April 24, 2018

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 2017-18/107

The following motion was approved with 17 in favor, 0 opposed, and 0 abstentions by the Faculty Senate on April 3, 2018:

Motion from the Executive Committee (Mialisa Moline, Chair) to approve the attached revisions to Chapter 2 of the Faculty and Staff Handbook.

☑ Approved

☐ Disapproved

Dean Van Galen, Chancellor  
4/25/18  
Date
ALL CHAPTER CHANGES

1. Every page has title in header on first page only
2. All headings have a tab in table of contents
3. All body text: Arial in black size 9.5
4. Spacing between lines: 1.15
5. Margins: 0.5
6. Heading 1: Arial in red size 13
7. Heading 2: Arial in red size 12
8. Heading 3: Calibri Light in black, bolded size 12
9. Heading 4: Calibri Light in black, italicized size 11
10. Heading 5: Calibri Light in red size 11
11. All paragraphs lined up with the tab that the information is contained in.
12. All Tables: Calibri Light size 10 font
13. Changed all [FS 00/01-0] to [FS 00/01 #0] for better clarity
14. All chapter 0 is listed as Contents

CHAPTER 2 ADMINISTRATIVE ORGANIZATION CHANGES

2.0 Contents

1. Changed name of 2.0 from Administrative Organization to Table of Contents Administrative Organization to match Ch. 1
2. Changed name of 2.5 from Associate Vice Chancellor for Student Affairs to Assistant Chancellor for Student Affairs to correct title
3. Made changes to 4.1.10 to reflect FS Motion 46 JM
4. Formatted all headings and subheadings to match Ch. 1 Contents page
5. Changed 2.8.6.1-8 to have correct numerical sequence, previous was missing 2.8.6.6.
6. Added to match information in each chapter (in correct numerical sequence):
   2.3.1.3.2 Graduate Program Directors
   2.3.1.3.3 Graduate Program Committees (Thesis, Research Paper, Capstone Experience)
   2.7.4 Dean, College of Business and Economics 2.7.5 Dean, College of Education and Professional Studies
   2.7.6 Dean, College of Arts and Sciences 2.7.7 Dean, College of Agriculture, Food, and Environmental Sciences
   2.7.8 Executive Director for Facilities Planning and Management 2.7.9 Athletic Director
2.8.16 Dykstra and Wurtz Awards Committee

2.8.16.1 Charge

2.8.16.2 Membership and Terms

2.8.17 Distinguished Teacher of the Year Committee

2.8.18 Advisor of the Year Committee

2.8.18.1 Charge

2.8.18.2 Selection Procedure

2.8.19 PP-PAR Engagement Committee

2.8.19.1 Charge

2.8.19.2 Membership

2.8.19.3 Terms

2.8.20 Wisconsin in Scotland/Experience Scotland Committee 2.8.21 Experience Puebla Committee

2.1 Introduction

1. No organizational chart found

2. No content changes

2.2 Chancellor

1. Wis Statutes listing correct

2. No content changes

2.3 Provost and Vice Chancellor for Academic Affairs

1. Content for 2.3.2 Academic Colleges consider updates alongside Academic Organization

2. No content changes

2.4 Assistant Chancellor for Business and Finance

1. No content changes

2.5 Associate Vice Chancellor for Student Affairs

1. Changed title of 2.5 from Associate Vice Chancellor for Student Affairs to Assistant Chancellor for Student Affairs to correct title

2. Changed first line of text in 2.5 from Associate Vice Chancellor for Student Affairs to Assistant Chancellor for Student Affairs to correct title

1-3. River Falls 4 Children (RD4C) to River Falls 4 Children (RF4C)
2.6 Executive Director of Facilities Planning and Management

1. Consider updating 2.6.2 Custodial Services with correct square footage including Falcon Center (if not done already)
2. 2.6.3 Falcon Center: is there any other information?
3. No content changes

2.7 Chancellor’s Committees

1. 2.7.4-2.7.9 no content listed but had a title, consider updating
2. 2.7.2: Changed Associate Vice Chancellor for Student Affairs to Assistant Chancellor for Student Affairs to correct title
3. 2.7.3 No content changes

2.8 Administrative Committees

1. Motion listed FS 12/13 #105 states that the information should be in section 2.6.1 and should be 2.8.1
2. Where was the new information in 2.8.1 from? Motion doesn’t state update.
3. 2.8.5 Experience China Committee added information from FS motion 69 JM
4. 2.8.6.2 lists a FS motion that has no updated information, just that a change was approved
5. 2.8.12.12 No content listed, added: The committee is established with Wisconsin Governor’s Executive Order #194, 1994. (Listed in FS motion documentation)
6. Changed 2.8.14.1-3 to match motion FS 12/13 #93:
   - 2.8.14.1 Membership
   - 2.8.14.2 Terms
   - 2.8.14.3 Duties
7. Is there a motion for 2.8.15?
8. Changed 2.8.16 from Motion 14/15 #37 to FS 14/15 #37 for consistency. The way information is listed in the motion differs than what is listed in the chapter. Will this need to change?
10. Information listed in FS 15/16 #8 differs from what is written in chapter (2.8.19)
11. 2.8.20 Experience Scotland Committee added information from FS motion 70 JM
12. 2.8.21 Experience Puebla added information from FS motion 71 JM
13. 2.3.4 changed wording to reflect FS motion 2017-18-68 JM
14. 2.8.17 deleted reflecting FS motion 60 JM