

AGENDA
University of Nevada, Reno
2006-07 Faculty Senate
December 13, 2006, 1:30 p.m.
RSJ 304

All times are approximate

1:30-1:35	1.	Roll Call and Introductions	Information
1:35	2.	Request to Approve the November 16, 2006 Meeting Minutes	Action/Enclosure
1:40	3.	Visit with <i>Regent Michael Wixom</i>	Information
2:30	4.	Chair's Report	Enclosure/Information
2:45	5.	Statement for the Reduction of Textbook Costs: <i>Guy Hoelzer, Chair</i>	Enclosure/Information
3:00	6.	Facilitated Discussion via WebCT, <i>Guy Hoelzer, Chair</i>	Enclosure/Information
3:30	7.	Draft Statement of Evaluation Objectives: <i>Guy Hoelzer, Chair</i>	Enclosure/Information
3:45	8.	New Business	Discussion
4:00	10.	Adjourn	

Future Senate Meetings

[UNR Faculty Senate Website](#)

January 18, 2007 at 1:30pm
RSJ 304

February 15, 2007 at 1:30pm
RSJ 304

Future Board of Regents Meetings

[NSHE Website](#)

January 25-26, 2007
CCSN (Henderson)

March 15-16, 2007
WNCC (Carson City)

University of Nevada, Reno
2006-07 Faculty Senate

1. Roll Call and Introductions

Jeff Augeman for Normand Leblanc (SOM), Denise Baclawski (Provost's), Cynthia Birk (COBA), Bob Chaires (HHS), Bob Chaires for Judith Sugar (HHS), Patti Charles for Patricia Swager (SOM), Gale Craviso (Medicine), Maureen Cronin (Student Services), David Crowther (ED), Donnelyn Curtis (Library), Greg Gardella (IT), Michelle Gardner (Pres), Hatice Gecol (Engineering), Howard Goldbaum (Journalism), Guy Hoelzer (COS), Cindy Kiel (Research), Tom Lean (A & F), Elliott Parker (COBA), Ron Phaneuf (COS), Mark Pinsky (COS), Hans-Peter Plag (Science), Wendy Rauw for Exmail Zanjani (CABNR), Steve Rock (Education), Nelson Rojas (CLA), Patricia Richard for Stefanie Scoppettone (Development), Barbara Scott (Medicine), JoAnne Skelly (COOP), Mary Stewart (CLA), Patricia Swager (Medicine), Virginia Vogel (CLA), Leonard Weinberg (CLA), Leah Wilds (CLA), Leah Wilds for Bill Follette (CLA).
Absent: Debra Vigil (SOM).

Guests: James Carr (COS), Nick Coltrain (Nevada Sagebrush), John Frederick (Executive Vice President and Provost), Bill Oberding (SEC), Howard Rosenberg (Regent), Bruce Shively (A & F), Marie Stewart (ASUN Bookstore).

2. Request to Approve October 19, 2006 Meeting Minutes

Amend minutes to add Nelson Rojas to the senators who were present.

MOTION: Baclawski/Birk. To approve minutes as amended.

ACTION: Passed unanimously

3. Chair's Report

The election results for regents were Cedric Crear (District 1), Mark Alden (District 4), and Ron Knecht (District 9); they would begin their term in January 2007. At the last senate meeting Chair Guy Hoelzer talked about a special meeting regarding the Enterprise Resource Planning (ERP) with Regent Michael Wixom, Chair of the Technology Taskforce as ERP was really starting to move forward. However, it appeared that the ERP process would remain in Limbo and it would be hard to tell what would happen in the near future. It appeared that there was not sufficient money to begin the implementation process and it would be difficult to say what would happen next, but Hoelzer said they would know more after Nov/Dec regents meeting.

4. New Business

Cindy Kiel, Executive Director, Office of Sponsored Projects reported that a draft Effort Reporting Policy was on their website and that comments from faculty were encouraged. The OSPA conducted 3 orientations regarding the new policy. The policy will be implemented in January 2007. The link to the policy is: www.unr.edu/ospa/draft. Effort Reporting was soft-funding oriented. Consultants will be on campus next week. The trainings will be publicized more than the orientations were. There was more discussion on B contract faculty, the percentages spent on each project and reporting, and if there would be a users guide for the reporting, as it could be very confusing. For questions please contact the OSPA.

5. Minimizing Textbook Costs: Marie Stewart, Director ASUN Bookstore

Guy Hoelzer felt the UNR was in good shape with textbook cost issues as the bookstore is student owned. The regents asked the senates and presidents to address the costs. Marie Stewart reported that approximately 20% of students nationally do not purchase textbooks. The bookstore had been working on ways to cut the costs of textbooks. They have looked at trying to purchase textbooks from Canada, they have tried to negotiate with the publishers, they have offered to set up a buy back of used books that benefits the publishers, using textbooks printed in black and white. Publishers will not give college bookstores a discount similar to the one that bookstores like Barnes and Noble receive.

Senators discussed the feasibility of the library purchasing some books and allowing students to check them out, ordering paperback as opposed to hardback books, entering into an agreement with another institution's bookstore for a possible quantity discount, rewriting textbooks less often. A visitor said that used books were the cause of the increased costs of textbooks, as well as university printing, instead of a publisher, Stewart asked that faculty consider whether the textbook comes as a bundle, and if they are not going to have students use the components in the bundle, to see if it could be ordered separately. The executive board proposed this resolution:

WHEREAS, the selection of the best textbooks for instructional goals is critical to the successful learning for students;

WHEREAS, the costs of those textbooks to students have steadily increased;

WHEREAS, the Board of Regents has requested that NSHE Institutions work to find methods for continuing to reduce the costs of textbooks;

NOW, THEREFORE, LET IT BE RESOLVED, that the Faculty Senate will continue to advocate for collaboration between the ASUN Bookstore and the faculty to select the best instructional textbooks and materials with the goal of attempting to minimize the cost to the student.

MOTION: Gardella/Stewart. To pass the resolution as amended.
Action: 1 abstention, Passed

6. Visit with Regent Howard Rosenberg:

Regent Howard Rosenberg thanked the senate for inviting him to the meeting and asked for questions from the senators. Rosenberg talked about the concerns with the rising costs of textbooks and felt that the ASUN Bookstore was doing what it could to keep costs down. He also remarked that faculty has a responsibility when choosing and ordering textbooks, himself included. TMCC students shop at UNR's Bookstore as the prices are lower. Rosenberg would like to see the senates invite all of the regents to come on campus, and while they are on campus, don't just show them the Shaker Table, show them the buildings that are in disrepair or a smart classroom that is out of date, or even a classroom that is not a smart classroom. The regents' do need to see the reality of campus and not just the highlights. Rosenberg said that while he did not always agree with Chancellor Jim Rogers, Rogers and the other regents had all the institutions' best interests at heart. Rogers was passionate about higher education and the health center. Rogers would like to see the system institutions with more merit scholars, and if courting them was a way to increase the number of merit scholars, then that should be the way to do business. All of the regents realize that if one institution in the system

has a problem, it affects all of the institutions in the system. The regents also realize the importance of K-12 education. Discussion and cooperation has been occurring between UNR, UNLV, NSC, and DRI. Jim Carr (a guest at the senate meeting) voiced his concern about search process for the President.

7. Proposed NSHE Code Policies

The senate reviewed and discussed the proposed NSHE Code Policies that would go before the regents at the November 29, 2006 meeting.

- The Evaluation and Merit Review Policy
This policy would allow each institution to adopt procedures for the review of annual evaluations and merit pay. This will be the second reading.
- The Resignation/Job Abandonment Policy rejected language.
- The Resignation/Leave Policy
- Proposed change of effective date of the Millennium Scholarship Core Curriculum
 - Gateway will be instituted in 2008 instead of 2010.
- Public Information Contained in Personnel Files
- Verification of Post-Employment Credentials
- Degree Revocation Policy

Some of the concerns over wording in the degree revocation policy were: would there be a time limit on degree revocation, did it just address academic falsification, the potential for willful abuse, and would due process occur? Senators discussed the policy and Elliott Parker came up with some language that Hoelzer would bring forward to the Regents' meeting regarding this policy. The original language is in black and Parker's suggestions in red.

"The Board and its institutions reserve the right to withdraw academic degrees in the event that a case is brought after graduation for **serious** academic misconduct **that undermines the integrity of the institution. This** includes misrepresentation of academic credentials or material falsification in an application, if the act occurred before graduation and during the time the student applied to, or was enrolled at an NSHE institution, but a complaint had not been filed prior to graduation. Institutions who are investigating acts of misconduct prior to a student graduating may postpone the awarding of a degree pending the outcome of the investigation and imposing of appropriate disciplinary sanctions."

Jim Carr, a guest of the senate, spoke about the peer evaluation and merit policy code change. He felt that it should go back to allowing faculty to grieve evaluations. Leah Wilds asked that it be put in the official record that she felt threatened by Carr's speech and physical actions.

8. Digital Measures Update: John Frederick, Provost and Executive Vice President and Bruce Shively, Assistant Vice President for Planning, Budget and Analysis

The program is non-optional this year, and is designed provide annual reports. The report can be used for promotion and tenure forms. Digital Measures is customizable at the Unit level and some units have already requested adaptations for their units. Entering the data would not be difficult, the difficult part would be the decision-making process. For example does advising count under teaching or service. Access to Digital Measures data was hierarchal; the chair, dean, and the provost. The program was not required for administrative faculty yet. Senators asked if the information was proprietary, who had access to the information, if the way the information was printed out could be adapted, where was the link to digital measures, would

there be an online manual, would there be training session after finals, and how would a faculty know if he/she had an account?

Link to Digital Measures: <https://www.cis.unr.edu/digitalmeasures/>

Meeting adjourned 5:03 p.m.

**NSHE Board of Regents
November 30-December 1, 2006 Meeting Summary
(December 7, 2006)**

The following items do not reflect the full range of issues discussed and acted on by the regents, only those highlights of interest to the Faculty Senate.

Audit Committee Items:

- The Audit Committee reviewed the UNR response to the audit of the College of Agriculture, Biochemistry and Natural Resources: <http://system.nevada.edu/Board-of-R/Meetings/Agendas/November-2/Audit/A-4.pdf>. The audit was received positively and seen as a model of future responses.

Student and Academic Affairs Committee:

- The Committee approved the UNR proposal to reorganize the Bachelor of Science in Geography degree: <http://system.nevada.edu/Board-of-R/Meetings/Agendas/November-2/SAA/ref-SAA-7-11.06.pdf>.
- Program Reviews: As required by Board policy, the committee reviewed first and third year new programs: <http://system.nevada.edu/Board-of-R/Meetings/Agendas/November-2/SAA/ref-SAA-8a-11.06.pdf>, <http://system.nevada.edu/Board-of-R/Meetings/Agendas/November-2/SAA/ref-SAA-8b-11.06.pdf>, <http://system.nevada.edu/Board-of-R/Meetings/Agendas/November-2/SAA/ref-SAA-8c-11.06.pdf>. Additionally, the committee discussed reviewing the process by which reviews are conducted. Proposed changes to the process are expected to be presented at the January 24-25, 2007 Committee meeting.

Board of Regents Meeting

- As a part of the consent agenda, the Summer 2007 Salary Schedule was approved: <http://system.nevada.edu/Board-of-R/Meetings/Agendas/November-2/Consent-Ag/Ref.-C-7.pdf>.
- The Regents were presented with an extended presentation regarding the proposal for an NSHE ERP system. The presentations are here: **(we'll post these on the Senate website)**. The Regents voted to implement a decentralized system however additional details about the system to purchase and the method of implementation have to be made. The Technology Task Force will continue this work to identify a business model for the system as well as the appropriate operating framework for the ERP system.

- The change to NSHE Code regarding degree revocation was passed with a change made to paragraph a in section 6.3.8 to state that the revocation will be pursued only in cases of “material misrepresentation” and a statute of limitations has been established for 7 years. The policy (without the change noted) is here: <http://system.nevada.edu/Board-of-R/Meetings/Agendas/November-2/Main-Board/Ref.-B.pdf>.
- Change to NSHE Code regarding Evaluation and Merit Review policy was passed without changes: <http://system.nevada.edu/Board-of-R/Meetings/Agendas/November-2/Main-Board/Ref.-C.pdf>.
- Change to the NSHE Code regarding Resignations and Leave policies were approved to exclude job abandonment: <http://system.nevada.edu/Board-of-R/Meetings/Agendas/November-2/Main-Board/Ref.-D-1.pdf>.
- Proposed changes to the Millennium Scholarship Core Curriculum: The Regents originally approved a change to the required core curriculum for Millennium Scholarship applicants to have taken 4 years of math effective for 2010. Senator Raggio requested that the change be effective in 2008 instead. After much discussion about the ability of students and high schools, particularly those in rural areas, to meet a 2008 deadline was not possible. The Regents did vote to make the change effective in 2009 with the assurance that the community colleges would work closely with the state school systems to ensure courses are available to students intending to apply for the Millennium Scholarship. Language will be introduced at the January, 2007 Regent’s meeting to allow for an exception to the new core curriculum in cases where the student legitimately is unable to access the adequate courses.
- Regent Jack Scofield was elected to complete the term of Vice Chair that outgoing regent Linda Howard vacated.

December 6, 2006

DRAFT FACULTY “STATEMENT” ON TEXTBOOK POLICY

UNR faculty will endeavor to work with the college bookstore to provide the best possible service to students. The right to select and produce instructional materials is not only central to the principle of academic freedom, but is also important to the delivery of quality instruction. With academic freedom comes the responsibility to minimize both potential conflicts of interest and the costs of instructional materials while maximizing the quality of the educational experience for students.

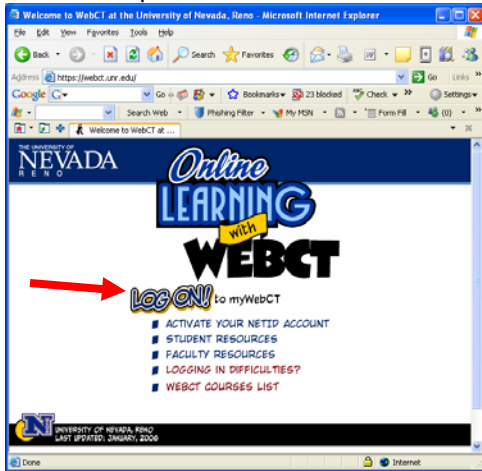
Specific ways in which UNR faculty will be encouraged to minimize the cost to students include:

- **Readopt the same textbook for the life of the edition.** Using the book in subsequent semesters allows the bookstore to purchase these textbooks back as used and allows students to sell the books amongst themselves thus reducing the cost of the textbook.
- **Use library and digital resources.** In some instances students can get necessary educational materials for no cost or a minimal fee in this way.
- **Customize a reader with publishing companies.** In producing a customized textbook, professors should consider putting together only the chapters students will need from a book. This saves the students from paying full price for a textbook.
- **Only order the materials that will be used for the class; if ordering a bundle utilize all components so students get their money’s worth.** If the student is asked to purchase a required textbook make sure the textbook is utilized. If ordering a bundle, make sure all the components are utilized in the class.
- **Encourage publishers to sell bundle components separately.** If the components of the bundle are sold separately, it allows the bookstore to purchase the textbooks during buyback and through wholesalers to help alleviate the high cost.
- **Be sensitive to the pricing. Call the bookstore for a quote of the book’s retail price.** If an instructor knows the cost of a textbook, they will be more sensitive to the high cost issue and can decide if the cost of the materials will benefit the students.
- **Meet bookstore timelines for textbook requisitions.** When faculty meets the deadline for ordering books, the bookstore is able to order them at a lower cost through book buyback programs and used book companies.

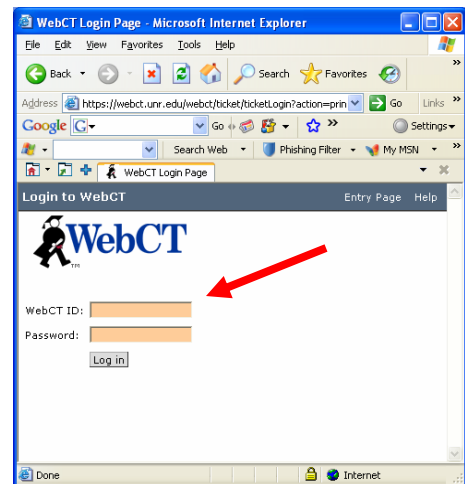
UNR Faculty Senate Meeting
December 13, 2006
Agenda Item #6

Instructions to Access Faculty Senate Discussion Board WebCT

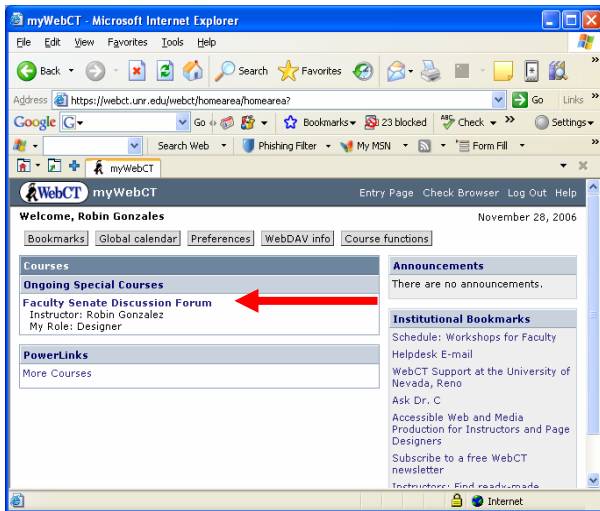
1) Go to: <https://webct.unr.edu/>



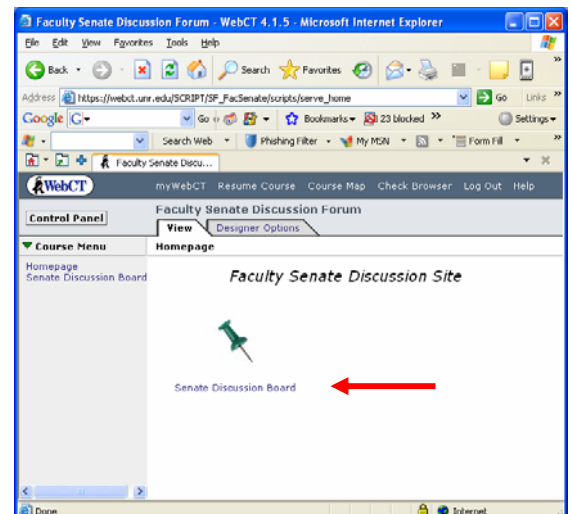
2) Type in your NetID and password



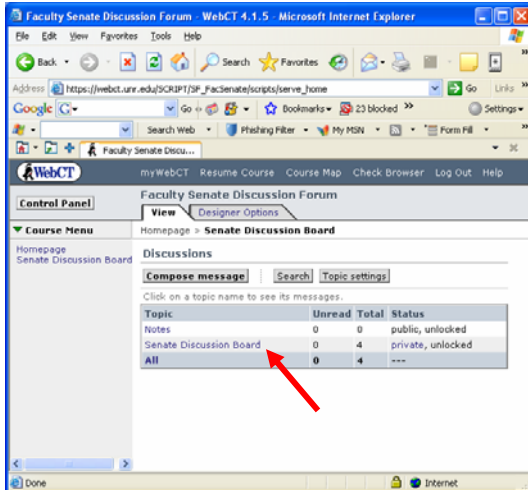
3) Click on Faculty Senate Discussion Forum:



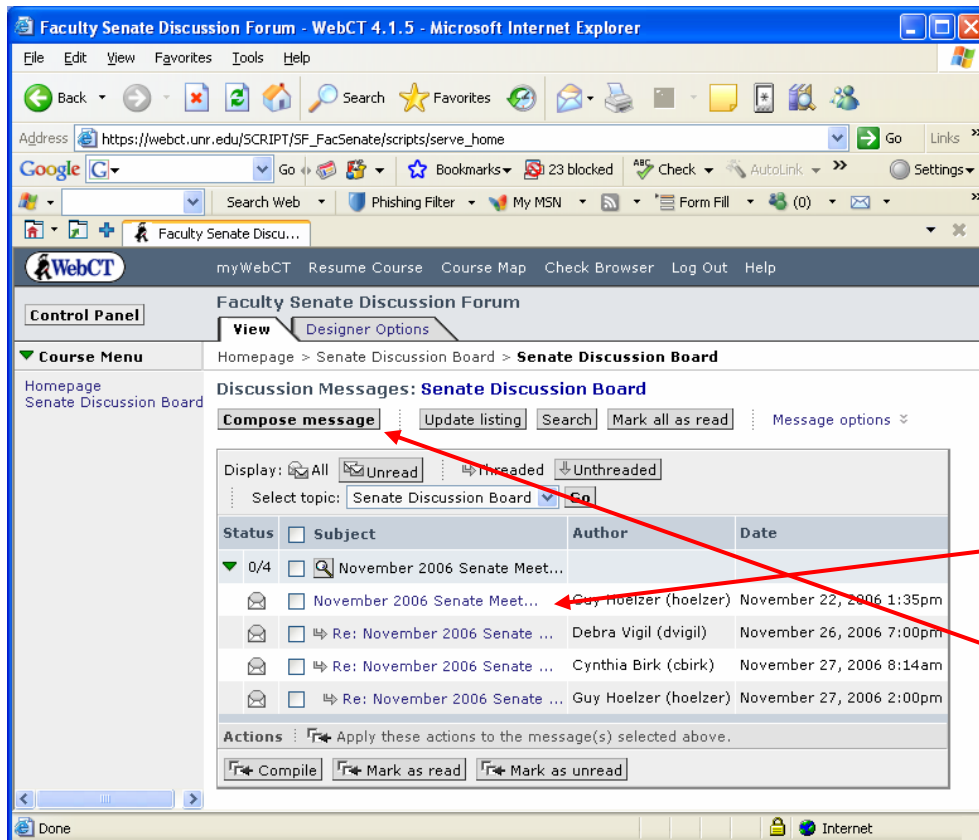
4) Click on Senate Discussion Board:



5) Click on Senate Discussion Board:



6) View and create messages:



Click on subject line to read messages. You can reply to specific messages or compose your own.

University of Nevada, Reno

DRAFT

**“Academic and Administrative Performance Evaluation & Development
Process Objective”**

The University uses the academic and administrative performance evaluation and development process to evaluate, recognize, improve, and sustain quality employee performance within each department, college, school, and division of the University.

Every employee’s contribution is important to the achievement of the University’s mission of teaching, research, and service. Our performance evaluation and development process assists employees and supervisors in setting goals, engaging in professional development activities, and measuring and rewarding success. The process articulates individual goals and achievement in the context of the overall mission of the institution. The university is committed to individual and collective responsibility of the success of the institution by articulating goals, fostering open dialogue and constructive feedback, emphasizing quality performance, and supporting professional development.

28 November 2006 - *includes suggested edits by Executive Faculty Senate*