September 19, 2016

To:    Dean Van Galen, Chancellor
        116 North Hall
        University of Wisconsin-River Falls

From:  Mialisa Moline, Chair
        Faculty Senate
        University of Wisconsin-River Falls

Re:    UWRF Faculty Senate Motion 2016-17/29

The following motion was approved unanimously, with 18 in favor, 0 opposed, and 0 abstentions by the Faculty Senate on September 14, 2016:

A motion from the Faculty Senate Executive Committee (Mialisa Moline, Chair) to approve the 2016-2017 Committee Charges (see attached).

Approved

Disapproved

Dean Van Galen, Chancellor

Date 9/12/16
On the authority of

The Executive Committee

Of the

Faculty Senate

of

UWRF

STANDING COMMITTEE CHARGES

2016-2017
Academic Program and Policy Committee

- Articulate for Faculty Senate 1) the effects of recent budget changes on the AP&P Committee (such as increases in pressure on the committee to approve proposed changes or de facto changes), 2) the committee’s commitment to ensuring program quality at UWRF, and 3) *try* to craft some sort of strategy as to how the committee can best respond in the first item in order to ensure the second item. Deadline: end of fall semester, 2016.

- In conjunction with UCC and GCCC, create a policy\(^1\) that defines the difference between face-to-face, hybrid, and distance classes – this needs to be codified in terms of labeling and contact hours so they can be documented – rel. to HLC (see attached, and give this top priority, as timing is a concern here due to the upcoming HLC visit) Contact: Wes Chapin

- (after the above item is accomplished) – lead an initiative, with assistance from and conferral with GCCC &UCC, to revise the course transmittal form to add generic language about the differences between face-to-face, hybrid, and online courses. Be sure to address the issue that the checkbox should let people check all that apply – ftf, hybrid, online. The language defining these different terms should appear on the form.

- In consultation with the Academic Standards Committee, develop a policy setting a minimum number of credits for a minor. Consider: with the recent elimination of a “required” minor, several people are now inquiring about “certificate programs.”

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.

\(^1\) Include attachment from Wes Chapin about modes.
Academic Standards Committee

- Develop a policy on how UWRF will incorporate an internal review of recommendations from organizations like the NCCRS that conform to ACIS 6.0 UW System Undergraduate Transfer Policy (V.C. pg. 10) as it relates to the granting of credit for prior learning – rel. to HLC (Contacts: Wes Chapin and Dawn Hukai)  

- In consultation with the Academic Program and Policy Committee, develop a policy setting a minimum number of credits for a minor. Consider: with the recent elimination of a “required” minor, several people are now inquiring about “certificate programs.”

- In light of the new double-counting of courses rule and recent changes to the general education array, revisit the policy on program change rules to see if it needs revision. If so, submit the committee’s recommendations for revision. If not, take no action.

- In light of the new double-counting rules, review and assess the need for a new policy statement that addresses students who wish to double major in similar programs (like Math and Math Ed). If so, recommend said policy. If not, take no action.

- Assess the possibility of tenured faculty at UWRF wearing a UWRF “tenured” lapel pin at commencement and give a recommendation one way or the other, yea or nay. This lapel pin is currently undergoing design and will be distributed (when received) to the tenured faculty at UWRF regardless of this committee’s recommendation. Once the design is finalized by the Executive Committee, it will be shared with the Academic Standards Committee for informational purposes as they consider this charge.

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.

- Review your committee structure (membership) to recommend any appropriate changes (for eliminated positions like the Assistant to the Chancellor for Equity, Diversity and Inclusion and possible replacements or title changes as appropriate).

- Consider a revision to the Faculty Handbook in the appropriate section to include the requirement of a syllabus for all courses.

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2 Include attachment from Dawn Hukai
Advising Committee

- Prepare a short report for the Faculty Senate regarding the effects of recent budget changes and UW System policy changes on advising at UWRF: Where were we; where are we now; which changes have we undergone that have been valuable and should be kept; which changes have we undergone that are not valuable and that we would like to discard in the future; and what have we lost that we would like to see returned? Deadline: end of fall semester, 2016.

- Evaluate the advising system at UWRF and recommend any changes we might need to make in light of the recent budget changes. (A new consideration is in possible motion. See the 2020FWD initiative from Ray Cross, presented at the August, 2016 Board of Regents meeting.)

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.
Affirmative Action Advisory Committee

- Prepare a short report for the Faculty Senate regarding the effects of recent budget changes and UW System policy changes on affirmative action at UWRF. Where were we, where are we now, which changes have we undergone that have been valuable and we should keep, which changes have we undergone that are not valuable and we would like to discard in the future, what have we lost that we would like to see returned? Deadline: end of fall semester, 2016.

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee's history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.

- Review your committee structure (membership) to recommend any appropriate changes (for eliminated positions like the Assistant to the Chancellor for Equity, Diversity and Inclusion and possible replacements or title changes as appropriate).
Assessment Committee

- First, AP&P, UCC, and GSCC will define the difference between face-to-face, hybrid, and distance classes – the differences will be codified in terms of labeling and contact hours by AP&P/UCC/GSCC so they can be documented – rel. to HLC
  - Note: This is not a committee charge for Assessment Committee. It is a charge for AP&P/UCC/GSCC that must occur before the following charge may take place.
- Develop an assessment process for the various modes of course delivery to show consistency in quality and learning goals, ideally to be placed in the Policy Handbook.
- In consultation with the General Education and Undergraduate Requirements Committee, develop a policy that codifies how UWRF will assess the general education array as a program, on the whole (from a programmatic view rather than a course-level review). Contact: Wes Chapin
- Revise this committee’s duty (d) in order to clearly differentiate between individual gen-ed course assessment and full array assessment of general education (as a sort of program) at UWRF.
- Revise this committee’s duty list to conform to PP-PAR
- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.
Athletic Committee

- Prepare a short report for the Faculty Senate regarding the effects of recent budget changes and UW System policy changes on athletics programs at UWRF. Where were we, where are we now, which changes have we undergone that have been valuable and we should keep, which changes have we undergone that are not valuable and we would like to discard in the future, what have we lost that we would like to see returned? Deadline: end of fall semester, 2016.

- Review your committee structure (membership) to recommend any appropriate changes (for eliminated positions like the Assistant to the Chancellor for Equity, Diversity and Inclusion and possible replacements or title changes as appropriate).
Calendar Committee

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those realistically be filled. Consider the committee's history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.
Disability Advisory Committee

- Prepare a short report for the Faculty Senate regarding the effects of recent budget changes and UW System policy changes on disability services at UWRF. Where were we, where are we now, which changes have we undergone that have been valuable and we should keep, which changes have we undergone that are not valuable and we would like to discard in the future, what have we lost that we would like to see returned? Deadline: end of fall semester, 2016.

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.

- Review your committee structure (membership) to recommend any appropriate changes (for eliminated positions like the Assistant to the Chancellor for Equity, Diversity and Inclusion and possible replacements or title changes as appropriate).
Diversity and Inclusivity Committee

- Prepare a short report for the Faculty Senate regarding the effects of recent budget changes and UW System policy changes on diversity and inclusivity at UWRF. Where were we, where are we now, which changes have we undergone that have been valuable and we should keep, which changes have we undergone that are not valuable and we would like to discard in the future, what have we lost that we would like to see returned? Deadline: end of fall semester, 2016.

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee's history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.

- Review your committee structure (membership) to recommend any appropriate changes (for eliminated positions like the Assistant to the Chancellor for Equity, Diversity and Inclusion and possible replacements or title changes as appropriate).
External Relations Committee

- Articulate to the Faculty Senate how duty (a) for this committee is working out.
- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.
- Continue to articulate and put into place strategies to educate the public about the impact of changes in the budget and tenure and shared governance on students, staff, and faculty.
Faculty Compensation Committee

- Address the audit issue in the 100K motion to see if the original motion needs revised
- Recommend either the merit process or the CUPA method for the one-time lump-sum distribution
- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.
- Review your committee structure (membership) to recommend any appropriate changes (for eliminated positions like the Assistant to the Chancellor for Equity, Diversity and Inclusion and possible replacements or title changes as appropriate).
- IF/WHEN the AP&P, UCC, and GSCC committees act on their HLC recommendations for policies approving online/hybrid/face-to-face courses, the Faculty Compensation Committee should address the following charge AFTER those policies are approved:
  - Clearly differentiate between face-to-face, hybrid, and online course pay for faculty, particularly in, but not limited to, summer and J-Term sessions.
Faculty Hearing, Grievance, and Appeals Committee

- None
Faculty Welfare and Personnel Policies Committee

- Explore the feasibility of instructor evaluations going back to an in-class administration, but using an electronic format instead of paper – is it possible, and if so, should we go there? Contact: David Trechter (he has begun discussions with DoTS over the summer and kept the Faculty Senate Chair informed)

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.

- Review your committee structure (membership) to recommend any appropriate changes (for eliminated positions like the Assistant to the Chancellor for Equity, Diversity and Inclusion and possible replacements or title changes as appropriate).
General Education and University Requirements Committee

- First, AP&P, UCC, and GSCC will define the difference between ftf, hybrid, and distance classes – the differences will be codified in terms of labeling and contact hours by APP/UCC/GSCC so they can be documented – for the HLC
  - Note: This is not a committee charge for the General Education and University Requirements Committee. It is a charge for AP&P/UCC/GSCC that must occur before the following charge may take place.

- In consultation with the Assessment Committee, develop a policy that codifies how UWRF will assess the general education array as a program, on the whole (from a programmatic rather than a course-level review). Contact: Wes Chapin

- Prepare a short report for the Faculty Senate regarding the effects of recent budget changes and UW System policy changes on general education at UWRF. Where were we, where are we now, which changes have we undergone that have been valuable and we should keep, which changes have we undergone that are not valuable and we would like to discard in the future, what have we lost that we would like to see returned? Deadline: end of fall semester 2016.

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.
Graduate Studies Curriculum Committee

- In conjunction with AP&P and UCC, define the difference between ftf, hybrid, and distance classes – this need codified in terms of labeling and contact hours so they can be documented – for the HLC. Contact: Wes Chapin

- (after the above item is accomplished) – assist/confer with AP&P and UCC to revise the course transmittal form to add some generic language about the differences between ftf, hybrid, and online courses

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.

3 Include attachment from Wes Chapin about modes.
International Programs Committee

- Prepare a short report for the Faculty Senate regarding the effects of recent budget changes and UW System policy changes on international programs at UWRF. Where were we, where are we now, which changes have we undergone that have been valuable and we should keep, which changes have we undergone that are not valuable and we would like to discard in the future, what have we lost that we would like to see returned? Deadline: end of fall semester, 2016.

- In light of recent changes to the Modern Language Department, revisit this committee’s duty list to see if it needs revision

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. March 1, 2017.
Learning Resources Committee

- Prepare a short report for the Faculty Senate regarding the effects of recent budget changes and UW System policy changes on learning resources at UWRF. Where were we, where are we now, which changes have we undergone that have been valuable and we should keep, which changes have we undergone that are not valuable and we would like to discard in the future, what have we lost that we would like to see returned? Deadline: before the end of fall semester, 2016.

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.
Recruitment, Admissions, and Retention Committee

- Research the non-counting of new summer-enrolled transfer students (Contact: Tricia Davis) – is this a faculty senate issue or not? Report a yes or no determination to the Executive Committee.

- Investigate the benefits and detriments of the target enrollment bonus/penalty policy, its history, and general information about this approach to incentivizing enrollment increases. Do we think it is beneficial? Detrimental? Is it the “right” approach, or is there something else we might do instead? Contact: Deans of all four colleges. Report informational findings to the Executive Committee.

- Prepare a short report for the Faculty Senate regarding the effects of recent budget changes and UW System policy changes on recruitment, admissions, and retention at UWRF. Where were we, where are we now, which changes have we undergone that have been valuable and we should keep, which changes have we undergone that are not valuable and we would like to discard in the future, what have we lost that we would like to see returned? Deadline: end of fall semester, 2016.

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.
Sustainability Working Group

- Prepare a short report for the Faculty Senate regarding the effects of recent budget changes and UW System policy changes on the sustainability initiative at UWRF. Where were we, where are we now, which changes have we undergone that have been valuable and we should keep, which changes have we undergone that are not valuable and we would like to discard in the future, what have we lost that we would like to see returned? Deadline: before the end of fall semester, 2016.

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.
Technology Council

- Prepare a short report for the Faculty Senate regarding the effects of recent budget changes and UW System policy changes on technology at UWRF. Where were we, where are we now, which changes have we undergone that have been valuable and we should keep, which changes have we undergone that are not valuable and we would like to discard in the future, what have we lost that we would like to see returned? Deadline: end of fall semester, 2016.

- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.
Termination Committee

- Discuss and recommend a way to realistically elect a committee chair yearly, preferably in late spring for the following academic year.
University Curriculum Committee

- Develop a policy on the cross listing of courses as they go through the approval process – for the HLC. Contact: Wes Chapin
- In conjunction with AP&P and GSCC, define the difference between ftf, hybrid, and distance classes – this need codified in terms of labeling and contact hours so they can be documented – for the HLC⁴ Contact: Wes Chapin
- (after the above item is accomplished) – assist/confer with GSCC & AP&P to revise the course transmittal form to add some generic language about the differences between ftf, hybrid, and online courses.
- Review your committee structure (membership) to reassess the role of student seats in terms of need and whether those seats can realistically be filled. Consider the committee’s history and possible recruitment options if these seats are recommended to be kept. Recruitment options should define clearly the benefits for the students who do participate as well as for the student body overall. Deadline: March 1, 2017.

⁴ Include attachment from Wes Chapin about modes
Executive Committee

- When we receive the AP&P/UCC/GSCC motions regarding the two HLC issues they are to address, we should try to concurrently address the wish to expedite a process to approve existing courses that are approved FTF to also be taught online or hybrid. We could potentially model this motion after the “change in prerequisites” motion from 2015-16 where we expedited the process. This motion should only address currently approved courses in that it would approve delivery mode changes only.

- Prepare a report for Student Senate based on committee responses to charge to consider student seats in their committee membership

- Solicit reports from department and program chairs regarding the losses they have sustained due to the budget crisis; request these reports be turned in by the end of fall semester, 2016

- Prepare a report for Senate and Administration regarding budget cuts issue