

Present: Jamie Anderson (Medicine), Rafik Beekun (Business Administration), Buddy Borden (Cooperative Extension), Pam Cantrell (Education), Rod Case (Education), Robert Chaires (Human & Community Science), Arthur Chenin (Administration & Finance), Amy Childress (Engineering), Michael Collopy (Agriculture), Joseph DeLappe (Liberal Arts), Dana Edberg (Business Administration), Rita Escher (Student Services), Bill Follette (Liberal Arts), Johanna Fricke (Medicine), Greg Gardella (Information Technology), Trudy Larson (Medicine), Susan Lentz (Human & Community Science), Denise McKee (Medicine), Steve Oberg (Research), Amy Shannon (Library), Raj Siddharthan for Amy Childress (Engineering), Mary Stewart (Liberal Arts), Shelley Von Berg (Medicine), Mark Waldo (Liberal Arts), Jill Wallace (Provost's Division), Leah Wilds (Liberal Arts). Absent: Gretchen Bietz (Development), Gregory Pari (Medicine), Ken Wilson (President's Division).

1. Introductions

Jane Bessette (Administrative Faculty Personnel Policies and Procedures Committee), Shannon Ellis (Student Services), Howard Goldbaum (Technology Committee), Jared Harmon (Sagebrush), Doug Hill (Board of Regents), Gena Jones (Human Resources), Cindy Kiel (Sponsored Projects Administration) John Lilley (President's Office), Jim Richardson (Sociology)

2. Meeting Minutes

Arthur Chenin asked that the minutes reflect his statement in the "discussion of workload policy section" that unless instructors were listed in SIS as of the application date, they would not receive credit for the class. Rafik Beekun asked that the minutes reflect his request to have the Faculty Senate keep on top of the handicapped parking situation. This should be reflected in the parking report section.

MOTION: Morris/Edberg. To approve the December 10, 2003 minutes as amended.

ACTION: Approved unanimously

3. Chair's Report

Chair Trudy Larson welcomed the new senators from the College of Liberal Arts (CLA) Bill Follette and Mark Waldo. The College of Science (COS) had not yet replaced their senators. Larson summarized Chancellor Jane Nichols' memo regarding tenure requests that was distributed at the meeting. Larson said that the tenure process would be the same this year, but starting in 2005 and after, a one-hundred word summary would be required in addition to the internal form that UNR uses. With reference to the fall discussion about the process, Susan Lentz asked about the issue of whether applicants would have to sign a waiver allowing the regents to discuss their qualifications in regent's meetings. Larson said there had been no further word. Larson reported that the Earth Institute Ad Hoc Review Committee met in January and discussed its charges. The committee members would have discussions with faculty, staff, students and outside constituents and would conduct three open fora. The committee has also met with the original proposers. Jill Wallace said the proposal and charges were on the senate website. Larson encouraged everyone to attend an open forum. The final draft of the code revisions, which was approved by President John Lilley, was scheduled to be heard at the January Board of Regents' meeting. Larson reminded the senate that regular senate elections would be conducted in February with the results due the end of March. In accordance with the regents' policy for the evaluation of presidents, the senate would conduct a campus-wide evaluation of the president this semester. The executive board had been looking at outside agencies to conduct the evaluation. The senators would get a chance to comment on process. The merit subcommittee met and scheduled three open fora for the faculty to attend, respond to the issues, and become informed. Johanna Fricke asked if any open fora were scheduled for UNR faculty located in Las Vegas. Larson said she did not know, but that they could ask President John Lilley. Leah Wilds said decisions would be made on how merit would be allocated this year. Larson said the first mandatory workshops to educate supervisors in conducting fair and meaningful evaluations were held in January.

4. President's Report

President John Lilley reported on the progress of the new campus master plan. Sasaki International was creating the plan. Lilley updated the senate on the three searches underway. The three finalists for the Vice President for Marketing & Communications position were on campus. There were 10 semi-finalists for the Vice President for Health Sciences and Dean for the School of Medicine. The searches for the deans for the COS and Reynolds School of Journalism were still in process. The search for the CLA dean was scheduled for next year. Strategic planning for the next biennium was in progress with the School of Medicine (SOM) being the top priority. The university needed more internships and fellowships for the school. The new headquarters for liberal arts would be located in Getchell Library after the library moved to the new Knowledge Center. Construction began on the first Redfield Campus building and Lilley was thinking of moving extended studies to that location. Fricke said many of her constituents were feeling demoralized because they did not receive all of their merit raises even with good evaluations. She also said the open fora were only scheduled in Reno and the UNR Las Vegas faculty would like to participate in the fora. Lilley explained that the award of merit in the SOM was different and separate from the rest of the university. Salaries of the clinicians varied depending on how well the Practice Plan was doing. The issues with merit for clinicians were more complicated and would not be part of the fora on merit discussion. Buddy Borden asked how the Las Vegas faculty in Cooperative Extension would access these fora. Lilley said he would arrange access. Bill Follette mentioned that some faculty members were concerned about the link, or lack of, between evaluations and merit, tenure and promotion. Rita Escher asked about the out-of-state tuition issue. Lilley said he thought the regents would change system

policy to conform to the state's residency requirements. Beekun commented about the length of time that it takes to get a center up and running. Lilley agreed that the University Planning Council (UPC) needed to act faster on these items. He encouraged the faculty to continue submitting ideas and suggestions.

5. Visit with Regent Doug Hill

UCCSN Regent Doug Hill gave some background on the situation of Ron Remington and John Cummings. He said that the chancellor acted appropriately in this matter, and he supported her. Hill also said that regents' chair Stavros Anthony would not like to see the productivity of the board ruined over this matter. Mark Waldo asked Hill how he thought the chancellor was dealing with all of this. Hill said that she could use the support of the faculty. Hill was asked if he would run for regent again. He said that he had not made a decision yet. The legislature might be appointing members to the board in the future.

MOTION: Morris/Beekun. To ask the senate chair to write a letter of support for the chancellor from the senate, and read it at the Board of Regents meeting in January.

ACTION: Approved unanimously.

6. Conflict Of Interest Policy

Director of Sponsored Projects Cindy Kiel distributed to senators a copy of the comments on the last draft of the conflict of interest policy and the form and letter that faculty would submit to the Office of Sponsored Projects. She reported that the revised policy clarified that only activities that had an impact on faculty duties needed to be disclosed, e.g., working for a casino would not be disclosed unless the faculty was doing research for that casino. Mary Stewart asked for clarification on whether the form had to be submitted to the department chair, and that the chair would make the initial determination. Kiel said yes, and that the chair would send the form to the designated official. Collopy stated that it sounded like non-profit organizations were exempt and that the policy pertained primarily to for-profit companies. Kiel said that was accurate. Amy Shannon asked to have a clean copy of the policy. Kiel said the policy would go into the administrative manual and she would also provide training to each department if it was requested.

MOTION: Collopy/Stewart. To approve the proposed revisions to the UNR Conflict of Interest Policy as amended.

ACTION: Approved unanimously.

7. Administrative Faculty Personnel Policies and Procedures Committee Report

Chair of the Administrative Faculty Personnel Policies and Procedures Committee Jane Bessette reported the following. The committee's charge was to interview supervisors and appointing authorities of administrative faculty to determine the extent to which they supported the professional development and growth of the administrative faculty in their departments and units. The interviews were completed May 5, 2003. There were many different types of leave options and a table was included in the packets. The committee looked at the professional development leave application form and found that it was geared toward academic faculty. They recommended a few minor changes that would be inclusive of administrative faculty. For example they added resumes next to CVs, and supervisor next to department chair. The one major change the committee proposed to the application was the addition of summer leave and leave for less than one-half year. The administrative faculty probably had fewer responsibilities during the summer since most students were not on campus, so this would be a good time for them to take leave. Copies of the professional development leave application would be available through Audrey Casey in the Provost's office. Many of the administrative faculty with whom the committee spoke asked for more information on how to serve on the committee and to learn more about the professional development leave policy. The committee asked the executive board for permission to hold regular meetings of administrative faculty and the board agreed. Thirty-eight administrative faculty members attended the first brown bag lunch session. The attendees had a chance to meet other administrative faculty members and learn about their leave options. Vice President Carol Ort and Director of Human Resources Gina Jones presented the leave options and answered questions. Some of the concerns administrative faculty had were related to job security, and whether other employees would be able to do their jobs while they were on leave. \

MOTION: Bessette/Shannon. To approve the recommendations of its Administrative Faculty Personnel Policies and Procedures Committee, regarding professional development leave for administrative faculty: 1) modify the Professional Development Leave application form, checklist, and directions for submitting applications; 2) make available copies of successful development leave applications, as examples for those interested in submitting applications; and 3) provide the list and table of Available Leave Options for Administrative Faculty to all new administrative faculty as part of the benefits package information when hired, and distribute this same information to all current administrative faculty via email by the Faculty Senate.

ACTION: Approved unanimously

Larson thanked Bessette and the committee for taking on this project. Morris requested that the senate chair send a memo to announce the brown bag lunches and any policy changes. Shannon suggested the academic faculty should know about the addition of the summer category

8. Technology Committee

Chair of the Technology Committee Howard Goldbaum reported that the initial goal of the software acquisition program was to comply with licensing agreements. The committee felt the funding would serve the university population better if it were used to

purchase software that went beyond normal desktop use. The committee recommended that its role be expanded to focus more on communication, policy and planning for technology. The proposed changes would include a change in the committee memberships and the method by which committee members are appointed. It would include one representative from each academic unit and two members from the administrative units and two members from the board. The senators felt that there should be representation from each administrative unit. Chenin asked who would be in charge of administrating the funds for the software. Goldbaum said it would remain with the committee. Shannon asked how the administrative units' representatives would be chosen. Goldbaum said the committee envisioned the four units would nominate individuals and select the two with the highest number of votes. Greg Gardella suggested that at least one of the representatives should be someone with lots of knowledge in technology in the academic environment. Gardella said he liked the basic concept. Wallace suggested they change the number of representatives for the administrative units to four instead of two and then IT and all of the other administrative units would also be represented. Some senators expressed concern over whether or not the committee would have the authority to make the concept work and if Zink would be willing to accept this committee as his advisory or steering committee. Dana Edberg asked if the vision was to give the committee authority to establish priorities of what to do with the money in IT. She didn't see that this committee had that authority. There was discussion on what steps to take. It was decided to approach Zink and ask if he would be willing to accept this committee as his advisory committee. Larson reiterated that the recommendation of the Technology Committee was for the committee to become a high profile committee that would provide linkages to those who are providing and managing technology and software. The committee would have a member from each of the academic and administrative units. The senate would ask Zink to serve as a consultant and would have the ability to ask others to serve as consultants. The recommendation was to also change the software section of the charge to represent more innovative uses.

MOTION: Goldbaum/Collopy. To approve the recommendations of the Technology Committee's recommendations as amended.

ACTION: Approved unanimously.

9. New business

With reference to the article from the Chronicle of Higher Education, ranking state appropriations nationally, Wallace said she was surprised about the difference between UNLV and UNR. Wilds said that UNR would have to fight to hold on to the money they received last biennium. The grand opening of the College of Liberal Arts was scheduled for February 6, 2004.

Meeting adjourned at 4:30 pm.