

## Minutes of the UWRF Faculty Senate for October 21, 2004 Vol. 29 No. 5

### Members:

Debra Allyn	Dawn Hukai	Glenn Potts
Robert Baker	Peter Johansson	Cara Rubis
Wes Chapin	Nan Jordahl	(David Trechter)
Dennis Cooper** (Terry Ferriss)	Kristine Karlson	(Alan Tuchtenhagen)
Cari Fealy	Karen Klyczek	(José Vega)
Larry Harred	Steven Luebke	(Rich Wallace)
	Karl Peterson	Barbara Werner

\* Chancellor's Designee

\*\* Absent

() Substitute

**Call to Order:** B. Werner called the meeting to order at 4:05 p.m.

**Seating of Substitutes:** L. Vignona for T. Ferriss, G. Hadley for D. Trechter, S. Egerstrom for A. Tuchtenhagen, M. Phinney for J. Vega, B. Copp for R. Wallace

**Guests:** Brea Beaudoin (Student Voice), Gordon Hedahl (Dean of College of Arts and Sciences), Ruth Wood (General Education)

**Corrections to Minutes:** Chairs Report, item 3, line 3, strike the extra 'e' from 'components'. R. Baker moved and K. Klyczek seconded for approval. The motion passed.

### Chairs Report:

1. Discussion of an **undergraduate leave of absence policy** has been sent to AP&P. Graduate students already have a leave of absence policy.
2. **Search committees** for the Dean of the College of Arts and Sciences and the Dean of Outreach and Graduate Studies have been finalized.
3. **Research, Scholarly, and Creative Activities Day** for faculty and staff will be February 15, 2005.
4. Over 800 students have registered to vote through the **New Voters Program**.

5. Provost G. Coombs will present the annual **Diversity in Education award** that is now named in memory of Chancellor Ann Lydecker in Green Bay.
6. **Homecoming** activities Saturday include the groundbreaking for the Hunt and Knowles Arena addition at 10 a.m. and the dedication of the art installment in honor of Chancellor Lydecker in South Hall at 11:30 a.m.
7. R. Wood provided an update from the **General Education** committee. Five course proposals have passed through the General Education improvement process and seven more, three existing courses and four new courses, will be discussed at the next committee meeting. There has been no flood of course proposals for Gen Ed yet, but if the committee becomes extremely busy it might be necessary for committee members to ask for a day's release to deal with a large number of proposals at once. Math and science submissions were requested for September, and some are still moving through the process. The committee believes it will be on track to consider communication and humanities and fine arts submissions in November. The submission dates provided by the committee are meant to be guidelines to avoid possible delay, not deadlines. Several people have asked what the committee is looking for in columns 2 and 3 of the general education appendix forms. Examples of outcomes and assessment information will be provided at the Assessment Fair on November 4. Column 2 is a place to summarize teaching methods and assignments and to provide a description of course content. Column 3 is a place to provide a clear explanation of the criteria used to evaluate student outcomes and a demonstration of the measure of the outcome beyond simply 'an exam question'. Questions have also arisen about the four items to be included to the extent possible: **critical thinking, written composition, oral discussion, and graphic components**. The extent possible depends on the nature of the course. The evaluation worksheet used by the Gen Ed committee includes student outcomes, assessment methods, and the inclusion of the four items. The committee may request more information if any area appears unbalanced. The first page of the evaluation sheet includes the basic requirements of all Gen Ed courses, while the second page focuses on the specific requirements of the relevant Appendix. The language in the criteria is slightly different than in the general items. Assessment data that demonstrate outcomes are also requested. The committee expects that assessment will be developed as the course is offered, but the beginning of the process of development must be documented now, tentatively approved, and then updated over time. The **evaluation worksheet** also asks that the inclusion of critical thinking, writing, speaking, and graphic components each be indicated on a five-point scale. The expectation is that in five years all Gen Ed courses will incorporate some degree of critical thinking, writing, speaking, and graphics. Not all techniques will be appropriate for every class, for example, in a class of 90 students large group discussion is nearly impossible, but having the students pair-share would incorporate speaking and critical thinking. G. Potts asked for explicit examples and that answers given to other course developers be made available to everyone. R. Wood stated that examples would be available at the **Assessment Fair on November 4**, and that many different content areas are being

formalized and will be clarified soon. B. Werner said that R. Wood's visit to the SCTA department led to helpful feedback. R. Wood noted that generic statements are more difficult to create than answers to specific appendices.

R. Baker congratulated the Gen Ed committee for moving forward on a difficult task, but perceives the committee to be about one month behind schedule and still in the process of refining the criteria for courses currently under consideration. He suggested that **postponing the implementation of the new Gen Ed** until Fall 2006 might be necessary to avoid chaos and student transfers if there is expected to be a shortage of course sections and seats in Fall 2005. R. Wood said that she feels the timeline can be met through the campus as a whole moving up the learning curve as the process continues, and the committee will continue to meet at least two hours every Friday. She noted that no department is in radical upheaval over the change. The committee is not ready to postpone implementation, but the possibility may be considered in January if the number of expected freshmen and total Gen Ed seats do not match. G. Potts asked if the committee was currently keeping track of the numbers of sections and students in each proposed section. R. Wood said that information would be provided to the committee by the Registrar's Office in January. G. Potts stated that Fall 2005 schedules are being developed now. N. Jordahl explained that the university is also moving into a new catalog year in Fall 2005 and it could be easiest to postpone the Gen Ed implementation now and then update the printed catalogs with stickers if the process catches up with the planned timeline. The catalog information must be finalized in January to print the catalogs in time for summer registration, but the process is currently in limbo with substantial bureaucratic steps to be completed before January. B. Copp expressed concern that the committee is now dealing with relatively straightforward courses, but the interdisciplinary and ethics courses will be more difficult to evaluate and numerous sections will be required. R. Wood noted that current students fall under the previous Gen Ed framework, while only new and transfer students entering next fall will be under the new Gen Ed system. B. Werner expressed concern that phasing out the capstone courses may occur faster than the students who need the courses graduate. R. Wood noted that AP&P is responsible for putting academic programs in place. N. Jordahl asked why Fall 2005 was set as the deadline to implement the new Gen Ed. R. Wood said that Fall 2005 was the ideal time set by the Provost, and even that semester was one year behind the original projections. G. Hedahl said that the university is five years behind in its review of Gen Ed. P. Johansson asked that Gen Ed act with a sense of urgency, because Fall 2005 schedules are due from College of Arts and Sciences department chairs on December 1. Many departments are directly affected by the changes, and a transition timetable is needed.

8. The Chancellor signed motion 04/05/3 that applies the **diversity requirement** to all students entering or reentering after December 26, 2004.
9. **B. Werner will be off-campus** for approximately one week and will return on Monday, November 1.

**Secretary's Report:** None

### Old Business:

1. R. Baker moved and P. Johansson seconded for approval of the motion from Faculty Welfare and Personnel Policy to **revise recruitment and initial appointment policies**. B. Copp explained that senators had been provided the old copy with deleted and changed items indicated with strikes and a clean new copy. K. Peterson asked if new faculty are hired into a specific department or a specific program. G. Hedahl provided the Marketing Communications academic unit as an example of a program. P. Johansson asked for clarification of the term academic unit. G. Hedahl said that some faculty are housed in departments, others in academic units. G. Potts said that academic units are the functional equivalent of a department. B. Copp noted that the term academic unit had not been purposely stricken, and the state statute used as a guide had used the term department. W. Chapin made a friendly amendment to reinstate the academic unit language wherever the department is referenced in the policy as department/academic unit. R. Baker and P. Johansson accepted the friendly amendment. The motion passes.

### New Business:

1. D. Allen moved and K. Peterson seconded a motion from AP&P to approve the new **International Studies major**. W. Chapin described the background of the effort over the past ten years, starting with approximately six students in the International Studies minor to begin with, and the minor grew over time. Students have transferred away from UWRF to complete majors in International Studies at other universities. W. Chapin recognized B. Milam, G. Coombs, N. Splett, D. Trechter, J. Brux, C. Kilian, O. Rogers, M. Albert, C. Bustamante, C. Rader, and others who have contributed to the major program development process over time. The major program includes courses from every college and a study abroad component. The budget has been established as \$5,000 in the first year and another \$5,000 in three years. The major has passed through the appropriate faculty governance process on campus, all Deans have signed off on the program, and two external reviews have led to positive reports. A review by a system representative and the approval of the Board of Regents are the next steps in the process. P. Johansson asked if the **required supporting coursework** in a foreign language and the international experience requirement could be numbered as requirements 3 and 4 within the major explicitly and that (14 credits) be added to the foreign language requirement on page 9 of the proposal. W. Chapin responded that AP&P had requested a 36 credit major and there are also discrepancies with the number of credits that students transfer in for foreign language. P. Johansson noted that the transferred amount usually turned out to be higher than 14 credits. W. Chapin asked if the (14 credits) detail was necessary since the 'must' in the supporting coursework statement is equivalent to an explicit requirement. G. Hedahl noted the (14 credits) would increase the credits to major to 50 credits. K. Peterson asked if additional explanation of categories A-G was needed on page 16 of the proposal. W. Chapin explained that the categories were the same for the major and minor and were already made explicit in the minor description. G. Potts asked if an academic unit for the program had been established and responsibilities described. W. Chapin stated that the International Studies Advisory committee functions as the academic unit/working department in the College of Arts and Sciences under the structure established by Provost Milam. G. Hedahl said the unit had been formalized in a manner similar to the process for Marketing Communications. P. Johansson asked about

the functional equivalent of department chair, and G. Hedahl answered that it was the chair of the advisory committee. The motion passes.

2. R. Baker moved and K. Peterson seconded to approve the Resolution on **Inclusivity**. B. Werner noted that similar resolutions had been passed by most Faculty Senates in the UW System, and it emphasizes inclusivity with regard to areas of compensation. The motion passes.
3. The motion from AP&P to approve the **Master of Science in Education – Professional Development** has been postponed until the next meeting when a representative will be available.
4. The motion from AP&P to change program requirements for the **TESOL major** has been postponed until the next meeting pending the determination of an effective date.
5. The motion from the **Grievance and Appeals** committee to remove the Equity and Compliance Officer from the Grievance and Appeals committee had its first reading.

**Adjournment:** W. Chapin moved and K. Peterson seconded to adjourn the meeting at 5:07 p.m. The motion carries.

Respectfully submitted

Dawn Hukai  
Secretary of the UW- River Falls Faculty Senate