eCampus Faculty Senate Advisory Committee Meeting  
October 18, 2012

Present: Patricia Cruzeiro, Kathryn Zuckweiler, Ralph Hanson, Thomas Freeman, Lisa Kastello, Mary Daake, Gloria Vavricka, Steven McGahan, Julie Saalfeld

Absent: Sheryl Heidenreich, Roger Davis

Guest: Scott Fredrickson

Introductions were made by the group.

eCampus Updates:

Gloria sent out the eCampus 2011-2012 AY Annual Report to committee members prior to the meeting and asked if there were any questions or comments regarding the report. Noted points were:

- Online enrollment growth
- Continued fiscal support towards salaries and stipends

Gloria also included a chart for the Fall 2012 online (duplicated) enrollment, and it was noted that undergraduate enrollment was higher than graduate enrollment for the first time. The increase in undergraduate could be attributed to:

- CDIS – speech language pathology coursework (prepares students for the master’s program)
- Sociology and Criminal Justice Degree Completion programs are both online now
- Family Studies offering more courses online
- Biology offering their medical terminology courses online now

Gloria and Steve gave brief updates of what has been happening in the eCampus Office this past year.

- Steve McGahan and Karen Premer were appointed Assistant Directors in addition to their Instructional Designer roles.
- Replaced the Wimba Web Conferencing System with Blackboard Collaborate – eCampus has given three training sessions plus one college specific training session for a total of 40 participating faculty members.
- Repurposed several rooms on second floor of CMCT for better space utilization.
  - CMCT 216 – is a computer training/proctoring lab (laptops)
  - CMCT 201 – is a small meeting room
  - CMCT 250 – is a new conference room
  - CMCT 243 – is a videoconference classroom

Online Worldwide Updates:

OWW is taking the lead regarding federal and state regulations on “state authorization” of distance education - which means that institutions are to get approval to advertise or operate in another state. So if we have online students in other states we need to get approval from those states. Not only do we need to seek approval for online students but determine if we have a “physical presence” in a state due to students taking internships or practicums.

Two UNK departments applied for OWW program development grants this past year and were not approved. The MBA program and the MAE in Spanish Education were denied because a concerted effort in collaborating with the other campuses was not made. The Spanish Department is resubmitting their request for a program development grant and hopefully it will be approved in the future.
Mary Niemiec, Director of Online Worldwide, will be at UNK to speak at our November 1st eLuncheon. The committee discussed various topics for Mary to address.

Our next meeting will be Thursday, November 15 at 3 p.m. in CMCT/Room 250.

Respectfully submitted
Julie Saalfeld

Minutes for Faculty Senate
Welfare Committee
October, 2012

The following members participated via email: David Palmer, Kimberly Carlson, Greg Anderson, George Lawson, Sheryl Heidenreich, Tommy Hansen

Motion: That the Faculty Welfare Committee be directed to review both UNK campus policies and peer institution policies regarding faculty office hours, with particular regard to online courses/programs and faculty based off-campus. The Faculty Welfare Committee is to report the results of their research on the topic to the Senate by the November meeting.

Here are the results that have been received:

From Kimberly Carlson in the College of Natural and Social Sciences:

Biology - 5 hrs/week, more recommended. Expected to post at least one hr/day of the work week.
Chemistry -5 hr/week – majority distributed over a minimum of 4 days
Computer Science – 10hr minimum, some each day. Adjunct minimum 2.5 hrs for each course on the days they teach.
Criminal Justice - at least 1 hr/day
Geography – 5 hrs/week
History – at least 5 hr/wk – encouraged to hold at least one hr each day they teach
Mathematics - exact hrs not specified but encouraged to be available 4-5 days / week
Physics – 6 hrs distributed over at least 4 days
Political Science – an hr/day
Psychology – 8 hrs minimum – distributed morning and afternoon each days of the week
Social Work - 12–15 hrs
Sociology – at least 5 hrs/week and by appointment

From George Lawson in the College of FA&H:

The expectation is that the faculty members will schedule office hours totaling 5 hours a week.

From Sheryl Heidenreich- Library representative

The library does not have a written policy regarding faculty office hours.

From Tommy Hansen in the COE:

The College of Education does not have a written policy regarding faculty office hours