Present:
Administration: Lois Flagstad, Kathy Smith, Doug Kristensen, Randy Haack, John Oseth, Finnie Murray
Faculty Senators: Martha Kruse, Debbie Bridges, Scott Darveau, Bob Young, Paula Rieder, Ruth Brown

1. Progress on the Progress of the Developmental Advising Proposal: Senator Young presented the history of the creation and adoption of the Developmental Advising proposal by the Faculty Senate:
   - Developed by the FS ad-hoc committee on Advising.
   - Made seven specific Recommendations (See Appendix A)
   - Approved by Faculty Senate and by then SVCAA Roark
   As the current SVC joined the staff after the adoption of the proposal and was not aware of the proposal or the progress in applying the recommendations. Further information may be forthcoming.

2. Update on Search for Director of Admissions: The search is underway. The search committee members are: Gary Davis, Stan Dart, Mary Daake, Jerry Fox, Director of Financial Aid, Director of OMA, Director of Marketing, Associate AD, Admissions Counselor and Student Diplomat, Graduate Dean.

3. Campus Recycling Program: With the statement that over 85% of the materials in Case and Ludden will be recycled, the question about campus-wide recycling was raised. The campus currently recycles shredded papers, cans, metal, and cardboard. A question was raised about why the paper had to be shredded in order to be recycled. No readily apparent reason was available and an answer will be sought. The campus does not currently recycle plastics.

Reports from Administrators:
Chancellor Kristensen:
- The Chancellor offered an update on the Strategic Planning process. Current work on the committee is towards narrowing the lists to identify concrete goals and then to write objectives for the goals. These objectives would be the “ingredients for success” for the campus and must be realistic, achievable, and assessable. The committee will be meeting weekly throughout the month. Following the completion of the objectives, input from the campus community will be sought.
- The VCUR search committee is being assembled with Dean Frank Harrold serving as its chair. The ad for the position will be out soon.
- The campus climate survey is complete with the results and analysis to be announced soon.
- The Chancellor related recent talk at the BOR meeting concerning financial aid. UNK is well behind its peers in all areas of aid to students including state aid to
students, federal aid and loans, and private funding. Compared to its peers, UNK’s merit-based aid is at 46% of the mean while UNL and UNO are above 200% of the mean level of their peers. UNK ranks #8 of 9 within the peer group in the percent of tuition and fees paid by students.

**VCBF Haack**
- Construction Update: Demolition of Case Hall continues at a rapid pace. Abatement of Ludden will proceed in time to allow for its demolition immediately after the completion of the Case demo. Bids for the construction work will be solicited this week, with construction work beginning in March. The project is still on schedule for opening for the Fall 2007 semester.
- Work on improving crossing safety on 9th street is proceeding in collaboration with the City. All in attendance were relieved in the recovery process for Maha Younes.
- Work toward the approval of a deficit request from the Legislature to cover excess utilities costs is moving forward. The legislative appropriations hearing is scheduled for February 9th.
- The declining balance feature of the UNK ID cards should be ready to go within the month.
- Senator Bridges offered her thanks to VC Haack for his work on the construction and on her request for fixing a WSTC utilities problem.
- A localized power outage affecting Martin, Conrad, Nebraskan Union, CTW, and CTE is planned for Saturday, February 11 and should last under 6 hours. The outage will allow electrical work to transition to a new power line.

**VC Flagstad:**
- Student government elections are scheduled in February.
- Returning student housing sign-ups will take place in March for the 2006-2007 academic year.
- A luncheon for the OWH Honors finalists was held last week. Many of the students were excited about the possibility of coming to campus and living in the new dorms.
- Continuing work on the Student Code of Conduct is focused on the student organization section. Some discussion about training of faculty advisors has arisen with the focus on liability and resource issues.
- The case of bacterial meningitis of the Hastings student was used as an opportunity to educate the UNK students on preventative measures and immunization against the disease. Most of the UNK students have been immunized against meningitis.

**Oseth:**
- Campus recruiting is affected by the lack of available financial aid. Distributions of aid to UNK from the NU Foundation total $600k. By comparison, the UNL Honors program alone receives eight times as much.

**VCUR Smith:**
- New additions to the website are online: Virtual Tour and student blogs.
- Marketing update:
  - The Downtown Kearney Association has donated the use of the billboard near the 2nd Avenue overpass for the next 18 months. Use of billboards in
the Lincoln and Omaha markets are being considered, but the cost may be prohibitive.
- New TV ads for showing (free of charge) on Charter Cable channels are nearly ready.
- Use of ads in selected high school newspapers has been expanded this year. The focus has been on schools along the I-80 corridor including Lincoln and Omaha.
- The work on creating a uniform “look” for all of UNK marketing, mailings, catalogs, etc. is continuing.

- LB 605 is currently the #1 lobbying priority for UNK and includes money for renovation of Bruner Hall and campus utility upgrades. While there is legislative interest in the bill, the governor’s budget does not allocate any money for this purpose. The possible cost of cleaning up the Mead site could also limit the amount available for capital construction.
- Lobbying work toward federal earmarks is focused on three UNK proposals: UNK/Rowe Sanctuary Discovery Station; CIBS Solar Cell Development; and the Summer Youth Sports Program. The entire UN system works together in securing the earmark funding.
- Visits by the Chancellor and others in Lexington have focused on creating community and high school partnerships and were well received.
- The Blue and Gold Day (Friday before fall semester) will be held in the quad area between the Library and Founders and will likely involve the closing of the parking lots surrounding Bruner Hall.
- This Friday’s Faculty and Staff Club will be hosted by the Administrative Council.

**SVC Murray:**

- The search process for the two Dean positions is at the short list stage. Interviews should be completed prior to Spring Break.
- A Chinese delegation will visit campus in mid to late February.
- A second and different visit by a delegation of Chinese University presidents is scheduled for April. Both visits should help in creating connections that may allow for Chinese students to study at UNK.
- There exist some problems in the University Rank and Tenure guidelines with respect to the selection and evaluation of portfolios at levels of outstanding/superior/good. Work to clarify the process will begin with the creation of an ad-hoc committee. One faculty member from each college and the library will be included on the committee. (See Appendix B, for a facsimile of Dr. Murray’s letter.) These representatives will be selected and the work will begin by mid-February.
- The American Association of Colleges and Schools of Business will make a site visit during the week of February 12 in the ongoing accreditation process for the CBT’s business program.
APPENDIX A: Developmental Advising Recommendations

RECOMMENDATIONS FOR THE UNK ACADEMIC ADVISING PROGRAM
(AS AMENDED/APPROVED BY UNK FACULTY SENATE, APRIL 4, 2002)

RECOMMENDATION I: Mission of UNK Academic Advising Program
To assist students in the development of meaningful educational plans that are compatible with their life goals. This assistance will involve helping students formulate academic and career goals, identify and assess alternatives related to accomplishing their goals, and consider the consequences of their decisions.
See Appendix C, Master Advising Program at Southwestern Missouri State University.

RECOMMENDATION II: Purposes/Goals of the UNK Academic Advising Program
1. To assist students in making an educated choice of a major;
2. To assist students in the appropriate selection of courses;
3. To assist students in understanding and adhering to academic policies;
4. To promote student academic success, retention, and/or graduation; and,
5. To counsel and/or mentor students through Developmental Advising on appropriate matters related to achieving academic goals, personal goals (e.g., career and/or graduate school), and quality of life goals.
Note: "Developmental academic advising is ... a systematic process based on a close student-advisor relationship intended to aid students in achieving educational, career, and personal goals through utilization of the full range of institutional and community resources. It both stimulates and supports students in their quest for an enriched quality of life." (Winston, Miller, Ender, Grites & Associates (1984). Developmental academic advising. San Francisco: Jossey-Bass, p. 538.) It is more than just one meeting per semester for the selection of classes for the next semester. Instead, it is advising that may go on throughout the semester regarding the student's educational/personal experiences/choices at the institution. (1994 Task Force Recommendations. p.1) See Appendix B, Developmental Advising Model.

RECOMMENDATION III: Advising Strategies
Appropriate advising strategies (and advisor training) must be designed to meet the needs of diverse student groups, e.g., the needs of focused/on-track students, probationary students, reinstated students, students with developmental needs, non-traditional students, off-campus students, and transfer students.
(1994 Recommendation I.B.4) In addition, students must be kept informed about advising policies and advisee/advisor responsibilities. (1994 Recommendation II.B.1)

RECOMMENDATION IV: Required Advising for Undergraduate Students
Undergraduate students should be required to meet with their advisors prior to early registration for classes during their Freshmen, Sophomore, Junior, and Senior years, i.e., until they graduate.

RECOMMENDATION V: Teachers and Advising
UNK must formally acknowledge that academic advising is a significant, integral part of educational responsibilities and specifically recognize its importance in annual faculty performance evaluations, in promotion and tenure decisions, and with tangible rewards for excellence in advising.
(1994 Recommendation II Advisor Selection, Training, Evaluation and Reward)
APPENDIX A: Developmental Advising Recommendations

RECOMMENDATION VI: Selection and Training of Advisors
Recognizing that department program needs vary, the resource considerations needed to implement the UNK Academic Advising Program Mission and Purposes/Goals include:

a. Identification of selected faculty to serve as advisors, based on specific criteria consistent with the college/department goals and UNK goals.
   (1994 Recommendation II.B.2)
   1.) Prior to being assigned advisees, the selected faculty advisor(s) must receive formal advisor training on:
      a.) Basic Advising at UNK, e.g., computer software, degree audits, BOGIE, WebSmart, UNK degree requirements, General Studies requirements, transfer hours, correspondence courses, etc.)
      b.) Department Advising, e.g., major and minor requirements, course prerequisites and sequence, special General Studies considerations, minimum grades, etc. (1994 Recommendation TI.B.3)
   2.) After completion of the mandatory training sessions, the names of the selected/approved departmental advisors will be forwarded to the Academic Advising Office by the appropriate Deans.
   3.) The selected faculty must receive release time for advising and specific reward considerations for excellence, as determined by the college/department. (1994 Recommendation TI.B. 4,5)

b. Alternatives to Use of Selected Faculty Advisors
   1.) At a department's option, a faculty "point person" could be assigned as the sole department advisor (with release time); or,
   2.) A college or department may employ a Full-Time Professional (non-faculty) Advisor responsible for certain classifications of students, e.g., students in the first year of the department/college majors.

c. Colleges/departments are strongly encouraged to periodically explore contemporary models of successful advising programs at UNK and at other institutions regarding effectiveness in meeting student needs and in the use of human resources at other institutions. See Appendix C, Master Advising Program at Southwestern Missouri State University.

d. Each department should have on file with the appropriate college dean and with the UNK Academic Advising Office a current written Department Academic Advising Policies and Procedures statement. This statement should minimally discuss the importance of advising within the department, specific departmental academic and administrative advising requirements, advisor and advisee responsibilities, advisee assignment, departmental advisor training requirements, sample checklists and/or hypothetical semester class schedules (see e. below) for each department program, and the departmental advising assessment methodology.
   1.) This statement should be provided to new faculty and periodically reviewed with all department members and revised as needed.
   2.) This statement should be included in the department's Five-Year Program Review.

e. Departments should publish/distribute to newly-assigned advisees "checklists" regarding major/minor/degree requirements, and sample class/course semester schedules (for each academic year during which the typical advisee would be enrolled). (1994 Recommendation IV. Support Material) See Appendix D, UNK Department Advising Guides/Checklists.
APPENDIX A: Developmental Advising Recommendations

RECOMMENDATION VII: Assessment of the UNK Academic Advising Program

a. UNK must periodically review/assess its institutional advising program to measure its effectiveness in student retention/success. This periodic assessment and program modifications as needed, should enhance advisor effectiveness by keeping faculty and administrative support staff responsive to evolving student needs, informed about current UNK academic policies/requirements, and trained to use evolving levels of computer support for advising. (1994 Recommendation III.D.1, Exchange of Information) See Appendix E, Marymount College: Assessment/Evaluation of Academic Advising and Advisors.

b. Colleges/departments must periodically review/assess departmental advising programs and evaluate department advisors to measure departmental effectiveness in student advising. This periodic assessment and departmental advising modifications as needed, should enhance department advisors' commitment to excellence in advising and keep department faculty/administration responsive to evolving student needs, informed about current college/department/UNK academic policies/requirements, and trained to use evolving levels of computer support for advising. See Appendix E.

RECOMMENDATION VIII: Implementing and Monitoring the UNK Advising Program

If the recommendations for the UNK Advising Program contained in this report are approved by the Faculty Senate and the UNK administration, implementation and monitoring of the recommendations must be the responsibility of the Office of the Senior Vice Chancellor of Academic Affairs and the college deans.

Respectfully submitted,

Bob Young, Chair
UNK FS Ad Hoc Academic Advising Committee
Associate Professor, CBT

Committee Members:
Peggy Abels, Director
Health Sciences Program
CNSS

Julie Agard, Assistant Professor
Teacher Education, COE

Jane E. Christensen, Lecturer
CFAH, Assistant Director,
UNK Honors Program

Mary Daake, Director
UNK Academic Advising Office

Kim Schipporeit, Registrar
Director, UNK Student Records
and Registration
APPENDIX B: Rank and Tenure Guideline Update Committee

OFFICE OF THE SENIOR VICE CHANCELLOR FOR ACADEMIC AFFAIRS AND STUDENT LIFE

January 27, 2006

Dr. Martha Kruse, President
Faculty Senate
University of Nebraska at Kearney
Campus

Dear President Kruse:

Deans’ Council is interested in updating and clarifying the UNK Rank and Tenure Guidelines. At the last Deans’ Council, we discussed involvement of Faculty Senate and Faculty Senate Executive Committee in the process. It was decided to set up a small ad-hoc committee consisting of two deans and five faculty members recommended by Faculty Senate Executive Committee). It was the consensus of the Council to proceed as follows:

The Rank and Tenure Guideline Update committee will be established as follows:
a) Two Deans, one of which will be the current Graduate Dean as Chair throughout process, and the second dean to be elected by Deans’ Council.
b) Faculty Senate Executive Committee will be asked to nominate two tenured faculty members from each college and the library (keeping in mind the need for balance regarding gender, ethnicity, longevity, experience in graduate programs, and perspective as department chair) to serve, and the Senior Vice Chancellor will select one faculty member from each unit with the view to achieve the best balance possible.

The committee should begin meeting by the end of February.

The purpose of this endeavor is to seek to clarify ambiguity in, and confusing parts of, the UNK Rank and Tenure Guidelines document. We would appreciate very much hearing your thoughts on this, and if you agree, I would like to have your nominees by February 16.

Thanks,

Finnie A. Murray
Senior Vice Chancellor of Academic Affairs and Student Life