Executive Council – Meeting with Administration
January 20, 2010

Executive Council Members Present: Benz, Dimock, Snider, Trewin
Administration Present: Chancellor Kristensen, VCAA Bicak, VCBF Johnson, VCUR Carlson, Interim Dean of Student Affairs Zeller

1) FS President Benz presented VCBF Johnson with a plaque commending the administration and the staff for their care of the campus flora (pursuant to the Faculty Senate resolution passed 12/03/09).

2) What do we know about the budget? Are College or Campus plans finalized? Will there be input from the faculty? How will the cuts affect empty positions?
   - We first need to determine the scope, challenges, and timing of the cuts.
   - For the current year we are facing an additional $342,763 with $794,059 already taken this year and a $2.4 million reduction for the biennium (estimates). We have no guidance as of yet from central administration as to planning for the biennium. We build models based on variables in tuition increases compared to costs (salaries, operating expenses, healthcare, etc.). With a 4% tuition increase, there would be a $1.3 million deficit for next year.
   - **What is the likelihood of a tuition increase?** Unknown. Each campus has differing perspectives on the need for tuition increases, and there are other variables to consider, such as the economy, student input, etc. We can’t determine the increase until the BOR meets and they can’t until the Legislature meets.
   - **Concerning vacancies.** Each position has to be given consideration. Not filling positions means lower credit hour production. There is a preference for not filling rather than cutting existing positions.
   - There is some “carry over money” to help us get through to July. We need to plan for the $1.3 million. The discussion is now at the Deans’ level. Enrollment is pretty solid (census was 01/19/10. The best plans are to increase enrollment, but growth won’t cover the total bill.
   - The VCAA gave a template to the Deans to identify goals, priorities, and strategies. Deans will be talking to the chairs and departments in the next 2-4 weeks. There needs to be a good interplay between top down and bottom up input.
   - Goals include increasing enrollment, seeking external grants, enhancing quality, maintaining programs of excellence, preserving core programs, and maintaining essential functions.

3) What is the status of Online Worldwide? Have discussions about revenue streams been finalized?
   - eCampus and VCBF are working on a budget using the money as tuition rather than revolving funds. Larry Reissland and Jean Mattson will look at what is in the revolving fund accounts to determine a baseline for a budget; then Kenya Taylor and Gloria Vavrika will build a budget.
   - At the retreat with Arnold Bateman (Director of Online Worldwide) there was a lot of discussion about campus identity. The decision was made to introduce each campus in the introductory page of the Online Worldwide website. There is still no indication
of how programs are connected to campuses. There is no firm date on going live, but
the site is accessible on the Internet.

- **Have problems with program and course duplication been addressed?** These
  have not been worked out. However, it is still good practice to keep developing
  programs.

4) **How is the transition to the new SIS progressing? Will the timelines be met?**

- They are on track and on time, but constantly facing new challenges. This is about
  the halfway point and the intense work will continue through August 10th when the
  skeleton of the People Soft system will be running.
- New students are applying and that process is working. Current students are starting
  to get their new NUIDs. We sent emails to the first 1000 students and had 70%
  convert with no problems. Need to get the remaining 30% and keep moving on the
  rest of the current student body.
- Advising this spring for the Fall will be on the new system. Degree Works should be
  up and running.
- Summer registration is to be determined. What system we will use depends on
  meeting the deadlines for the modules that have to be in place.
- While there will be glitches, we will get through this. There have been no major
  catastrophes among the seven campuses.

5) **Is there an update on the Saunders’ property and its incorporation into the campus?**

- We are working with the city on the intersection reconstruction using a roundabout
  design. The plan will be submitted to the Department of Roads. Development and
  the funds needed for it are based on the goal of safer vehicle and pedestrian traffic.
- We are still seeking closure with the Saunders’ family. They appealed the final dollar
  amount. They have come down from $1,000,000 to $720,000 to $650,000.

6) **What is the status on the searches for the Deans of NSS and Student Life?**

- The NSS search started reviewing 40+ applicants on 1/15. Dean Jurma is the chair of
  the search committee and wants interviews completed prior to Spring Break.
- Student Affairs has been dramatically restructured. The Office of Multicultural
  Affairs has an APR. A position description needs to be developed, and then a search
  committee will be selected.

7) **Have the students been migrated to Gmail or some other product? Do we anticipate a
   cost savings from this?**

- There is a May target date for that transition.
- There is an interest across campuses to look at alternatives to Lotus Notes. We need
  to maintain the interconnection between the campuses.

8) **What is the status of the career services restructuring?**

- The new department is Academic and Career Success, which had been discussed for a
  while. The goal is to provide better service to everyone. The department will have
  representatives for each college. The time demands for career services and academic
  advising dovetail. Advising can be better connected to career planning.
- The services that had been offered by Career Services are covered.

9) **Reports:**

- **Chancellor:**
Yesterday the Medical Center and the College of Medicine announced the KHOP program (Kearney Health Opportunities Program). Five students will have automatic acceptance into the College of Medicine with UNK scholarships.

The Campaign for Nebraska is underway.

Recruitment is going strong, and the Woodwind Ensemble is going on a recruitment tour. Varner Hall is still covering the bill for the Noel-Levitz services.

South Campus development is under discussion.

**VCBF:**
- The South Campus development plan is in the works and a presentation could be ready by March.
- The Sustainability and Food Services committees will have members set and start meeting next month.
- We are searching for a new Food Services Director. Chartwells provides the candidates, we make the selection. The position should be filled in 60-90 days.

**Dean SA:**
- The goal with the Chartwells position is to meet student needs. We want to provide opportunities for student feedback.

**VCAA:**
- We are working on student recruitment - getting the students to campus, connecting them with faculty, and closing the deal.

**VCUR:**
- We are transitioning from an aggressive Fall and Spring campaign. The goal was to increase prospects. In the past two years inquiries are up 27%. This year they are up 13% and visits are up 23%.
- We are getting involved with social media advertising (Facebook), and working to refine and target our message.
- We are working with Student Life and the Marketing Department to market the residence halls to students
- VCUR will be traveling to DC to meet with representatives regarding earmarks.

10) **Other Items:**
- Our pending constitution is under review and has been for 2+ years. Chancellor Kristensen will make inquiries.
- Can fire alarms be tested outside of class time? VCBF Johnson will talk to Lee McQueen about it. (Follow-up: he has assured VC Johnson that this will not happen again.)

Respectfully Submitted

Aaron Dimock – acting secretary