Administration - Executive Council: Minutes
Wednesday, November 13, 3:00pm - Warner Conference Room
The November 13,, 2013 meeting of representatives from the UNK Administration and the UNK Faculty Senate Executive Committee was called to order at 2:59 by Faculty Senate President Kenneth Trantham serving as meeting chair.

Attendance:

<table>
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<th>Administration:</th>
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<tr>
<td>Doug Kristensen, Chancellor</td>
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<tr>
<td>Charlie Bicak, Senior Vice Chancellor, Academic and Student Affairs</td>
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<td>Barbara Johnson, Vice Chancellor, Business and Finance</td>
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<td>Joe Oravecz, Dean, Division of Student Affairs</td>
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<td>Neal Schnoor, Senior Advisor to the Chancellor.</td>
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<td>Faculty Senate:</td>
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<td>Ken Trantham, CNSS, President</td>
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<td>Dawn Mollenkopf, COE, Past President</td>
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<td>Ross Taylor, CBT, President Elect</td>
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<td>Kim Carlson, CNSS, Secretary</td>
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<td>Noah Rogoff, CFAH, Representative</td>
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<td>Scott Darveau, CNSS, Parliamentarian</td>
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Guests:
None
Discussion Topics:

Advance questions/items
Regarding the Library:

1. When will the Hygienist’s report be made available for review by faculty, particularly library staff?

Soon, it has to be reviewed by Dr. Bicak first. Soon after that it will be released to Faculty Senate and the Library.

2a. I understand that the second environmental test will be conducted after repairs are completed. Please update on timeline. Has a test been scheduled in anticipation of completion?

The results are completed and indicate that the air quality is fine. Sharing the results is not a problem. The study compares the outside with the inside.

2b. Prior to conducting a second test, will the industrial hygienist consult with library staff, so as to test specific locations affected by water on April 9 and Sept. 27?

The test has already been conducted.

2c. Could library staff representatives be permitted to observe the second sample collection process?

The test has already been conducted.

3. Who decides whether replacing water-damaged carpeting or drywall is warranted, and what criteria inform this decision?

Carpet replacement is not part of the insurance claim. Damage is from rain water. Replacement would only be considered if damage was from sewer water or sprinkler water. $300,000 is the approximate cost and most that is labor expense. The carpet is 30 years plus old. The orange carpet is industrial carpet.

4. When will the water-damaged ceiling tiles be replaced?

Damaged ceiling tiles are on the list.
5. How long will it be necessary to keep dehumidifiers operating in the library’s public areas? **Many of these are located near quiet study zones. Some of the dehumidifiers being used are for home use, not for large open areas such as a library.**

The small humidifiers are there because they are quieter than larger, louder units. The large units were removed earlier in response to complaints about the noise. The library staff requested the return of humidifiers.

**General Campus Concerns**

6. Delays in Work Order completion.

Work order completion is taking longer than anyone would like but staffing is at a level so that they don’t have enough staff. During low budget years staffing was cut and more facilities have been built. In addition, the Wellness Center addition and other buildings will need more staffing. This will be addressed as more people are added but given financial constraints it will not be at a level we would like in the immediate future.

7. Trash pickup once a week (in offices)

We were one of the last campuses to go to once a week pickup. If there are special needs faculty members are welcome to make a request. It is possible that more pickup points could be added on an as needed basis.

8. Evaporating parking spaces.

There are more spaces on campus but the majority of the spaces are in the Central and West area.

**Follow up**

9. Summer contracts

a: Laboratory workload compensation

SVCB has raised this issue with the Dean’s Council. It is agreed that it needs to be addressed. All Dean’s and Chair’s have agreed that the issue needs to be addressed and a revised plan is forthcoming.

b. issuance of contracts (timing)

The timing of the contracts is being changed so that faculty members will get them before the classes start. The goal is to have them ready well before the summer semester starts but if that is not possible they will be ready at least by the time the semester starts.
Reports

**Chancellor Kristensen:** The Gender equity committee and Diversity Committee review policy and makes suggestions. Central administration will bring in campus groups to serve to serve on these committees. It has been suggested that it might be effective and efficient to put together one Equity, Access, and Diversity advisory group. This group would probably be comprised of representatives from the Colleges, Business & Finance, Faculty Senate, the Student Body, Ex Officio, Academic Success, the Senior Woman Administrator, and others as appropriate. They would meet a few times a year to review how things are going. The committee would not be looking for initiatives but would be charged with making sure there are no problems. If problems arise then the committee could be responsible for initiatives to address specific issues. This is informal at this time but will get a written copy to use soon.

**Senior Vice Chancellor, Academic and Student Affairs Bicak:** Regarding the Center for Teaching Excellence – Beth Hinga’s presentation regarding the combination of a perspective name change and other ideas are all open for discussion and nothing have been finalized in any area.

**Vice Chancellor, Business and Finance Johnson:** Fee increase request are due Friday, 11/15/2013. Requests will be processed and forwarded to Chancellor Kristensen quickly and will get the information to the committee.

**Dean, Division of Student Affairs Oravecze:** FS Student Affairs Committee, military leave policy is shaping up well. CARE team visits have been made to 3 of 4 colleges. They are glad to visit more. The magnitude of mental health concerns is increasing.

Adjourned at 3:35