University of Nevada, Reno
2003-04 Faculty Senate

Meeting Minutes May 5, 2004 RSJ 304 Meeting 14

Present: Duncan Aldrich for Amy Shannon (Library), Jamie Anderson (Medicine), Frank Baglin (Science), Rafik Beekun (Business Administration), Gretchen Bietz (Development), Buddy Borden (Cooperative Extension), Pam Cantrell (Education), Bob Chaires (Human & Community Sciences), Arthur Chenin (Administration & Finance), Amy Childress (Engineering), Michael Collopy (Agriculture), Joseph DeLappe ((Liberal Arts), Dana Edberg (Business Administration), Bill Follette (Liberal Arts), Greg Gardella (Information Technology), Guy Hoelzer (Science), Barbara King for Rita Escher (Student Services),Trudy Larson (Medicine), Susan Lentz (HCS), John Louie (Science), Denise McKee (Medicine), Bourne Morris (Journalism), John Nelson (Science), Steve Oberg (Research), Mary Stewart (Liberal Arts), Shelley VonBerg (Medicine), Mark Waldo (Liberal Arts), Jill Wallace (Provost's Division), Leah Wilds (Liberal Arts). Absent: Rod Case (Education), Johanna Fricke (Medicine), Greg Pari (Medicine), Ken Wilson (President's Division).

1. **Introductions**

Jane Bessette (Administrative Faculty Personnel Policies and Procedures Committee), Amiso George (Campus Affiars Committee), John Frederick, Executive Vice President and Provost,

2. **Approval of Minutes**

MOTION: Baglin/Gardella. To approve April 15, 2004 minutes as written.

3. **Chairs Report**

Chair Larson said the executive board reviewed and approved a proposal to reorganize the Raggio Science Mathematics and Technology Center; the new name would be the Raggio Research Center for STEM (Science, Technology, Engineering, and Mathematics). The center had been functioning since 1997 and the proposal asked for new resources for board of directors and operating. The faculty senate chairs were scheduled to meet with Jim Rogers at 7:00 am on Thursday May 6, 2004. Larson recapped the issues of the last year, including reorganizations and reapportionment, approval of centers, code changes, policy changes and revision of the faculty senate bylaws. Larson thanked the senators, commended them on their thorough review of the items brought before them, and reminded them to always come prepared, always have questions, and to keep up their vitality and input.

4. **Recognition of retiring senators**

Larson thanked and commended the retiring senators for their hard work. Larson also thanked the exec board for their work and support over the last year. Vice Chair Leah Wilds thanked Larson for her service, guidance, optimism, calm and her sense of humor throughout the year. Wild also thanked the executive board and said she learned a lot from them.

5. **Campus Affairs Committee Report**

Amiso George, Chair of the Campus Affairs Committee reported that the committee finished the crisis communication plan. When the committee started the process, there was no clear communication component to UNR's crisis plan. The committee recommended the communication plan address what the university would do before the crisis, how they would communicate during the crisis and what they would do after the crisis. The plan also contained the following recommendations: a clear chain of command for media communication, a spokesperson with media training in communicating through a crisis, people in key positions meet regularly and know their responsibilities, have an awareness of the different types of crisis and how to handle them, and be able to identify the publics involved in the crisis, such as students, faculty, alumni, parents, city, county, state and media. John Nelson asked what the next step was with the committee's report. Larson said if it was approved by the senate it would go to the President. Mary Stewart asked if the president, provost, and the vice president of communication and marketing would be willing to adopt this plan if recommended by the senate. Larson said her sense was that they would accept guidance. Some senators felt the report did not contain enough information regarding internal communication. George said internal communication was important and there were references to it in the report. The committee focused on external communication because they felt the university had an internal communication channel. George explained that once a crisis happens and the news media becomes involved they try to define the university and the crisis, so it would be important for the communication person to define and manage the crisis first. Some of the senators felt the committee's charge might be expanded to include more internal components next year. Steve Oberg said that George's talent showed in the report and that her comments were accurate. George summarized the committee's preliminary report on the Lombardi Recreation Center (LRC). The subcommittee's charge was to identify the problems and they prepared a survey for that purpose. One of the major complaints was that users of the center were not notified about changes until after they were instituted. The committee recommended the senate approve the survey and approve the formation of an LRC advisory group which would include faculty senate members and employees of the center.
MOTION: Nelson/Morris. To accept the report as presented
ACTION: Approved unanimously

6. **Administrative Faculty Personnel Policies and Procedures Committee**

Jane Bessette, chair of the Administrative Faculty Personnel Policies and Procedures Committee reported that the committee had no recommendations. They had two charges, the senate approved first charge in January 2004, which was forwarded and approved by the president. The second charge was job security and career ladders. The committee and the forty-two administrative faculty who attended the brown bag lunch meeting felt that job security was created by each individual. They felt it was up to the individual to take responsibility for their own job security by doing a good job and continuing to improve themselves so they would become invaluable to their employers. The administrative faculty felt they would not be able to attain tenure type positions due to the uniqueness of their classification at UNR. John Louie said that his department was hoping this committee would address soft money research professors and wondered if the committee's charge could be expanded to include those positions and the ability to have a leave pool and bridge funding. Louie said grant funding did not collect money to pay annual or sick leave that those faculty members accrued. Larson said the issue was being discussed at the University Planning Council (UPC). Bill Follette would like to see the committee speak to people who have been terminated in the past couple of years. He said it might give the committee better insight into whether the process was followed and if those people knew their rights. Mary Stewart said she was surprised that administrative faculty were willing to work with out many of the same protections afforded to the academic faculty. Leah Wilds asked Bessette if what the report was saying was that administrative faculty did not feel that this was a major issue for them. Bessette said yes, that was what the committee heard. Stewart said that if it was true that there were many protections, then the report should phrase it that way. Jill Wallace said the senates questions were excellent and not all of them were investigated, but sentiment was that administrative faculty were not seeking same level of protection or security that tenured faculty were afforded. Bessette reiterated that the issues the senate might want the committee to look at next year were: document what processes were available to administrative faculty, the extension academic freedom to administrative faculty positions, and to include grant funded faculty.
MOTION: Gardella/Hoelzer. To accept the report as presented.
ACTION: Approved unanimously

7. **Workload Policy**

John Frederick, Executive Vice President and Provost reported that the Regent's Workload Taskforce was still meeting and had not completed revising the guidelines He read some excerpts that had been amended and approved. One of the approved sections was the workload guideline: "At the university a level of 18 credits per academic year or 9 credits each semester with reassignments from expected average of courseload approved in advance by the president, vice president or at an alternative level". All USCCN instructional faculty (except DRI) were expected to teach, develop curriculum, conduct other instructional activity, including advising, creating and preparing for classes, maintain currency in their academic discipline, and perform public and professional service, service to the institution and similar activities. In addition all USCCN instructional faculty (except DRI) were expected to conduct scholarly research or creative activities. Frederick said the guidelines left some flexibility regarding reassignment with the chair. This flexibility could include such things as preps, independent study, grad classes, and thesis and dissertation credits. John Nelson commented that with that language there was greater flexibility. Arthur Chenin asked about instructional units and were they differentiating between regular formal classroom units and informal units. Frederick said the regents did not specify. Chenin asked if there was discussion on how workload would be reported. Frederick felt that the taskforce wanted the Delaware study used, and that it would include attachment C. The university would need to find a way to automate the collection process so it was not so cumbersome. Amy Childress said she did not see much difference between the new policy and the one that was in place now. Frederick said there wasn't much difference, but there was not as much flexibility on autonomy.

8. **New Business**

Rita Escher asked Larson to talk about new voter registration. She also reminded everyone about Commencement Friday May 14, 2004 and Saturday May 15, 2004. Edberg asked about the status of the salary equity study and when it would be implemented. Larson said it was on track for July 1, 2004, but was not funded at 100%. Edberg asked if an email would be sent to all faculty with the level of funding. Gretchen Bietz thanked the senators and she it had been a great experience.

Meeting Adjourned