *If the faculty member is not responsive to the student's concerns the appropriate department chair should be notified. If necessary, appeals can be filed with the dean of the college offering the course.* ~~appropriate department Chair, or Dean, if necessary.~~
6. Any course not having an examination during Finals Week will meet under the direction of its instructor during the scheduled Finals Week time period for a continuation of regular class work.
7. The dean may grant exceptions to this policy on the basis of good and sufficient reasons submitted to the dean in writing.
8. *All syllabi should include a Finals Week Policy statement indicating that "The final exam will be administered in the time period scheduled during finals week in accordance with University policy ([Final Exam Schedule](#)). All finals should be listed on the syllabus schedule and include date, time, and location of the final exam.*

Faculty Senate Faculty Welfare Committee
Minutes from October 25, 2022
Remote meeting via Zoom 8:30 AM

Present: Will Avilés, Dawn Mollenkopf, Rochelle Reeves, Megan Strain, Sherri Weitz-Harms,
Nita Unruh

Absent: --

Meeting was called to order by Mollenkopf (senate exec rep), who explained committee bylaws and goals.

Mollenkopf asked for nominations for committee chair; Unruh volunteered.

· Committee voted unanimously in favor.

Mollenkopf asked for nominations for secretary; Strain volunteered.

· Committee voted unanimously in favor.

Meeting concluded at 8:50 AM.

Minutes respectfully submitted by Megan Strain

General Studies Council
November 3, 2022 @ 3:30 pm
Warner Conference Room or via Zoom
**** Approved Via Email ****

Present: Joel Berrier, Noelle Bohaty, Joan Blauwkamp, Jeremy Dillon, Sherri Harms, Toni Hill, Miechelle McKelvey, Tim Obermier, Rochelle Reeves, Sri Seshadri, Rebecca Umland, Nita Unruh, Greg Brown, Mark Ellis, Lisa Neal, Jessie Bialas, Joel Cardenas, Amy Rundstrom, Tristan Larson

Guests: David Rozema, James Vaux, Nanette Hogg, Suzanne Maughan, Tim Jares

Absent: Melissa Wuellner, Beth Hinga

I. Call to order:

- **Approve agenda:** Unruh/Seshadri moved to approve the agenda.

Berrier/Blauwkamp moved to include Wuellner's assessment information from her email sent to the Council on October 30, 2022, on the agenda under item II. Old Business, Further Reflections on APR (ongoing). The vote was unanimous. **Motion carried to approve the agenda as amended.**

- [Notes from October 6, 2022, meeting: There was no quorum in the meeting, so approval was not necessary.](#) The notes are for internal use only to notify absent Council members of the items discussed; no official actions were taken since there was no quorum.

II. Old Business (Open Items):

- **Course proposals** (review for final approval): Nothing pending
- **ITEC 290 Special Assessment / Recommendation**

Background: The Council voted 7 to 6 against the inclusion of ITEC 290 in LOPER 3 in the December 3, 2020 meeting. Dr. Bicak subsequently overruled the Council, and on May 14, 2021, he directed that: "ITEC 290 will be offered in a 2 year pilot framework. I expect the course will be evaluated by the GS Director and Council throughout the two years. A recommendation for continuance or discontinuance should be offered at the November 2022 GS meeting. Further consideration will be based on the evidence provided from the November 2022 meeting."

Obermier/Harms moved to recommend to Dr. Majocho that ITEC 290 be retained as a LOPER 3 course.

The discussion on this motion reiterated similar points that Council members raised in previous deliberations on this course. To briefly summarize:

Proponents believe that: Learning about how to communicate through technology is essential, particularly given experiences during the pandemic; SPCH 100 should not be the only LOPER 3 option for students; the assessment analysis in the Spring 2022 report did not find statistically

significant differences in student performance between ITEC 290 and SPCH 100; and the course syllabus demonstrates that the course is meeting the LOPER 3 learning objectives.

Opponents believe that: Industrial technology is not an appropriate discipline to teach an Oral Communications course, and the assigned instructors do not meet the HLC minimum qualifications to teach communication; additional LOPER 3 course options should be offered by disciplinary experts in communication; the assessment data are not precise enough to compare student performance across courses; and the ITEC 290 syllabus and schedule indicate little faculty instruction in communications theory.

The vote on the motion to recommend retaining ITEC 290 in LOPER 3 was 7 in favor to 5 against. The votes in favor were: 3 CBT + 3 COE + 1 LIB. Under the voting rule, with no 'yea' votes from CAS, **the motion failed**.

Harms/Obermier then moved to extend the trial period for ITEC 290 for another year, to the November 2023 meeting.

There was some confusion about Dr. Bicak's instruction on this point. He said 'two-year' trial but also that the Council should make its recommendation for continuance or discontinuance at the November 2022 meeting, which is only 1.25 years. If the course is discontinued, that action would take effect at the end of this academic year, with ITEC 290 removed from the LOPER 3 options in the next catalog, so it would have been an option for two years: 2021-22 AY and 2022-23 AY.

Proponents argued that there will be 4 semesters of assessment data from ITEC 290 and 3 semesters of data from SPCH 100 at the end of the extended trial period, allowing for clearer conclusions from the assessment results. Opponents argued that their objection based on ITEC being an inappropriate discipline would be unchanged next year.

The vote on the motion to extend the trial period for ITEC 290 to November 2023 was 8 in favor, 3 opposed, 1 abstaining. The 8 'yea' votes were: 3 CBT + 3 COE + 1 LIB + 1 CAS. The other CAS members voted nay (3) or abstained (1). The Governance Document voting rule specifies: "Actions are approved by a simple majority of the voting members in attendance, but the majority must include one vote from CBT, one vote from COE, and one vote each from at least two divisions of CAS." Therefore, by the Council's voting rule, **the motion failed**. (Note: This result was not recognized during the meeting, where majority support and votes from all three colleges was mistakenly interpreted to mean the motion had carried.)

The agenda items were rearranged to consider next the new course proposals from Philosophy, in deference to guest David Rozema, who waited patiently through the earlier business.

III. New Business:

- **Course proposals (new): PHIL 125, 150, 205, 209, 214, and 261**

Rozema explained that Philosophy was moving courses previously approved in General Studies on philosophy in historical periods: ancient, medieval, etc. out of the Program and seeking to

replace them with courses they deemed more appropriate or appealing to General Studies students, mainly courses in the philosophy ‘of something’ – e.g., Philosophy of Science. The new proposals also include an ethics course for preparing health professionals and a relisting of the Philosophy Department’s course that used to be offered in the old Portal category. The net increase in Philosophy General Studies offerings would be 2 courses, since 4 are being removed and 6 added.

Berrier/Umland moved to send the 6 Philosophy courses to campus for inclusion in LOPER 6 (Humanities), pending revisions.

The needed revisions are to revise the course syllabi (all 6 of them) to remove the end of semester assessment assignment, which is no longer used for GS Program assessment, and to remove references to the old Humanities distribution area learning outcomes from the former GS Program in favor of the LOPER 6 learning outcomes in the current Program.

The vote on the motion was 12-0, in favor. **Motion carried.**

Noelle Bohaty left the meeting. (11 voting members remaining.)

II. Old Business (Open Items) – continued:

- **Further reflections on the APR (ongoing):**

The Council discussed the concerns about the assessment data analysis that were raised in the faculty comments on the GS for Faculty discussion forum. The commenters had expressed concerns about the type of statistical analysis that was performed. Melissa Wuellner, before the meeting, had provided to the Council a simulation showing that alternative analytical techniques could produce different results.

Berrier/Unruh moved to create a subcommittee of Council members with equal representation from each college to examine and analyze the data for assessment from Spring 2022 and semesters going forward.

Brown said that he felt insulted that his statistical acumen was questioned. Dillon and Berrier noted that the Council must be responsive to campus feedback, and the APR team recommended renewed attention to campus comprehension of and perceptions of the Council’s work.

Proponents of the subcommittee felt that it would lessen the burden on the Director and provide new insights about what the best method of analysis would be. Opponents expressed that each college may not have members with statistical skills to participate fully, questioned confidentiality if subcommittee appointees not on the Council were used instead, and argued that the method of analysis should be determined in advance, so as not to choose a method based on its delivery of some desired result.

Berrier/Unruh amended their motion to task the subcommittee with delivering a preliminary analysis of assessment data and recommendation of method using only the Fall 2022 data from LOPER 10 (Human Diversity) with the report due in time to make the agenda of the March 2023 meeting. LOPER 10 was chosen as the category with the broadest variety of approved courses

from different departments and across the colleges.

Hill/Reeves motioned to table. The vote on this motion was 7 in favor, 4 against. Since there were no 'yea' votes from CAS, **the motion failed.**

The vote on the Berrier/Unruh amended motion to create the subcommittee was 8 in favor, 3 against. Since there were no 'yea' votes from CBT, **this motion also failed.**

III. New Business – continued:

- **GS credit for previous military / work experience:**

Dr. Majocha joined the meeting and explained the variety of non-traditional credit that the University already offers, including AP classes, correspondence courses, department test-outs, and military credit, among others. Current policy allows up to 45 hours of such non-traditional credit.

She asked the Council to consider what options might exist to allow students to demonstrate that their prior work or life experience was rigorous enough to be credited within General Studies as equivalent to coursework in some category. She indicated that this was not an urgent matter.

There were several questions from the Council members about paying for the credits awarded, vetted by whom, how evaluated, and where in General Studies? Dr. Majocha responded that there are models from other universities we might consider, students would be expected to pay a reasonable amount for such credits, but the other matters are questions for the Council to decide – or perhaps General Studies is not the right place for these credits, but qualifying students might instead be able to earn non-traditional credit for life experience relevant to their degree programs. The Council will include this item again for consideration in the agenda for the next meeting.

The meeting was adjourned @ 5:12 pm. Motion by Seshadri/Berrier. Vote with our feet.

Agenda item not addressed:

- To be completed this year: Student representative to work with the Director of General Studies to solicit and evaluate student nominations for faculty members to be recognized for excellence in teaching General Studies courses.

Next meeting: December 1, 2022 @ 3:30 pm-Warner Conference Room, Warner Hall or via Zoom

Proposed Trainings & Workshops

Course Title	Non-Supervisors	Supervisors	Timeline
Title: Introduction to Bridge	Required	Required	First 30 days
Title: Supervisor 101 – Nuts & Bolts of Supervision		Required	First 3 months
(Intro Course) Title: Boundaries and Listening – Conflict Resolution	Required	Required	First 3 months
Title: Supervisor 201 – Performance Management		Required	First 6 months
Title: Microaggression Workshop	Required	Required	First 6 months
Title: Thriving Through Conflict	Required	Required	First 9 months
*(Advanced) Title: Supervisor 301 - Hands-on Conflict Resolution Workshop		Required	First year
Title: Employment Law Essentials: Hours Worked Compliance		Recommended	
Title: Understanding Diversity	Recommended	Recommended	
Title: Teamwork: Being an Effective Team	Recommended	Recommended	
Title: Management Basics		Recommended	
Title: Generational Awareness		Recommended	
Title: Emotional Intelligence	Recommended	Recommended	
Title: Critical Thinking and Problem Solving	Recommended	Recommended	
Title: Coaching and Feedback		Recommended	
Title: Goal Setting & Achieving		Recommended	

Title: Introduction to Bridge

Content needs developed

Presenter: Bridge

Description: This course provides basic navigation into Bridge so all employees are made aware of the resources available to them.

Cost: None

Intended Audience: ALL

Required

Title: Supervisor 101 – Nuts & Bolts of Supervision

Content in process of being developed

Presenter: HR and Compliance

Description: This course consists of several sub-modules with a focus on the basic tools supervisors should be aware of to be successful at supervising duties. This includes the following:

- Job Description
- Classification Process
- Salaries
- Recruitment
- Collective Bargaining
- FMLA

- ADA
- Evaluations Basics

- Corrective Action

Time: 60-90 minutes

Cost: Free

Intended Audience: Supervisors

Required

Title: Supervisor 201 – Performance Management

Content needs developed – UNO shared their presentation

Presenter: HR

Description: This course focuses on how to have an effective evaluation, having critical conversations, setting reach goals, and engaging in strategic planning & execution.

(CONTINUED ON NEXT PAGE)

Time: 45 minutes
Cost: Free
Intended Audience: Supervisors
Required

(Intro Course) Title: Boundaries and Listening – Conflict Resolution

Presenter: Krista Fritson – UNK Professor
Description: Presentation to cover your conflict resolution style
Time: 90 minutes
Cost: None
Intended Audience: ALL
Required for Supervisors and recommended for others

***(Advanced) Title: Supervisor 301 - Hands-on Conflict Resolution Workshop**

Content needs developed

Presenter: TBD
Description:

- Understand the need for different approaches to each situation
- Increase understanding of the nature and dynamics of conflict
- Practice strategies to help prevent and resolve differences in the workplace

Time: 1-2 hours
Cost:
Intended Audience: Supervisors
Frequency:
Pre-requisite: Boundaries & Listening
Recommended

Title: Microaggression Workshop

Content needs developed – working with faculty group

Presenter: UNO Faculty – also offer train the trainer
Description: Bring an awareness of the types of microaggressions that can occur in the workplace or classroom and provide strategies/resources to empower people to address micro-aggressive behaviors when they occur.
Time: 90 minutes
Cost: Maha knows a faculty member who has experience in this arena.
Intended Audience: ALL
Maha – will this be required as a DEI initiative?

Title: Employment Law Essentials: Hours Worked Compliance

Presenter: Bridge
Description: Supervisor's guide to stay in compliance with the Department of Labor's Fair Labor Standards Act (FSLA) for hourly employees.
Time: 30 minutes
Cost: Free
Intended Audience: Supervisors
Recommended

Title: Understanding Diversity**Presenter:** Bridge**Description:** This course will help you understand diversity and how you can help create a workplace that values and respects differences. You will learn to identify stereotypes and biases, encourage diversity, and take action to prevent and discourage discrimination.**Time:** 22 minutes**Cost:** Free**Intended Audience:** ALL**Maha – where does this fit with the DEI plan?****Title: Thriving Through Conflict****Presenter:** Bridge**Description:** Someone calls you a jerk to your face. What do you do about it? Everybody feels frustrated, angry, or even annoyed by another person sometimes. But, there's a tried and true process you can follow to smooth the prickliest predicament between co-workers.**Time:** 22 minutes**Cost:** Free**Intended Audience:** ALL**Required****Title: Teamwork: Being an Effective Team****Presenter:** Bridge**Description:** What makes an effective team? How does one team succeed where others have failed? In this course, you'll learn how team dynamics affect the way we interact with each other, and ways leaders and team members can make the most out of their team experience.**Time:** 26 minutes**Cost:** Free**Intended Audience:** ALL**Recommended****Title: Management Basics****Presenter:** Bridge**Description:** This training will help you learn managerial skills needed to create work efficiencies, set appropriate goals and expectations for yourself and your team, delegate responsibilities, manage your time, and provide appropriate feedback.**Time:** 39 minutes**Cost:** Free**Intended Audience:** ALL**Recommended****Title: Generational Awareness****Presenter:** Bridge

Description: This course explains key differences among the generations present in today's workforce, and gives you tips on intergenerational communication. Whether you're a Traditionalist, Baby Boomer, Gen Xer, or Millennial, a little understanding goes a long way.

Time: 27 minutes

Cost: Free

Intended Audience: ALL

Recommended

Title: Emotional Intelligence

Presenter: Bridge

Description: Are you emotionally intelligent? We're talking about how you manage your behavior, navigate social situations, and make personal decisions to achieve positive results. This course provides tools, techniques, and tips to be more emotionally intelligent!

Time: 31 minutes

Cost: Free

Intended Audience: ALL

Recommended

Title: Critical Thinking and Problem Solving

Presenter: Bridge

Description: This Critical Thinking and Problem Solving course covers step-by-step, logical thinking approaches as well as out-of-the-box approaches for times when traditional methods just aren't working. Try a new strategy or two, and bam! You're back in the game!

Time: 14 minutes

Cost: Free

Intended Audience: ALL

Recommended

Title: Coaching and Feedback

Presenter: Bridge

Description: In this course you will learn an easy-to-understand coaching model, effective methods for giving feedback and constructive criticism, how to increase trust with the members of your team, and how to achieve ongoing, long-term development through mentoring.

Time: 27 minutes

Cost: Free

Intended Audience: ALL

Recommended

Title: Goal Setting & Achieving

Presenter: Bridge

Description: Do you have clear and measurable goals for yourself? Have you written them down? If not, you're not alone. In this course, you'll learn key techniques for setting goals, making plans to achieve those goals, and leading yourself to success.

Time: 20 minutes

Cost: Free

Intended Audience: ALL

Recommended

Supervisor Toolbox

1) UNK Employee Assistance Program – provided by BestCare

Connect with a local counselor in Kearney who could facilitate services or BestCare may bring someone out from Lincoln.

Robyn Burnett, LMHP

Manager, Account and Education Services

9239 West Center Road, Ste 201|Omaha, NE 68124|P402.354.8000|800.801.4182

www.bestcareap.org

2) Josh Erickson – Team Concepts

Select from pre-established courses or custom fit one to your department needs.

<https://teamconcepts.com/leadership-training/effective-communication/>

1-800-369-6466

3) Betty Streff – Consultant

Kearney Local with Significant Experience

Individual coach, team presenter, or custom need.

bjstreff@gmail.com

[308-627-5558](tel:308-627-5558)

4) Melissa G. Johnson

Executive Director, Central Mediation Center

Phone:(308) 237-4692 Ext. 14

5) 360 Evaluation

Below is the link to the 360 evaluation I have utilized in the past. You may request a quote by going through 'Contact Us' on their webpage. The cost was around \$450/person when I did the last one. Well worth the investment in my opinion.

Lisa Hagy

PXT Select Client Services

T: (254) 399-5734 direct

T: (254) 424-6125 mobile

lhagy@wiley.com

[PXT Select Client Service Webpage](#)

Connect with me on LinkedIn [Lisa P Hagy](#)

There is a request a demo section at the bottom of their page.

7) Emergenetics

Presenter: Paul Twigg & Janet Steele – UNK Faculty

Description: A way to understand your unique thinking and behavioral traits. Also focuses on team communication.

Time: 3-4 hours

Cost:

Intended Audience: ALL

Curriculum: No - tool

8) APPA – Crucial Conversations

9) Ethics Point - overview

10) Mentorship Opportunities – similar to ASSIST (or Loper to Loper program) or beef it up. Could Faculty senate do something (welfare committee)? Assumption is faculty members are mentored in departments however concern is this is not happening. Teten has assigned mentors to new faculty. How could we tie into Maha DEI initiatives? Learning communities across campus.

11) Roundtable Discussions - with supervisors in similar roles. (Faculty vs. staff supervision is very different) -Consider making these structured topics with facilitator. Ground rules should be set such as confidentiality (CRUCIAL)

12) Gallup Clifton Strengths

Brenda Jochum – CBT Career Center

Susan Jensen – also certified (Scott check if we can list her)