Executive Council Minutes  
12 September 2012  
Warner Conference Room

Discussion Items:

NCA Accreditation: Dr. Kenya Taylor is the lead person. Date set for NCA Visit 4 November, 2013. The Self-Study document should be completed 2-3 months prior. Team Chairpersons have been assigned for each of the five Criterion Teams. Forty-five volunteers have been identified to serve in these teams. Kim Elliot will be setting up a web site to share data and publish draft reports for faculty comment. Draft documents should be completed by the end of Fall 2012 semester. Communication is main goal: everyone on campus (Faculty, Staff, Students, etc) should know about the NCA visit, understand its importance, and be aware of their presence during their visit.

WI-CD: SVCASA Bicak: WI was started in the 1990’s, it was expected then that it would mature and end. In 2006, a three year ‘sun-set’ window was established. As WI is phased out, Board of Regents must be given sufficient information to assure that writing is still being taught; it is being transferred and integrated in to departmental curriculum. Also noted that CD environment has changed since this was established. The Academic Affairs office will seek out the original charter for the WI/CD programs to confirm the sunset date in the plan. Dr. Bicak, after consulting with registrar, intends to send a memorandum dissolving the WI and CD designations. This will be retroactive to all catalog years. Accountability of writing will be transferred to the departments; to define and report WI activities. Departments should have a writing plan integral in assessment. There was some concern that appropriate data be collected for the NCA visit.

UNK Connections & E-Shop. VCBA Johnson: UNK Connections is not closing. Connections will still be available for personal purchases. University purchases must be directed through e-shop to be compliant with public policy. eProcurement has been examined across the campuses in the university system. System volume purchasing will eventually realize cost savings for the campuses. It will also allow more efficient billing and purchasing. As all our wholesalers are added to the system, and UNK information purchasing information is added, expect to see overall savings. Standard computer specs still needs to be defined by ITS.

Artists and Lecturers The process is cumbersome for those wanting to make early requests. It was thought that the committee could not meet in advance of budget notification. Dr. Bicak indicated that he will meet with the committee and provide some insight on the budget. He indicated that funding for A&L has not been cut. In 2002 it was approximately $11k, in 2011 it was »$22k with a »$6k carry forward, and in 2012 it is $16,561 with a $3,438 carry forward.

Administrative reports

Chancellor Kristensen –(1) Enrollment is up as a result of a team effort. Although our recruiting pool is shrinking, success demonstrates a great deal of effort and collaboration across the campus. (2) UNK is ranked ninth in US News Top 15 Public Regional Universities in the Midwest. (3) Board of Regents audit committee is considering/discussing the top 10 risks. (4) Embezzlement case in athletics: controls put in place detected discrepancy. Was determined to be criminal, one of our employees, and admission of guilt. Restitution is being made, $1800 dollars. Clubs, student groups, etc. that have cash should be vigilant. (5) There is progress toward raising money for the Healthier Nebraska building. A lead donor has been identified.
SVCASA Bicak. (1) Our growth not only includes increased enrollment, also increased diversity and expanded capabilities and quality. Our six year graduation rate is good (60.6%) but four year rate (21%) needs improvement. Programs should have eight semester templates/advising plans that guide students to completion. Academic advising is key in the recruitment, retention, and graduation process. (2) iPad initiative is running well. (3) Several programs are currently underway with APR. Accreditation for Industrial Distribution’s Masters in Industrial Distribution degree in progress. (4) Regarding system wide searches: Buffett early childhood director and Provost; both committees have done their work and are waiting for president’s action. (5) Chief Academic Officers meeting will be at UNK 19 September.

VCBF Johnson. (1) $6M on budget reduction plan for UNL and $2M system wide reduction. UNK and UNO not impacted. UNKs increased enrollment left us in good fiscal standing, not asked to reduce budget. (2) Budget presentation is assembled and willing to share across campus. (3) Facilities and HDR consultant to develop week long activity in November to envision the development of south campus. (4) Randal and Mentor entrances, CTE renovation will be before the BoR next meeting, (5) The Wellness center plan to develop November or December may be delayed; need to re-affirm prices. Expected completion by fall 2014. (6) John Lakey is retiring, have identified top two candidates and will be on campus this semester. He will be available as a consultant as needed.

VCUR Carlson. (1) Is working on a document to report the social, economic, and cultural impact of UNK on the region. (2) Commented on the UNK presence at the State Fair Booth and expressed gratitude for all that helped. This was good for public relations. (3) KrisAnn Sullivan, director of the Frank House has resigned. This is an opportunity to reconsider the mission and direction for leadership. (4) Kearney Mayor, Stan Clouse, is developing sister city plans. A city, Olomouc in the east of the Czech Republic, has been identified as an option. Need to identify a couple of faculty to sit on the committee.

DSA Oravecz. (1) Discussed prospective student campus visits to academic departments. Notes that Admissions gets them to UNK but academic appt. is very important to build the contact that gets them here. Is tracking success rates and looking share best practices. (2) Regarding temporary housing: We began August with 100 students in temporary assignments. 87 of these were in triple occupancy rooms. As of 9/12, down to 51, 43 of which are in triple rooms. [Update as of 9/17, down to 40, 32 of which are in triple rooms] The initial reaction from some parents was negative however students are generally positive. All RA's are presenting residents with roommate contracts detailing what each roommate is agreeable to in the residence hall room/living environment and are guiding that process. (3) The Chancellor noted to the Board of Regents audit committee a risk in student travel. (Academic, curricular and/or cocurricular travel.) Specifically, who has and tracks emergency contact information? The faculty member? Who else, on campus, has it? Parents have an expectation that we know where their kids are.

A multidisciplinary committee has been established to examine a student travel policy. Dr. Kenya Taylor is representing Academic Affairs, Sharon Pelc is facilitating the committee. (4) CARE team distributed yellow folders. According to FERPA, we (faculty) can talk to one another regarding students in crisis. Do want faculty knowing that they can talk to CARE team, adjuncts and online teachers as well. This was discussed at new faculty orientation. Carl Mehta -assistant director of student life (student conduct, and student leadership development). (5) The Counseling & Health Care: Division of Student Affairs, received a US Department of Justice Office of Violence Against Women grant in 2010 (2-yr grant for $326,041) and renewed (3 yrs for 900,000) = 5-year grant totaling over $1.2 million. In 2010, 226 agencies applied for the grant, and 64 were awarded; UNK was the only institution of higher education awarded the grant. For the current grant renewal round, only current 2010 recipients could apply, of those who did, 30 were awarded. UNK is 1 of 30 recipients.