The Faculty Senate Executive Committee met with the administration at 2:00 p.m. on Friday, August 29, 2003.

**Present:** Chancellor Kristensen, SVCAA Hadley, VCBF Haack, VCUR Lewis, and Dean of Students Flagstad

Senators Miller, Obermier, Kelley, Kruse, Young, and Bridges

**Item 1.** There are two new part-time administrative positions identified in the reorganization of the SVCAA and Student Affairs Office. What will their responsibilities be and how will the positions be funded?

SVCAA Hadley responded that the reorganization of the SVCAA and Student Affairs Office has resulted in the creation of two new positions: Faculty Assistant for Administration and Coordinator of Assessment.

Faculty Assistant for Administration: This is the position that Glen Powell had been in (also previously held by Dale Zikmund and Dave Anderson). The person in this position act as a faculty assistant for faculty matters will handle contract letters; offer letters for new hires; interpretation of contract matters, etc.

True the funding for this position is not well defined; basically the individual in the position has their salary paid by their college, so the individual receives reassigned time out of normal load to work in administration. Discussion ensued about the benefits of the SVCAA’s office trying to return some money to the colleges to help defray some of the cost of losing a faculty member, which is especially high to a small department, to part-time administration.

Faculty Assistant for Academic Affairs: This is a new position, which Glen Powell will be filling in the interim. The individual in this position will act as a faculty assistant on undergraduate programs (closest equivalent is UNL’s Dean of Undergraduate Students). Basically one-half of position will be devoted to Faculty Assistant for Academic Affairs and the other one-half will be assessment related. Currently, Jeanne Cutler is serving as Coordinator of Assessment.

SVCAA Hadley emphasized that assessment needs to take a greater role, but UNK also needs to have a transition period to minimize the amount of upheaval. Also, the timing of this change corresponding with the self-study for NCA results in a situation for strategic planning to take place. The goal of moving to one person overseeing assessment activities is probably a good response to what the self-study and NCA team will say about UNK.

**Item 2.** There are various open positions in administration. What is the membership of the various search committees and has the process for the searches been identified?

a. **SVCAA:** Chancellor Kristensen responded that the same committee will be maintained, especially since they worked well together last time. Bruce Elder will remain as chair, but has requested a co-chair. Chancellor is waiting to hear back from the individual asked to serve as co-chair. Other minor changes to the committee include: dropping the community member and replacing it with an UNK faculty member; replacing the Dean’s representative (perhaps with Ken Nickels); replace the CBT representative (waiting from response from individual asked); and waiting for responses from the students asked to be representative.
The Chancellor hopes that all responses will be received by Tuesday, Sept. 2, 2003. Description used in the ad has been reworded somewhat, copies will be provided to both the committee and FSEC. Language of the ad will be changed to provide more flexibility and increase applicant pool. Hopefully the ad will be run shortly after the end of next week.

b. **Dean of Library**: SVCAA Hadley has met with the Library committee, data has been gathered from the last search conducted, the ad is in the process of being written and the search committee is being formed.

c. **Honors Director**: SVCAA Hadley indicated that there has been lots of input on the Honors Director search, which will be an internal search.

d. **CTE Director**: SVCAA Hadley is unsure of the scope of the search for the new CTE Director. He has met with the CTE committee to determine what the CTE had planned for this semester, what the potential for the position is and what the future, both in direction and potential, hold for the Center. Senator Miller responded that the committee had determined that nothing was on the schedule for the fall semester, but that the committee is working on ideas for at least two events.

e. **Part-time Administrators**: SVCAA Hadley indicated that an interim will be named for each of the part-time administrator positions this year, with a search being conducted for both positions next year. Glen Powell has been named as the Interim Faculty Assistant for Academic Affairs. SVCAA Hadley will name the Interim Faculty Assistant for Administration sometime in the very near future.

**Item 3.** With the reorganization of SVCAA and Student Affairs, who does Financial Aid and Admissions report to?

Chancellor Kristensen indicated that the reorganization has not affected these offices. Financial Aid and Admissions both report to John Oseth, who then reports directly to the Chancellor.

**Item 4 and 5.** Last academic year the Faculty Senate requested the SVCAA form committees to review departmental mergers and to review faculty workload/compensation. What is the status of this request?

SVCAA Hadley indicated that he will be working with Department Chairs and Faculty Senate President to set up a committee to review both departmental mergers and faculty workload/compensation sometime this semester. In addition, summer school will also be examined soon, especially in terms of budget cuts.

**Item 6.** There have been rumors circulating that plans are being made for inter-campus program consolidation. What can you tell us about these plans?

Chancellor Kristensen indicated that he wished he knew what the plans are. Right now the budget waters appear to be fairly calm, especially at the Regent’s level. However, budget discussions will be renewed in November and/or December, especially if tax receipts do not rebound (or come in below expectations). Although there is no formal charge or mechanism in place to go forward with inter-campus program consolidation, it remains as a rhetoric charge that is often suggested as a way to save money. Chancellor Kristensen feels there will be a renewed charge for campuses to do something to increase
cooperation, where possible, especially with Community Colleges. The more we can get the story out about the areas the campuses are already cooperating in (i.e., German, Social Work) the better.

Item 7. Last academic year the Faculty Senate suggested the reformation of the Strategic Planning Committee. What is the status of the Strategic Planning Committee. Another item discussed at length in Senate was the prioritization of programs. Will there continue to be funding for priority programs? Will there be another chance for programs to be identified as priority?

Chancellor Kristensen indicated that Strategic Planning was discussed at their administrative retreat this summer. There have been some suggestions to get recommendations on how to formulate the Strategic Plan. Right now, a model of spreading out the planning function over many committees is intriguing. Chancellor Kristensen indicated that he is still unsure about what process he wants to follow for UNK, but knows that the goal is to use the self-study (NCA) and a well-functioning Strategic Planning Committee to move UNK forward. The important thing is to have guidelines for planning rather than planning without guidelines.

Discussion then ensued about the issue of Priority Programs. SVCAA Hadley indicated that although there is continued monetary support for priority programs, it is at a lower level and has not yet been distributed to the campuses. Currently, the money for student research has been consolidated under the supervision of Dean Nikels. SVCAA Hadley meets with the Deans to distribute new money allocation (Deans propose projects to be funded). While priority programs remain a political issue, it appears that support for priority programs will continue through some type of allocation process.

The question was raised about departments having another opportunity to be designated as a priority program. SVCAA Hadley reiterated that the designation of “priority program” is not a quality issue. Currently no more than 25% of a campus’s programs can be designated as priority. It could be questionable to pursue reexamination of priority programs at the present time, for fear that in times of budget cuts it would lead to rancor and divisiveness between departments on campus. Overall, it is much easier to try and add programs to the priority list rather than removing current ones to designate a new one. While SVCAA Hadley agreed that there needs to be a legitimate discussion and review of priority programs and how they have changed, the questions of when is the best time to do it and the process used remain.

Item 8. Questions have been raised about the loss of the Otto Olsen Computer Lab and how student tech fees are used on campus.

VCBF Haack responded that the Otto Olsen Lab has been moved to Student Union, and that the plan had always been for the Student Union lab to replace the lab in Otto Olsen. In fact, the space for the remodeled restrooms in Otto Olsen was provided by moving the computer lab. Demand also indicates that there is not really a need for both computer labs.

SVCAA Hadley responded that the Tech committee is being formed, and a report on the use of student tech fees can be provided.
Item 9. Question was raised about if we currently had a University Historian, and if not, it might be beneficial to have someone act in that capacity especially given the UNK’s Centennial.

While we do not currently have a University historian, it might be a good idea. There is some talk of a Centennial Book being written by Susanne George, and Senator Miller suggested contacting Michael Schuyler to write an underground history of the institution. It was suggested that Dean Nikels be contacted to find out what the Centennial Activities Committee has planned.

Item 10. Senator Miller asked for input on whom to contact for help in upgrading the Faculty Senate web site.

VCUR Lewis suggested that we contact University Relations (Ann Tillery) or Brian Spradlin for help with this issue.

Item 11. Senator Miller suggested that the Administration make greater use of the Faculty Senate standing committees to help achieve goals rather than forming adhoc committees.

The Administration was very receptive to this idea.

Item 12. Last year the Faculty Senate Executive Committee requested the opportunity to meet with the SVCAA’s Dean’s Council. What is the possibility of meeting sometime this year?

SVCAA Hadley responded that a meeting with the Dean’s council and FSEC will be planned for sometime in the near future. The idea is to have an open discussion about the FS plan of action and goals for the upcoming academic year.

Item 13. Last year’s budget forums appeared to be a success. Are there any thoughts in terms of the scheduling of budget forums for this year?

After much discussion it was decided that would have an open forum for everyone (faculty, students, staff) to provide a general review of the budget cuts to date, to allow those affected by the Tier II cuts to voice concerns, and generally put a difficult period behind us (at least for now).

Chancellor Kristensen indicated that he would like to hold a forum to discuss some of the good things happening on campus (sort of a State of the University address). Also to discuss the direction the University is heading and some of the challenges we may face in the future.

Item 14. Several questions have been raised about the reorganization of Continuing Education.

This is a moot point given the email from Dean Nikels on August 27, 2003.
Reports from Administration:

**Chancellor Kristensen:**
Although enrollment numbers will not be known for a few weeks yet, UNK’s numbers appear to be holding steady. Credit hours should be up for the fall semester, but final report should not be out for three or four weeks from now.

Would like to focus on talking points about the Tier II Rankings; especially that the areas UNK ranks well in (e.g., class size, full time faculty teaching classes, retention rates) are ones that UNK is well ahead of compared to schools in Tier I. There are things being done on campus already, such as First Year Experience, which will help UNK’s ranking in those areas remain high. One concern is that decisions that have to be made in the face of budget crunch pressures could result in losing some of the things that make UNK special.

Chancellor Kristensen mentioned that it would be a positive move to create a position for a Faculty Advisor in the Chancellor’s Office. The position would be designed to allow interested individuals to gain some administrative experience and to have some input in what happens. A short-term administrative position such as this one would provide the University a pool of applicants for other administration positions. He went on to say, “Who do you look to take administration positions if you don’t you’re your own?”

**SVCAA Hadley:**
Another new year has started and good things are happening on campus. Especially the U.S. News rankings, evidence of the quality provided here at UNK, our strong programs and hard working faculty, as well as some of the improvements that have taken place here on campus.

**VCBF Haack:**
VCBF Haack indicated that his office is working on many items. One is the replacement of purchase orders and invoices with procurement cards (act much like a debit card). Another item is developing plans to handle emergencies and hazardous waste. One outcome from changing property/liability coverage carriers is the increase in paperwork associated with incidence reports. VCBF Haack noted that his office is working on the master plan for the revenue bond associated with residence halls. They will be retaining a local firm, in addition to consultants, for the residence halls and the Nebraskan. Roof work continues: thanks to the hail storm last year UNK has replaced 27, 4 are in progress with 9 left to do. Building improvements continue to make progress: Otto Olsen is moving along with Phase II to begin next summer; Bruner should be completed by December. UNK’s phone contract expires in August, 2004 and an examination of which of the new technologies may be chosen to replace current system is underway. VCBF Haack indicated a willingness to come to Senate to discuss any of these issues.

**VCUR Lewis:**
VCUR Lewis asked all faculty to encourage their colleagues and students to attend the visit by the Assistant Secretary of Education on September 2.

VCUR Lewis continues to meet with his counterparts across the UN system to prepare the agenda for upcoming legislative session, especially in terms of budgetary items.