

EXECUTIVE COMMITTEE MINUTES

Present: Billesbach, Buan, Dawes, Eklund, Gay, Hanrahan, Kolbe, Krehbiel, Minter, Weissling, Woodman

Absent: Dam, Franco Cruz

Date: Tuesday, August 25, 2020

Location: Zoom meeting

Note: These are not verbatim minutes. They are a summary of the discussions at the Executive Committee meeting as corrected by those participating.

1.0 Call (*Buan*)

Buan called the meeting to order at 2:35 p.m.

2.0 Chancellor Green

2.1 Chancellor's Response to Academic Rights and Responsibilities Case

The Executive Committee went into a closed session to discuss the Chancellor's response to a Special Hearing Committee's recommendations on a grievance case.

2.2 Effects of the Cancellation of Fall Sports on Academics

Buan asked what effect the cancellation of fall sports will have on scholarships. Chancellor Green noted that our Athletics department is one of the few self-supporting athletic departments in the country, and we have received money from Athletics to support academics. He reported that the sum total from Athletics this past year was \$27 million: \$5 million is for Husker Scholarships, \$5 million in cash to support university programs (including a portion of ASEM), \$14 million in tuition, room and board for student athletes, and an additional \$3 million in various contract services. He pointed out that if we go a full year without any sports Athletics stands to lose in excess of \$100 million. He stated that Athletics is containing some of its loss through furloughs of employees, the closing of the training table for student athletes for four months, and a reduction in salary for Athletics personnel. He stated that scholarships for student athletes will be continued, but Athletics will need to use some of its cash reserves.

Chancellor Green reported that it is unlikely that Athletics will provide the \$5 million for Husker Scholarships this year, but we will not be removing this committed support from our student scholarship recipients. Instead, these scholarships will be handled differently through remissions or alternative sources of funding. He stated that the loss of funds to support other university services will have to be absorbed, but this will not be in addition to the proposed budget cuts that have already been presented to the Academic Planning Committee.

Billesbach asked if the Pepsi contract will be impacted and what it means for UCARE. Chancellor Green stated that the contract has already been impacted when we went to

remote learning in the spring. He stated that UCARE will still be supported and currently we are controlling any one-time expenses tied to the contract.

Woodman asked if \$14 million for room and board will still be paid. Chancellor Green stated that it would, and we made sure that Athletics' commitment to the student athletes would still be honored. He noted that we could have more student athletes on the roster next year because a year of eligibility is being added for some of the student athletes due to COVID-19.

Chancellor Green stated that we are in a better position than many of our peers who are having to borrow massive amounts of money to balance their budgets, including most with substantial debt service. He noted that if some sports are able to play in the spring, some revenue could be generated to cover some of anticipated losses.

3.0 Digital Learning Center Digital Learning Center for Testing - AVC Judy Walker, CIO Heath Tuttle, CTT Director Nick Monk, IT Academic Technology Director Dave Johnson

Monk reported that the CTT has spent considerable time working on a variety of things to help instructors consider different ways they can assess student performance rather than proctoring exams. He noted that this topic has been raised in workshops and the SOIT conducted by the CTT, and information is also available on the Center's website <https://teaching.unl.edu/>. He pointed out that discussions were held regularly with faculty about using assessment, and it was acknowledged that under certain instances proctoring exams are necessary. He stated that different options were discussed and the CTT is open to suggestions.

Buan reported that the Executive Committee discussed the concerns that have been raised by some faculty and students regarding privacy and security risks when using proctoring software. Johnson pointed out that there are three levels of service provided by proctoring tools: level one the program is downloaded to your computer and it locks down your browser inhibiting your ability to use the browser to find information. He stated that the program can be removed once it is not needed. Level two has artificial intelligence that monitors the student's camera and indicates a red flag if a student is observed speaking to others or looking elsewhere which could indicate cheating. Level three includes a third person watching the student taking the exam and any behavior that looks like cheating would be flagged. The person could also take control of the computer. He stated that the CTT is looking to conduct a pilot study on other proctoring software.

Woodman asked if Respondus was being used already. Johnson stated that we are using Respondus, and pointed out it was less expensive than other proctoring software, but we have found that it doesn't work as well for remote learning and the program is problematic. Woodman noted that he was forced to use Respondus because there were no other alternatives. Tuttle stated that it takes time to purchase another software program and existing contracts have to be adhered to. He pointed out that having a

different proctoring software program is not going to alleviate the pressure on the DLC and we need to find different ways for assessing student work.

Woodman asked if the DLC would be expanded for use of finals this semester. Tuttle stated that there has been discussion about running the DLC for one hour finals Saturday through Wednesday of finals week, although there have not been many requests. He stated that hopefully if it is opened during this time period it will be able to accommodate any requests. Woodman asked if use of the DLC has increased overtime. Tuttle stated that the demand has increased over the last couple of years and a smaller version of the DLC will be opening in the CYT Library on East Campus. Buan stated that a lack of quiet space for students could increase the need for DLC when the students need to focus on taking a test. Johnson stated that projections show an increased use of the DLC in normal situations. If this past spring semester was normal there would have been 80,000 individual reservations, and if spring 2021 was normal it would increase to 120,000 reservations. He noted that current reservations are down considerably.

Buan asked whether there is a plan to accommodate an increased use of the DLC should there be a need for it. Tuttle stated that there are no plans to physically expand the DLC, and pointed out that we have the largest testing center in the Big Ten. He noted that most universities are moving to proctoring software programs, and we are looking at piloting a proctoring program this fall. Buan noted that some of the proctoring software costs students \$6 per exam and asked if the cost would be incurred by the students. Tuttle reported that some schools don't charge the students and his goal is not to put the cost of taking an exam on to the students. He stated that some universities have an exam fee associated with particular courses, while some include an examination fee for students. Walker stated that some universities are charging students for the exam and initially there was resistance, but after four years they accepted the additional cost.

Buan asked if it would be possible to use other space on campus during peak times. Tuttle stated that there are IP restrictions and some of the programs cannot be used over wireless service and have to be hard-wired. Buan suggested having Chromebooks that could be checked out for exam taking, but these computers would have restrictions on how they could be used. Tuttle stated that he likes the idea of the Chromebooks, but he does not know if they are powerful enough to handle some of the software programs that would be needed for some exams. Johnson pointed out that there are no easy solutions which is why input is needed from the faculty. He noted that this is really a cultural change in how we approach student assessment. Weissling asked if consideration has been given to doing a survey to get a sense of what the faculty are interested in. Tuttle stated that this could be something that the Information Technologies and Services Committee could be involved in. Johnson stated that he just arrived here in December and he is looking at different ways we can engage faculty and colleges to get more systematic feedback for planning future needs.

Hanrahan noted that Box is now integrated into Canvas, and asked if the switch to OneDrive will be integrated with Canvas. Tuttle reported that OneDrive will be integrated with Canvas and this fall communication will be coming out about it. He

stated that by July 1, 2021 we will no longer be able to use Box. Woodman asked if things linked in Canvas have to be reloaded. Tuttle stated that they would need to be reloaded, including website links. Hanrahan asked if we can start using OneDrive now in Canvas. Tuttle stated that you can if you log into OneDrive.

Walker thanked the Executive Committee for all of its work and cooperation this summer in helping to prepare the campus for the modified fall semester. She noted that we are in a better place for getting things under control earlier, rather than later.

4.0 Announcements

4.1 Title IX and Student Code of Conduct Policy Changes

Buan reported that the Board of Regents approved changes to the Title IX policies to be in compliance with federal regulations, and approved the proposed revisions to the Student Code of Conduct.

4.2 NU 5-Year Plan

Buan noted that President Carter recently released his [five-year strategy plan for the university](#).

4.3 Report on the Council on Inclusive Excellence and Diversity (Gay)

Gay reported that he and Minter are serving on the Council on Inclusive Excellence and Diversity (CIED) which serves as VC Barker's steering committee. He noted that the CIED has approximately 60 members and most of them have had significant responsibilities for promoting diversity and inclusion, most of which involved activities or celebrations, but there are currently no strategic initiatives. He reported that the CIED did discuss having a planning activity for the fall regarding diversity strategy. He stated that recently a new community for diversity and inclusive excellence has been formed called #NCLUDE, and noted that this is a collaborative community for students, faculty, staff, alums and the greater community to engage in candid conversations about diversity and inclusion. He stated that there was conversation about the large amount of systemic racism that occurs at the university and the Council is eager to learn what these are so it can identify and eventually eliminate them.

Minter stated that the goal for the fall for the Council is to have a number of people who have administrative responsibilities to conduct an audit of diversity and inclusion initiatives and to provide some coordination so there is good communication of the activities that are planned, or effective practices that are occurring. She stated that the CIED is trying to bring the right people together in the hopes of having a more coordinated effort on campus.

Hanrahan pointed out that faculty members of underrepresented groups serve on many committees which often affects their promotion and tenure evaluation, and examining this systemic racism is one of the charges of the Senate's Diversity and Inclusion Committee's responsibilities. Weissling pointed out that faculty members should be allowed to align the apportionment of their duties because of people being asked to do a lot of service work and this should be counted favorably in their evaluation.

4.4 Concluding Forward to Fall Update

Buan noted that the last update from the Forward to Fall Committee was forwarded to the Executive Committee. She stated that any further questions should be directed to the Associate to the Chancellor Zeleny, AVC Goodburn, or VC Wilhelm. She stated that there will be a COVID-19 dashboard reporting the number of cases at UNL. Kolbe asked who will be inputting the data on the dashboard. Buan stated that she is not sure, although she will ask, but the ultimate authority is with the Lincoln/Lancaster County Health Department. Woodman asked if a member of the UNL community gets tested on their own if it gets reported to the university. Buan stated that she knows there was a student who was tested here, but went back to their home state and it was reported first here, and then passed on to the state where the student lives.

4.5 Social Distancing in the Classroom

Buan reported that social distancing in classrooms can be enforced similar to the face mask policy in that if a student refuses to adhere to the social distancing policy they will be asked to leave the class or the class will be cancelled if the student refuses to comply with the policy. She stated that the administration will back up the faculty member in these situations.

4.6 Trump Payroll Tax Reductions

Buan reported that the NU system is working on the implications of Trump's tax deferral and whether it can be an opt-in or opt-out policy. She stated that the campuses will be kept informed of the University's policy.

5.0 Approval of July 28, 2020 Minutes

Hearing no further revisions on the July 28th minutes, Buan asked for approval. The Executive Committee approved the minutes.

6.0 Unfinished Business

6.1 Update on Proposed Revisions to Board of Regents Bylaws

Hanrahan stated that the faculty members of the Ad Hoc Committee to Remove the AAUP Censure and the General Counsel have come to an impasse. He noted that the impasse is about the use of the language referring to administrative leave rather than suspension. Griffin noted that the Senate had passed proposed revisions to the Academic Right & Responsibilities Procedures and proposed a revision to the Regents Bylaws regarding Extension Educators prior to the AAUP censure, and asked whether these could go forward to the Board. Buan suggested that the Executive Committee should discuss how to move forward given the impasse at the next meeting of the Committee.

6.2 Title IX Collaborative

The Executive Committee agreed to ask the Chancellor about how the recommendations of the Title IX Collaborative Group will interface with the Board of Regents recent approval of the changes to the Title IX policies. The Committee agreed to have a meeting with Professor Swearer and the Co-Chairs of the Title IX Collaborative Group along with Associate to the Chancellor Johnson.

7.0 New Business

7.1 Canvas/CTT Syllabus Template Approval and/or Endorsement?

Buan reported that AVC Walker asked the Senate to consider endorsing a syllabus template to assist new faculty members in creating a course syllabus. She stated that the template could be housed on the CTT's website. She noted that she sent the request to the Teaching Council for them to review and provide feedback and reported that most of the members of the Teaching Council were in favor of the template but some suggestions were made and provided to Director Monk of the CTT.

Weissling noted that some colleges have their own additional requirements for syllabi and asked if there has been any discussion with the colleges' curriculum committee. Hanrahan stated that he is concerned that the template could lead to Academic Affairs being in control of the syllabus policy. He pointed out that the curriculum is the purview of the faculty. Buan noted that this would not be a policy, it would just be a tool to assist faculty members.

Dawes, who is a member of the Teaching Council, stated that the Council received the proposal, but there has not been a lot of in depth conversation about it and nothing has been concretely decided. She stated that discussions need to be held before the Council makes a recommendation to the Faculty Senate. She noted that members of the Teaching Council have some of the same concerns as the Executive Committee members.

7.2 Whether to Include Administrators on Faculty email list maintained by the Faculty Senate?

Buan stated that a request has been made to include administrators to the faculty email list maintained by the Faculty Senate. She asked whether administrators should be included. Griffin noted that if administrators are included in the email list they would receive Faculty Senate surveys and other information that is meant exclusively for the faculty. The Executive Committee declined to include administrators on the email list.

Griffin asked the Executive Committee for clarification on who should be included in Senate districts and on the faculty email list. She noted that the Senate Bylaws state that the UNL Academic Assembly is composed of:

3.1.3.1.Composition. The UNL Assembly shall comprise: (1) tenure and tenure- track faculty members with an FTE of .50 or greater (2) non-tenure track faculty members including: Lecturers, Senior Lecturers, Professors of Practice, Research Professors, and Extension Educators holding .50 FTE or greater and having three successive academic years of paid faculty service.

However, she frequently gets asked why someone who is a Director, Associate or Assistant Director is not included in faculty lists. She pointed out that the information provided by Institutional Effectiveness & Analytics lists faculty and administrators separately and Directors at all levels are classified under administration. The Executive

Committee agreed that administrators do not meet the criteria listed in the Senate Bylaws and therefore should not be included.

The meeting was adjourned at 5:26 p.m. The next meeting of the Executive Committee will be on Tuesday, September 1, 2020 immediately following the Faculty Senate meeting. The meeting will be conducted via Zoom. The minutes are respectfully submitted by Karen Griffin, Coordinator and Lorna Dawes, Secretary.