I. Call to order

II. Roll Call

III. Approval of Agenda

IV. Action on Faculty Senate Minutes: 03NOV2017

V. Special Presentations
   A. Dr. Ed Scantling, Associate Vice Chancellor for Academic Services and Enrollment Management
   B. Jon Watts, Vice Chancellor for Business and Finance

VI. Reports of Faculty Senate Standing Committees
   A. Oversight Committee:
   B. Executive Committee:
   C. President’s Report:
   D. Academic Affairs: 16NOV2017
   E. Academic Freedom and Tenure Committee:
   F. Academic Information and Technology Committee:
   G. Artists and Lecturers Committee:
   H. Athletic Committee:
   I. E-campus Committee: 25OCT2017
   J. Faculty Welfare Committee:
   K. Grievance Committee:
   L. Library Committee: 26OCT2017
   M. Professional Conduct Committee
   N. Student Affairs Committee:

VII. Reports of Senate Representatives to Non-Senate Committees
A. Assessment Committee:

B. Women, Gender and Ethnic Studies Advisory Committee:

C. International Studies Advisory Council:

D. Parking:

E. Safety Committee:

F. World Affairs Conference Committee:

G.

VIII. Reports from Academic Councils

A. Graduate Council:

B. General Studies Council: 02NOV2017

C. Council on Undergraduate Education:

D. Student Success Council:

E. Equity, Access, and Diversity Committee

IX. New Business

X. Unfinished Business

XI. General Faculty Comments

This period is allotted for faculty members to bring matters of importance before the Senate. Speakers are asked to limit their remarks to five minutes or less. Senate meetings are open to all members of the academic community. All faculty members are specifically invited to attend Faculty Senate meetings.

XII. Adjournment
I. President Claude Louishomme presided.


Senators Absent: Denys Van Renen, Christina Sogar

III. Approval of Agenda and Minutes:

The October minutes was moved and seconded for approval. Motion carried.

The November 2nd Agenda was approved.

IV. No Special Guest Presentation.

General Faculty Comments

Senator Ford Clark shared information about a college in Indiana that has begun to offer a 3-year degree, and how their enrollment has absolutely exploded. He added that Purdue University is going to adopt something similar approach to some of their departments. Ford believes this is certainly something UNK should look into to see if this could be replicated at UNK as a strategy to increase enrollment in certain areas or departments.

Senator Ron Konecny continues to inquiry about why registration is done the way it is – staggered beginning with seniors and by NUID. Can this be changed to make the registration process easier and straight forward for students? What is the rationale for the current process?

Executive Committee Report

- In light of five year of enrollment declines, there are many questions and a high level of concern among faculty about student recruitment, admissions and retention at UNK.
- UNK Communication, Marketing & Community Relations – Student Recruitment Kyle Means, UNK Director of Marketing – work closely with Admissions Team to formulate a positive message and perception of UNK. He disseminated UNK Marketing & Advertising “Snapshot” 2017-18 and examples creative marketing materials.
• Marketing budget about $190,000 (2014) to $290,000 (2017) – this information helped illustrate the limited resources available in this area compared to other institutions.

• International Education: August 14, 2017 announcement of Michael Stopford's exit from UNK. SVC Dr. Bicak reported that on Nov 1 Dean Tim Burkink will step into Interim Director of International Studies.
Faculty Senate Academic Affairs Committee  
Minutes from Meeting  
Thursday, November 16, 2017  
FNDH 2147

**Present:** Debbie Bridges (CBT), Joel Cardenas (Academic Publications), Ralph Hanson (CFAH), Kay Hodge (CBT, Rochelle Krueger (Library), Dan May (Faculty Senate, FAH), Hector Palencia (CNSS), Kim Schipporeit (Registrar), Camie West (COE), Andrew White (CFAH),

**Absent:** Vijendra Boken (CNSS), Kate Heelan (COE)

The meeting was called to order by Senator Dan May at 3:34 p.m. Senator May read the charge to the committee and then held elections for chair and secretary of the committee. Debbie Bridges was nominated for the position of chair and Kay Hodge for the secretary position. Hearing no other nominations, May/Krueger moved that nominations cease and a unanimous ballot be cast for Bridges and Hodge. Motion carried.

Schipporeit/Krueger moved to approve #17- 43. Issues brought forward:

**#34 and #35 (JMC 110 and JMC 112).** May questioned why the courses existed as the same thing is offered in Art. Hanson also pointed out that these are just a course description change, not new courses.

**#25 - #31.** White expressed concern that the Economics Department will be eliminated. The committee expressed concern over disbanding Economics.

**#17.** Schipporeit explained that this was a brand new minor. It will help students who plan to go on for a Master's degree.

**#22 - #23.** These are new courses from the history department which will be sent to General Studies Council for approval for general studies courses.

**#42 - #43.** These two alter the subject code for Family Studies to FAMS and Interior and Product Design to IPD.

Motion passed.

The meeting adjourned at 3:55 with Registrar Schipporeit wishing the committee a Happy Thanksgiving, Merry Christmas, Happy New Year, and a Happy Hanukkah. With that greeting, we adjourned until 2018.
Minutes approved via email November 20, 2017

2017-2018 ACADEMIC AFFAIRS SUBCOMMITTEE MEETING

Academic Affairs Subcommittee 11/8/2017
Academic Affairs Full Committee 11/16/2017

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

#17, Create, Minor, Athletic Training Foundations, KSS, COE, The accrediting body for athletic training education programs (CAATE) is moving the entry level for the degree to the Masters level. In order to provide foundational knowledge of the profession of athletic training for students who desire to enroll in the proposed graduate athletic training education program, the university needs to provide an avenue for students to acquire pre-requisite content. This program can accompany undergraduate majors who are applying for &/or who are admitted to the Masters in Athletic Training program.

#18, Alter, Minor, Health Care Management, MGT, CBT, This course is relevant for the Health Care Management Minor.

#19, Alter, Minor, Philosophy, PHIL, CFAH, PHIL 260: Philosophy of Culture is being removed from the curriculum for majors, since it does not fit in the history of Philosophy sequence (200 level courses). Therefore, it will not be available as an elective for minors.

#20, Alter, Program, Molecular Biology Comprehensive, B.S., BIOL, CNSS, We have changed the seminar offerings for students to better reflect the two major fields of biology, field and molecular. For this reason, Molecular Biology students have to take Molecular Seminar and not Field Seminar. This option has been eliminated. In addition, the Research Methods II is now required of all Molecular Biology Majors.

#21, Alter, Program, Philosophy, B.A., PHIL, CFAH, Philosophy 260 (Philosophy of Culture) is currently one of five electives in the philosophical history sequence (our 200 level courses), of which majors must take at least two. However, the course does not focus on any specific historical period in the history of philosophy. It is also a general elective for minors, and an elective within the Humanities distribution category of General Studies. So we would like to drop the course from the major/minor curriculum.

#22, Create, Course, HIST 110, History of Science & Medicine, HIST, CNSS, The History Department is designing new General Studies courses to better serve students in the 21st century. The department designed our current GS courses in the 1970s and they have never been reorganized / rethought to meet the needs of a new generation of students with 21st century career goals. The History of Science
& Medicine will offer a GS History course from a historical approach that is both global and interdisciplinary.

#23, Create, Course, HIST 112, History of Religions in the World, HIST, CNSS, The History Department is designing new General Studies courses to better serve students in the 21st century. The department designed our current GS courses in the 1970s and they have never been reorganized / rethought to meet the needs of a new generation of students with 21st century career goals. The History of Religions in the World will offer a GS History course from a historical approach that is both global and interdisciplinary in nature.

#24, Create, Course, JMC 402, CMS- WordPress, JMC, CFAH, Students studying in the multimedia areas need to keep current and demonstrate an understanding of not only creating / designing web content using a CMS, but also have a clear understanding of the backend. Currently WordPress accounts for just over 30% of all websites.

#25, Alter, Course, Subject, Course Code, AGBS 110, Introduction to Agribusiness, AGBS, CBT, The Economics department will be eliminated in Fall 2018. This change is to help differentiate the traditional Agribusiness courses from the Economics courses; Change in course subject code, Old Value: Economics, New Value: Agribusiness; Change in course code, Old Value: ECON 110, New Value: AGBS 110.

#26, Alter, Course, Subject, Course Code, AGBS 315, Agribusiness Management, AGBS, CBT, The Economics department will be eliminated in Fall 2018. This change is to help differentiate the traditional Agribusiness courses from the Economics courses; Change in course subject code, Old Value: Economics, New Value: Agribusiness; Change in course code, Old Value: ECON 315, New Value: AGBS 315.

#27, Alter, Course, Subject, Course Code, AGBS 335, Agricultural Marketing, AGBS, CBT, The Economics department will be eliminated in Fall 2018. This change is to help differentiate the traditional Agribusiness courses from the Economics courses; Change in course subject code, Old Value: Economics, New Value: Agribusiness; Change in course code, Old Value: ECON 335, New Value: AGBS 335.

#28, Alter, Course, Subject, Course Code, AGBS 350, Economics of the Agricultural Sector, AGBS, CBT, The Economics department will be eliminated in Fall 2018. This change is to help differentiate the traditional Agribusiness courses from the Economics courses; Change in course subject code, Old Value: Economics, New Value: Agribusiness; Change in course code, Old Value: ECON 350, New Value: AGBS 350.

#29, Alter, Course, Subject, Course Code, AGBS 398, Farm and Ranch Management, AGBS, CBT, The Economics department will be eliminated in Fall 2018. This change is to help differentiate the traditional Agribusiness courses from the Economics courses; Change in course subject code, Old Value: Economics, New Value: Agribusiness; Change in course code, Old Value: ECON 398, New Value: AGBS 398.
#30, Alter, Course, Subject, Course Code, AGBS 415, Agricultural Price Analysis, AGBS, CBT, The Economics department will be eliminated in Fall 2018. This change is to help differentiate the traditional Agribusiness courses from the Economics courses; Change in course subject code, Old Value: Economics, New Value: Agribusiness; Change in course code, Old Value: ECON 415, New Value: AGBS 415.

#31, Alter, Course, Subject, Course Code, AGBS 435, Agricultural Finance, AGBS, CBT, The Economics department will be eliminated in Fall 2018. This change is to help differentiate the traditional Agribusiness courses from the Economics courses; Change in course subject code, Old Value: Economics, New Value: Agribusiness; Change in course code, Old Value: ECON 435, New Value: AGBS 435.

#32, Alter, Course, Title, Course Description, BIOL 421, Seminar in Field Studies, BIOL, CNSS, We are changing the title of this course to Seminar in Field Studies to better reflect the content of the course, Change in course title, Old Value: Seminar in Biology, New Value: Seminar in Field Studies; Change in course description, Old Value: An in-depth discussion of current topics in biology. Guest speakers, faculty and students will give presentations weekly. Some presentations will consist of the students reading an assigned paper followed by an oral presentation of its contents. Student participants are expected to read all journal articles presented, whether they are presenting or not. Two hours credit required for a major or endorsement. Fee required, New value: An in-depth discussion of current topics in field biology.

Presentations will be given weekly by guest speakers, faculty and students. Seminar is designed to help students analyze, understand and present current research within the field of Science, enhance critical thinking through question and answer sessions, and develop the skill set, both verbal and written, needed to present research and/or data in future careers.

#33, Alter, Course, Type, ITEC 250, Construction Surveying, ITEC, CBT, Course utilizes a hands on experiential learning process outside using surveying equipment following classroom learning. There is not sufficient time in a Tuesday/Thursday class period to accomplish the field learning adequately.

Therefore, an extended time is necessary for the needed field application, Change in course type, Old Value: Lecture, New Value: Lecture, Laboratory.

#34, Alter, Course, Course Description, JMC 110, Topics, JMC, CFAH, This more accurately reflects the diversity of software packages available and does not allow the catalogue description to become dated.

- The syllabus attached is from when the class was taught focusing on Power Point. The syllabus will change depending on which software package is being taught; Change in course description, Old Value: The course is intended to introduce students to the use of Apple Macintosh computers and popular software packages such as InDesign, Photoshop, PowerPoint and portfolio. The content of the course will be announced each time the course is offered, New Value: This course is intended to introduce students to the use of popular software packages used by industry. The content of the course will be announced each time the course is offered.

#35, Alter, Course, Course Description, JMC 112, Communication Software, This change is necessary because it more accurately reflects what is being taught in the course. Additionally, it does not limit the course to as much specific software, which can become dated quickly; Change in course description,
Old Value: The course is intended to introduce students to the use of Apple Macintosh computers, peripherals, and popular communication software such as Adobe InDesign, Photoshop and Acrobat.

Student will be introduced to Blackboard's content collection and ePortfolio components, New Value: The course is intended to introduce students to the use of Apple Macintosh computers, peripherals, and popular communication software used by the industry. Students will be introduced to basic design principles.

#36, Alter, Course, Prerequisites, JMC 265, Video Production, JMC, CFAH, Currently JMC 250 is a prerequisite to the course. We need to add "or permission of instructor" to the prerequisite language. We are finding some students who are advanced enough to succeed in JMC 265 without 250. While this does not often happen, we would like the instructor of the course to have the ability to evaluate their skills and make this decision when appropriate; Change in prerequisites, Old Value: JMC 250, New Value: JMC 250 or permission of instructor.

#37, Alter, Course, Course Number, Course Description, JMC 401, Web Site Design II, JMC, CFAH,

We would like to change the course number from JMC 301 to JMC 401. This more accurately reflects the level of the course material. We also request a catalogue course description change; Change in course number, Old Value: JMC 301, New Value: JMC 401; Change in course description, Old Value: This course, a continuation of JMC 300, explores current technologies available for web site development such as cascading style sheets, JavaScript, java applets, Ajax, XHTML and XML. Multimedia formats for audio and video files are covered. Information in relation to CGI files, forms, and content management systems are introduced. In addition, social implications, accessibility, and legal responsibilities are investigated, New Value: This course, a continuation of JMC 300, explores current technologies available for web site development such as current languages, cascading style sheets, JavaScript, and responsiveness to devices. Multimedia formats for audio and video files are covered. Information is provided in relation to forms and interactivity. In addition, social implications, accessibility, and legal responsibilities are investigated.

#38, Alter, Course, Course Description, JMC 498, Multimedia Directed Study, JMC, CFAH, This change more accurately reflects who has been directing student projects. The department has adequate faculty with expertise to direct student projects; Change in course description, Old Value: Students will work in teams in this course and will produce original multimedia productions in consultation with and directed by members of the Art and Art History, Computer Science and Information Technology, and Communication Departments. This is a capstone course for Multimedia majors and minors and should be taken during the student’s senior year, New Value: Students will work in teams in this course and will produce original multimedia productions in consultation with and directed by members of the Communication Department. This is a capstone course for Multimedia majors and minors and should be taken during the student’s senior year.

#39, Alter, Course, Course Description, MIS 282, Business Intelligence using Databases, MIS, CBT, Course description changes are being made to more accurately reflect the course content; Change in course description, Old Value: This course provides an overview of leading technologies that are
employed to deliver business intelligence to an enterprise. Emphasis is placed on incorporating computer-aided decision tools, such as Crystal Reports interfacing ERP databases, into the problem solving process. The importance of proper data structures and the conversion of data into information and the transformation of information into knowledge to improve business performance is stressed. An introduction into how data is created, stored, and used for management decision-making is provided.

Several software packages are explored in depth and students are challenged to apply the right application in a correct manner to solve a wide variety of business problems, New Value: Data Analytics uses real-time processing of sentiment, buzz, social networks, context and/or other data of interest to improve performance and impact. This course gives an overview of how business intelligence leverages data analytics to enable more informed decisions and to influence others. Students learn how to develop, explore, and answer their own questions using analytical processes to examine big datasets.

#40, Alter, Course, Title, Prerequisites, Co-requisites, PE 405, Athletic Injury Assessment I: Lower Extremities, PE, COE, Needed to change prerequisites to be in line with new Master's program and proposed minor; Change to course title, Old Value: Athletic Injury Assessment I: Lower Extremities; Change to course prerequisites, Old Value: Acceptance into the ATEP and completion of PE 264, New Value: None; Change in course co-requisites, Old Value: PE 174A and PE 360, New Value, PE 310, or BIOL 226, or PE 360.

#41, Alter, Course, Title, Prerequisites, PE 406, Athletic Injury Assessment II: Upper Extremities, PE, COE; Change prerequisites to be in line with New Master's program and proposed Minor; Change in course title, Old Value: Athletic Injury Assessment II: Upper Extremities; Change in course prerequisites, Old Value: PE 174A and PE 405, New Value: PE 405.

#42, Alter, Course, Subject, Course Code, FAMS, Due to restructure of the department, various FSID courses will become Family Studies (FAMS) courses; Change to course and subject code, Old Value: FSID, New Value: FAMS.

  - See Appendix A for list of courses

#43, Alter, Course, Subject, Course Code, IPD, Due to restructure of the department, various FSID courses will become Interior and Product Design (IPD) courses; Change to course and subject code, Old Value: FSID, New Value: IPD.

  - See Appendix B for list of courses

Appendix A. FSID Courses to have a new FAMS (Family Studies) prefix – Agenda item #42 Undergraduate:

  - FSID 110 – Introduction to Nutrition
  - FSID 150 – Lifespan Development and the Family
  - FSID 151 – Human Sexual Behavior
  - FSID 160 – Personal Money Management
  - FSID 188 – GS Portal Intimate
Relationships  FSID 250 – Infant Development
FSID 251 – The Developing Child 0-8
FSID 253 – Child and Adolescent Development
FSID 280 – Field Experience: Diversity in the Profession
  FSID 302 – Parent Education
FSID 340 – Family Life Education
FSID 351 – Marriage and Family Relationships
FSID 354 – Practicum in Child Development (Dormant)
  FSID 362 – Families and Social Policy
FSID 380 – Advanced Nutrition
  FSID 395 – Individual Studies
FSID 402 – Research and Analysis in Family Studies
FSID 404 – Family Studies Ethical and Professional Practice
  FSID 406 – Family Resource Management
FSID 430 – Grantwriting and Fundraising for Human Service Programs
  FSID 450 – The Aging Adult
FSID 465 – Advanced Study of Sexual Behaviors
  FSID 475 – Internship
FSID 476 – Child & Family Home Visitation
  FSID 481 – Cross-Cultural Family Patterns
  FSID 486 – Families in Crisis
FSID 490 – Special Problems
FSID 492 – Advanced Developmental Theories
  FSID 495 – Special Problems in Nutrition

Graduate:
FSID 802P – Selected Readings in Human Relationships
  FSID 806 – Families and the Economy
FSID 830P – Grantwriting and Fundraising for Human Service Programs
  FSID 850P – The Aging Adult
FSID 865P – Advanced Study of Sexual Behaviors
  FSID 881P – Cross Cultural Family Patterns
FSID 886P – Families in Crisis
FSID 890P – Special Problems in FSID
FSID 891 – Special Problems in Family Studies
FSID 892P – Advanced Developmental Theory

Appendix B. FSID Courses to have a new IPD (Interior and Product Design) prefix – Agenda Item #43

Undergraduate:

FSID 108 – Space for Family Living (Dormant)  FSID
109 – Introduction to Design

FSID 120 – Foundation Studio I

FSID 122 – Architectural Drafting and Design (Dormant)
FSID 125 – Design Drawing

FSID 200 – Textiles (Dormant)
FSID 206 – Foundation Studio II
FSID 207 – History of Design I

FSID 208 – Interior Design Graphics (Dormant)
FSID 209 – History of Design II

FSID 210 – Design Studio I

FSID 260 – Foundation Technology for Design
FSID 265 – Design Technology I

FSID 275 – Interior Staging & Trends

FSID 305 – Residential Kitchen and Bath Design
FSID 306 – Lighting in Interior and Product Design

FSID 307 – Furniture, Finishes, Materials and Components of Interior Architecture
FSID 308 – Comparative Studies in Housing and Families

FSID 309 – Interior Design Studio I: Programming, Space Planning and Predesign of Interiors (Dormant)

FSID 310 – Design Studio II

FSID 312 – Housing Interiors for Special Needs Populations
FSID 313 – Renovation and Restoration of Interiors

FSID 316 – Interior Design Studio II: Interior Design of Small Projects (Dormant)
FSID 318 – Design Studio III
FSID 320 – Design Technology II
FSID 325 – Design Technology Applications
FSID 401 – Interior Design Studio III: Nature and Design of Residential Interiors (Dormant)
  FSID 403 – Design Studio IV
FSID 405 – Design Research Methods  FSID 407 – Design Senior Project
FSID 440 – Experiential Design Projects  FSID 446 – Professional Practice for Design
FSID 801P – New Dev & Trends in Textiles (Dormant)
eCampus Faculty Senate Advisory Committee Meeting

October 25, 2017

**Present:** Gloria Vavricka, Roger Davis, Mark Ellis, Noel Palmer, Phu Vu, Janice Fronczak, Ron Wirtz, David Luker

**Absent:** Amy Nebesniak, Steve McGahan

**Guest:** Martonia Gaskill, Faculty Senate Member-Executive Committee

Martonia Gaskill, Faculty Senate Executive Committee member, opened the meeting by giving the Faculty Senate welcome, required information and by-laws to the group. Gaskill reported there was no particular charge from the Senate this year for the committee to work on. Nominations were proposed for the position of the chair with a unanimous vote for Roger Davis to fill the job. Julie Saalfeld will continue as secretary. Saalfeld will send out a Doodle to establish a consistent time/day when the committee can meet in the future.

Gloria Vavricka welcomed the new members, Ron Wirtz and Amy Nebesniak, to the group and everyone took a turn introducing themselves.

Prior to the meeting Vavricker had mailed out copies of the meeting agenda, 2016-17 Academic Deans’ Report and the 2016-17 eCampus Faculty Handbook to all the members. Vavricker went over some key points in the Deans’ Report and reactions received from the deans when they met several weeks ago.

- Fall 2017 total UNK enrollment – 6,644
- Distance Ed Only Students -- 1,863
- On-Campus and Distance Ed Students – 1,794
- 28% of the UNK student body is distance only students

Contrast this with Fall 2005

- Fall 2005 total UNK enrollment – 6,445
- Distance Ed Only Students – 542
- On-Campus and Distance Ed Students – 219
- 8% of the UNK student body is distance only students

Ron Wirtz mentioned how much more of what is available through the library is “e-materials.” The growth in the masters programs has resulted in there being about 20,000 more electronic books than paper books. There are about 260,000 e-books and a little over 106,000 electronic journals. Mention was made regarding the tutorial that is available instructing students on how to use the library, however, it needs to be updated and converted over from Blackboard to Canvas. Vavricker offered to have the eCampus instructional designers assist with the process if possible. Wirtz emphasized the importance of faculty utilizing the library resources and linking directly to the materials (not copy and paste) which helps avoid copyright compliance issues.
With the majority of the General Studies now being available online (with the exception of Math), we have dropped the “degree completion” verbiage from the online undergraduate program descriptions.

Palmer had a question regarding the charging of in-state tuition to Kansas and Colorado residents, whether it is available to all undergraduate students...on-campus and online? At this point, it is available only to on-campus students.

Vavricka briefly explained the progress eCampus has made over the past four years using the CRM (Customer Relationship Management) software system, Talisma. The system allows you to follow the student from inquiry, to when they apply, when they matriculate, when they enroll, to when they graduate. Included in the Deans’ Report are eight campaign letters that illustrate what the student will receive once the initial inquiry is made regarding interest in an online program.

The firm Ruffalo Noel Levitz has been hired by the campus to look into why students aren’t choosing to come to UNK. Hopefully this gives some insight into things that can be addressed to encourage increased enrollment.

Vavricka mentioned we do have a new Collaborative Classroom and a new Recording Studio – please stop by if you have time after the meeting to look at these new rooms.

Vavricka shared that she is on one of the Budget Response Teams that Dr. Bounds put together, the Distance Education Team. There are several other teams -- Facilities, HR, Travel, Energy, etc. and those teams were charged with a reduction. They had to cut between $2-$4 million dollars from those areas, whereas the Distance Education team has been charged with increasing revenue by eight percent. We can discuss some of those strategies at a future meeting.

This past summer and fall semester, the University of Nebraska Online, (formerly known as Online Worldwide-name changed July 1, 2017) offered to cover faculty salaries for “bottleneck” online courses. They will continue to do this for the upcoming spring semester. Vavricka will be sending out information to the deans along with the form that needs to be filled out for those interested in having their course considered for funding. The funding is for courses that are in need of offering a second section (or more) of the same course because of high student demand.

Davis asked about the status of the Coursea contract relative to offering MOOCs. Vavricka said she hadn’t really heard anything about the contract for quite some time, but would check with Mary Niemiec.

The group deliberated on what they want to work on for the year. Palmer suggested maybe there could be some refresher training to those faculty who have taught online for a period of time and need to be updated on the latest trends, techniques and technology tools. He has many students that try to take his online courses using only their phone or iPad. Is this something other faculty experience and should faculty try to accommodate this?

The meeting adjourned at 3:30 p.m. – Saalfeld will send out a Doodle for our next meeting.

Respectfully submitted,
FACULTY SENATE LIBRARY COMMITTEE MEETING
MINUTES
26 OCTOBER 2017

PRESENT: Sherry Crow (CoE), Anthony Donofrio (FA&H), Asic Helberg (Student Representative), Heather Schultz Meyer (B&T), Deb Schroeder (ITS), Jeanne Stolzer (Graduate College), Janet Wilke (Dean of the Library)

ABSENT: Diane Duffin (NSS)

GUEST: Roger Davis, Faculty Senate Parliamentarian

The meeting convened at 1:00 p.m.

Reading of the Faculty Senate Charge – Davis introduced himself and distributed copies of the Charge to the Committee (attached). He then read aloud the Charge to the Committee and reminded Committee Members of term length, the number of Members constituting a quorum, and the number of absences allowed before a Committee seat is declared vacant.

Election of Committee Chair – Following these reminders, Parliamentarian Davis called for the election of a Chair to the Committee. Anthony Donofrio agreed to stand for election and was unanimously elected by acclamation.

Davis concluded his duties to this Committee and excused himself from the remainder of the meeting.

Dean Wilke distributed copies of the meeting agenda (attached).

Library Staff Updates – Wilke provided an update on the status of Library vacancies. In the past academic year the Library Staff experienced three retirements, two resignations, and one death. Bobbi-Jean Ludwig was hired as the new Coordinator for Library Technology Services and e-Resources Librarian. Todd Jensen resigned his position in Access Services, and was hired as the new Library Web Services Manager. Travis Reynolds was hired as the new Mid-Shift Supervisor in Access Services. A search is currently underway for a Reference/Instruction Librarian.

The full Library Staff includes eight Library Faculty members. There are currently four librarians on Staff, three of whom are sharing liaison responsibilities for all academic departments. A copy of the current liaison librarian assignments was distributed to Library Committee Members (attached).

Building updates – Wilke reported that over the summer new carpeting was installed on the library’s Upper and Lower Levels. Only large public areas were carpeted, not study rooms or other public meeting rooms. During the process asbestos was discovered on the Upper Level, and the time spent on abatement delayed completion until mid-September. Helberg reported he has heard lots of positive comments from other students regarding the new carpet.
**Library Master Planning** – Wilke reported that RDG Planning & Design, architectural consultants from Omaha, were in the library last spring for several days, meeting with numerous campus groups to discuss library services and spaces, and to collect ideas and suggestions for renovation/improvement of the library. RDG is now working to develop a draft library plan which, after review, will be incorporated into the overall University Master Plan.

**University of Nebraska Consortium of Libraries (UNCL)** – Wilke described UNCL as the University System Libraries’ formal consortium for sharing and collaborating on library initiatives and resources that are of value to all NU campuses. UNCL works to:

- Provide leadership working together to address major policy and economic challenges facing the University of Nebraska libraries.
- Expand access to and affordability of electronic information resources through Consortium negotiation and purchasing arrangements.
- Participate in interlibrary loan and reciprocal borrowing programs.
- Support coordinated collection management, digitization, preservation, archiving, and storage projects.
- Evaluate integrated library management systems and implement shared technologies to enhance discovery and access across campuses.
- Share library resources, expertise, and services.
- Work collaboratively with other library agencies, networks, and consortia.

Each campus library contributes a portion of their Student Credit Hour fee to be used for acquiring access to databases and other resources needed by all four campuses. In some cases, consortium pricing has allowed access to resources that campuses could not afford individually.

Wilke also reported that an UNCL web page is being developed to provide information related to the consortium (attached). The NU Library Deans are preparing a panel presentation to be given on each campus.

**Institutional Repository** – Wilke reported that the Library will launch the UNK Institutional Repository (IR) during the spring 2018 semester. Wilke distributed a draft of what the UNK IR webpage will look like and a list of some of the things an institutional repository can do (attached). The Institutional Repository will showcase UNK faculty research, student research, presentations, campus publications, etc. With UNK’s IR becoming available, all four NU campuses will have one. Planning is being done to create an “umbrella” site listing all four IRs to showcase the work of the total NU System.

There being no further business to discuss at this time, the meeting adjourned at 1:41 p.m.

Respectfully submitted,

Colleen M. Lewis
Scribe
Faculty Senate Library Committee Meeting
Thursday October 26, 2017
1:00pm
Library Conference Room

Members:
Sherry Crow, Anthony Donofrio, Diane Duffin, Asic Helberg, Heather Meyer, Deb Schroeder, Jeanne Stolzer
Janet Wilke, Dean of the Library
Colleen Lewis, scribe

Agenda:

1. Updates
   a. Library staff
      New hires: Bobbi Jean Ludwig, Coordinator for Technology and e-Resources Librarian
                 Todd Jensen, Web Services Manager
                 Travis Reynolds, Night Supervisor at the Circulation Desk
   b. Library building

2. Master Planning

3. University of Nebraska Consortium of Libraries (UNCL)
   https://go.unl.edu/3aup
   NU System Library Deans will meet at UNK in late November. Panel for faculty.

4. Institutional Repository (OpenSPACES@UNK: Scholarship, Preservation and Creative Endeavors
   a. Rollout

   b. NU System Site up in the near future

5. Day/time for future meetings.
Faculty Senate Library Committee

Welcome and thanks for your service.

Introductions

Committee Charge:
Faculty Senate By-Laws
Article VII. J. Library Committee

Recommends the procedure by which funds are allocated to the colleges and advises the University administration on the formulation and implementation of Library policy.

Composition: one faculty member from and elected by each undergraduate college, the Dean of the Libraries, the Chief Information Technology Officer or representative, one member selected by the Graduate Council, and one student selected by the Student Senate. Total: 8 members.

*Committee terms are for two years.
*A quorum is 40% or greater to conduct business.
*Committee minutes must be submitted to the FS Secretary at least ten days prior to Faculty Senate meetings.
*Seats are declared vacant following three absences. In such an event the committee chair will notify the FS Parliamentarian to conduct a special election to fill vacant seats.

Library

<table>
<thead>
<tr>
<th>Name</th>
<th>Year term ends</th>
<th>Representing</th>
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<tbody>
<tr>
<td>Diane Duffin</td>
<td>18</td>
<td>CNSS</td>
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<tr>
<td>Anthony Donofrio</td>
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<td>CFAH</td>
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<td>Jeanne Stolzer</td>
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<td>Graduate College</td>
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<td>Sherry Crow</td>
<td>19</td>
<td>COE</td>
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<td>Heather Schulz Myer</td>
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<td>CBT</td>
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<tr>
<td>Asst. Chan. Deb Schroeder</td>
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<td>Admin</td>
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<td>Dean Janet Wilke</td>
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<td>Admin</td>
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<tr>
<td>Asic Helberg</td>
<td>18</td>
<td>Student Senate</td>
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Librarians by Subject Area 2017/2018

<table>
<thead>
<tr>
<th>Subject areas</th>
<th>Librarian</th>
<th>Contact Info</th>
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</thead>
<tbody>
<tr>
<td>• Communication Disorders</td>
<td>Rochelle Krueger</td>
<td><a href="mailto:kruegerr@unk.edu">kruegerr@unk.edu</a></td>
</tr>
<tr>
<td>• Communications</td>
<td></td>
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<td>• Counseling &amp; School Psychology</td>
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<td>• Educational Administration</td>
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<td>• English - Juvenile Literature</td>
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<td>• Kinesiology and Sports Science</td>
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<td>• Recreation, Park and Tourism Management</td>
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<tr>
<td>• Teacher Education</td>
<td></td>
<td></td>
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<tr>
<td>• Biology</td>
<td>Laurinda Weisse</td>
<td><a href="mailto:weissell@unk.edu">weissell@unk.edu</a></td>
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<tr>
<td>• Chemistry</td>
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<td>• Computer Science &amp; Information Technology</td>
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<td>• Family Studies &amp; Interior Design</td>
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<td>• Geography &amp; Earth Science</td>
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<td>• History</td>
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<td>• Mathematics &amp; Statistics</td>
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<td>• Physics and Astronomy</td>
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<td>• Women's &amp; Gender Studies</td>
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<tr>
<td>• Accounting &amp; Finance</td>
<td>Ronald Wirtz</td>
<td><a href="mailto:wirtzrl@unk.edu">wirtzrl@unk.edu</a></td>
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<tr>
<td>• Art and Design</td>
<td></td>
<td>308-865-8592</td>
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<td>• eCampus</td>
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<td>• Economics</td>
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<tr>
<td>• Ethnic Studies</td>
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<td>• Health Sciences &amp; Nursing</td>
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<td>• Management</td>
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<tr>
<td>• Marketing &amp; MIS</td>
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<tr>
<td>• Modern Languages &amp; Literature</td>
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<tr>
<td>• Music/Theatre and Dance</td>
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<td></td>
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<tr>
<td>• Philosophy</td>
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across agencies, networks, and consortia.

- Work collaboratively with other libraries.
- Share library resources, expertise, and
- Enhance discovery and access across campuses.
- Systems and implement shared technologies to
- Evaluate integrated library management
- Projects.
- Digitalization, preservation, archiving and storage.
- Support coordinated collection management.
- Borrowing programs.
- Participate in interlibrary loan and reciprocal
- arrangements.

**Consortium #3**

- Expand access to and availability of
- the University of Nebraska Libraries.
- Review policy and economic challenges facing
- Provide leadership working together to address
- The purpose of the sharing of collections, expertise, and
- Libraries to create an open, free, and supportive
- of Nebraska Libraries.

**Mission**

- Nebraska Libraries (UNL)
NU Libraries Combined Acquisitions Funding Sources (in millions)

UNCL Acquisitions Ecosystem
($14.5 million)

UNL
UNL $4.0
UNCL 4.3
Total $8.3

Law
$0.7

UNK
UNK $0.9
UNCL 0.4
Total $1.3

UNO
UNO $1.8
UNCL 1.2
Total $3.0

UNMC
UNMC $0.9
UNCL 1.0
Total $1.9

Big Ten Academic Alliance

CAO Meeting October 20, 2017

* All UNCL agreements, FY17/18 budgeted pursuits, and Elsevier.
What can an Institutional Repository Do?

- Open up the output of the institution to a worldwide audience--indexed by major search engines, such as Google and Google Scholar;
- Provide a permanent persistent digital link, making it easy for others to cite reliably;
- Showcase the institution to interested constituencies—prospective faculty and students and other stakeholders such as taxpayers, Regents, and legislators
- Collect and curate digital output;
- Provide access to work often lost such as art exhibits, music and dance;
- Support student research, providing a location and continual access for student work;*
- Manage and measure research and teaching activities;
- Provide a workspace for work-in-progress, and for collaborative or large-scale projects;
- Enable and encourage interdisciplinary approaches to research;
- Facilitate the development and sharing of digital teaching materials and aids;
- Ensure long-term storage, preservation, and retrieval of the works included.

*The Institutional Repository can be used to capture student works and foster student research.

- Collecting and managing student works: undergraduate major papers, capstone and research projects;
- Campus based publishing: creating and publishing peer-reviewed student-run scholarly journals;
- Capturing and showcasing student events, student research conferences and workshops.

http://www.opendoar.org/
The Directory of Open Access Repositories - OpenDOAR
General Studies Council  
Minutes November 2,  
2017- 3:30p.m.  
Warner Hall, Warner  
Conference Room  
*** Approved via email ***

Present: Julie Agard, Karl Borden, Greg Brown, Debbie Bridges, Joel Cardenas, Scott Darveau, Tim Farrell, Beth Hinga, Kay Hodge, Katherine Kime, Miechelle McKelvey, Tami Moore, Amy Rundstrom, Kim Schipporeit, Kenya Taylor, Rebecca Umland, Ron Wirtz

Absent: Derrick Burbul, Kristi Milks, Beth Wiersma

Guests: Brooke Envick, Susan Jensen, Tom Martin

I. Call to Order:

Bridges called the meeting to order.

1. Approve Agenda:

Darveau/Hodge moved to approve the agenda. Motion carried.

2. Minutes from the October 5, 2017 meeting were approved via email.

II. Old business (Open items):

1. Course Proposals (review for final approval):

   PHIL 388: Philosophy of Culture (Department: Philosophy; Instructor: Tom Martin)

   Hodge/Wirtz motion to approve course to be included in General Studies program. Motion carried. Bridges requested PHIL 260 be inactivated to eliminate confusion; Martin agreed to inactivate PHIL 260.

III. New Business:

1. Course Proposals (New):

   MGT 188: Intro to Entrepreneurship (Department: Marketing; Instructor Susan Jensen)  
   McKelvey/Hodge moved to approve course and send out for campus comment. Discussion ensued with Council providing suggestions for improvement. Request for revision of course and syllabi and resubmission to Council for consideration at December meeting. Motion carried.

2. Assessment and GS Program: Syllabi review fall 2017
Review Teams summarized their findings on their assigned syllabi; several teams stated that most of the reviewed syllabi need revisions. Discussion of how best to achieve that ensued. Bridges reminded the Council that she sends out email reminders about required information to be included in GS syllabi at the beginning of each semester. Bridges will communicate results with department chairs for action on syllabi needing revisions.

Darveau/Brown made a motion to develop a standard syllabi policy for General Studies courses for instructors to follow and apply to their syllabi. Motion carried.

3. Transfer credits and General Studies

Schipporeit presented information on transfer credits for students from Central Community College.

UNK’s feeder school. Data shows that the majority of courses drought to (or fulfill) UNK General Studies courses. Thus, the perception that UNK’s General Studies program is making it difficult for transfer students to utilize their credits earned elsewhere is false.

4. Review / revision of General Studies program.

a) Discussion starters: GSC comments

The Council continued discussions regarding GS program focusing on the summary of comments from the October meeting. Discussion centered on apparent misconceptions and/or misunderstandings of the program; whether or not the critics of the program are fully informed; and concern about doing what is best for our students ahead of budgetary issues. Question raised about time-left for preparing GSC’s proposal; per Dr. Bičak’s charge; Bridges stated the goal of having a drafted proposal completed by the end of February meeting.

b) College proposals

College proposals submitted for GSC review; discussion of the proposals scheduled for December meeting.

iv. Other:

v. Adjournment:

Brown/Darveau (?) moved to adjourn at 5:00 p.m. Motion carried.

NEXT REGULAR MEETING: Thursday, December 7, 2017, at 3:30 p.m., Warner Conference Room.