September 29, 2017

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 2017-18/26

The following motion was approved unanimously, with 21 in favor, 0 opposed, and 0 abstentions, by the Faculty Senate on September 20, 2017:

A motion from the Faculty Senate Executive Committee (Mialisa Moline, Chair) to approve the 2017-2018 Committee Charges (see attached file).

Approved

Disapproved

Dean Van Galen, Chancellor

Date
On the authority of

The Executive Committee

Of the

Faculty Senate

of

UWRF

STANDING COMMITTEE CHARGES

2017-2018
Academic Program and Policy Committee

- Review and recommend an outcome on the request from the MarComm Steering Committee to require a minor for the CAFES MarComm track (not the CAS track). Contact: David Trechter
- Continue your duties as defined in the Faculty and Staff Handbook

Academic Standards Committee

- Draft a statement or guideline (for student organizations) regarding the wearing of sashes and cords at commencement.
  - Consider the requirement of faculty senate approval before wearing sashes to commencement
  - Consider a process for requesting approval from Faculty Senate (and perhaps a request form)
  - Consider faculty’s emphasis on academic achievement in the approval process
  - Consult with Sheri from the Falcon Shop.
  - Research a few peer institutions’ commencement ceremonies in this regard.
- Update the final exam description in the handbook. Clarify – what constitutes a final exam? (final presentations/projects/papers, or just “written during the exam period” – contact Alex Tupan, Chair of UCC and the Executive Committee with the outcome of this charge.
- Continue your duties as defined in the Faculty and Staff Handbook

Advising Committee

- Investigate and record the different colleges’ advising practices and policies. Specifically, how does advising impact faculty and academic staff workloads, what are the typical workloads, what are the minimum and maximum workloads, and how do advising policies impact other duties of faculty and staff.
- Identify how advising policies and practices have changed as a result of budget cuts and renewed efforts at retention.
- Identify what metrics, if any, are being used for evaluating advising.
- Continue your duties as defined in the Faculty and Staff Handbook

Affirmative Action Advisory Committee

- Explore and discuss the options available/feasibility of expanding UWRF efforts in identifying gaps, needs, or concerns regarding affirmative action.
- Explore and discuss the options available/feasibility of expanding UWRF efforts in designing and implementing affirmative action programs
- Continue your duties as defined in the Faculty and Staff Handbook

Assessment Committee

- Discuss the feasibility of each of the following options and make a recommendation to the Executive Committee regarding:
  - Requesting the addition of an assessment committee presence to the PP-PAR Audit and Review Committee
Adding to your duties the task of contacting chairs on the assessment cycle in a given year with details of the assessment committee’s discussions before the program goes before the PP-PAR Audit and Review

- Continue pursuing the details of gen ed assessment with the chair of GEUR. Deadline: Nov. 1
- Continue your duties as defined in the Faculty and Staff Handbook

Athletic Committee
- Continue your duties as defined in the Faculty and Staff Handbook

Calendar Committee
- Continue your duties as defined in the Faculty and Staff Handbook

Disability Advisory Committee
- Continue your duties as defined in the Faculty and Staff Handbook

Diversity and Inclusivity Committee
- Continue your duties as defined in the Faculty and Staff Handbook

Executive Committee
- Consider drafting a policy that states new policies shall be implemented from the start of the following academic year, unless the policy articulates a specific date for implementation, which would be, at the earliest, once the Chancellor has approved the policy by signing it. Should these policies be updated in the handbook as soon as possible after the Chancellor’s approval? Rationale: Given that there is no date of implementation attached to motions, and that posting of approved motions might not appear until the handbook is able to be updated, there’s a possibility of newly enacted policies not being used until a lag time after they have been passed. That creates a potential situation where two department could be following different sets of rules. Moreover, while faculty senators are aware of what is being decided at our meetings, some faculty say that they are not aware of many of the decisions that Senate is making.
- Continue your duties as defined in the Faculty and Staff Handbook

External Relations Committee
- Articulate to the executive committee how duty (a) is working out for this committee
- Continue your duties as defined in the Faculty and Staff Handbook

Faculty Compensation Committee
- Review and consider revising the 7.6 Salary Adjustment Plan. Discuss the distribution method of the allocation from the perspective of the CUPA calculation, a merit approach, or some combination. Consider the feasibility of adding flexibilities into the plan for post-tenure review, college-based merit, and internal salary compression issues. Consider simplifying the process. Seek input from the Faculty Welfare Committee (Doug Margolis, Chair).
• Update/revise 5.1.1.5 Department Chairs Compensation Policy to more accurately reflect the current workloads of department chairs. This policy is out of date. Specify exactly how chair compensation is calculated (size of department). Also specify whether the department size is calculated each year or each time a new chair is elected/appointed. Keep in mind that setting a particular dollar amount in policy sets that amount for an indeterminate period of time as well. Seek input from the Faculty Welfare Committee (Doug Margolis, Chair).

• Offer a recommendation regarding the 15% reserve the chancellor usually holds from pay plan increases (for merit/compression/inversion) to the Executive Committee so they can make a clear recommendation to the chancellor for the implementation of the 2+2 pay plan currently under review by the Wisconsin Legislature. October 15 deadline.

• Recommend that faculty either use the previous iteration of merit review or recommend a new approach (for the first upcoming merit review required after receipt of this charge only). Seek input from the Faculty Welfare Committee (Doug Margolis, Chair).

• Investigate the 2/9th rule. Is it necessary for our campus to follow it? If necessary, develop a policy that requires administrators to obtain permission for faculty and staff to exceed the 2/9ths rule prior to requesting any additional work that would be likely to exceed it. In other words, develop a policy that states employees shall be paid for all work that they perform and that rules like the 2/9ths rule are not the responsibility of the employee, but rather the responsibility of supervisors.

• Continue your duties as defined in the Faculty and Staff Handbook.

Faculty Hearing, Grievance, and Appeals Committee

• Continue your duties as defined in the Faculty and Staff Handbook.

Faculty Welfare and Personnel Policies Committee

• Offer the Faculty Compensation Committee input regarding their consideration of a revision of 5.1.1.5 Department Chairs Compensation Policy.

• Offer the Faculty Compensation Committee input regarding their consideration of a recommendation regarding merit review process.

• Offer the Faculty Compensation Committee input regarding their consideration of changes to the Faculty Adjustment Plan.

• Review and revise 6.6.2 such that “regularly evaluated” has an actual timeline attached to it. Yearly? Biannually? Every third semester? Consider including a reporting process.

• Review and discuss/consider the six recommendations offered to your committee from the ad hoc Distance Education Committee (released 8/17) Make recommendations for policy changes as the committee finds appropriate.

• Review the UW System nepotism policy and determine whether or not UWRF needs something added to the Handbook.

• Investigate what efforts, if any, are being applied on campus to improve morale and what additional steps could be taken.

• Investigate how workload and compensation inequities impact faculty and staff on campus.

• Continue your duties as defined in the Faculty and Staff Handbook.
General Education and University Requirements Committee
- Recommend a way to track and review GEUR substitutions. Include someone from the Registrar’s office in your discussion. Try to find a non-work-intensive way to best track GEUR substitutions so that this committee receives a report of all GEUR course substitutions granted.
- Continue pursuing the details of gen ed assessment with the chair of the assessment committee. Deadline: Nov. 1
- Continue your duties as defined in the Faculty and Staff Handbook.

Graduate Studies Curriculum Committee
- Examine (and make recommendations) regarding the possible addition of a policy pipeline function for this committee such that faculty senate is not receiving policy recommendations directly from GEC (an administrative committee). Explore the effects such a recommendation would have on both the membership and duties of this committee’s structure.
- Continue your duties as defined in the Faculty and Staff Handbook.

International Programs Committee
- Submit to the Executive Committee a statement regarding the committee’s response to Katrina Larsen’s proposal for ITC administrative changes (this charge was approved by the full Faculty Senate last April).
- Continue your duties as defined in the Faculty and Staff Handbook.

Learning Resources Committee
- Continue your duties as defined in the Faculty and Staff Handbook.

Recruitment, Admissions, and Retention Committee
- Continue research into the non-counting of summer-enrolled transfer students and report to the executive committee.
- Continue your duties as defined in the Faculty and Staff Handbook.

Sustainability Working Group
- Refine the section in the handbook regarding this committee’s membership and duties list
- Report to the executive committee your recommendations regarding crafting a response to the following question: Is the sustainability faculty fellows a sub-group of this committee or not? Review the three-year-old discussion history surrounding this query, consider issues of redundancy, and consider communication issues. If no, explain your rationale. If yes, propose a revision to the Handbook (consider appointment process, possibly use as a model for the diversity committee)
- Explore options for a planned water quality initiative that may come from the System level soon.
- Continue your duties as defined in the Faculty and Staff Handbook.

Technology Committee
• Explore and discuss the possibility of adding a duty to this committee that would address the following recommendation from the ad hoc Distance Education Committee:
  o "...responsible for ensuring that faculty members engaged in online learning share in the mission and goals of the institution and its programs and are provided the opportunities to contribute to the broader activities of the institution."
• Discuss ways shared governance can advocate for faculty interests during our transition to a new digital learning environment. Faculty will have specific needs surrounding training and support.
• Avoid all discussion surrounding restructuring this committee.
• Continue your duties as defined in the Faculty and Staff Handbook.

Termination Committee
• Continue your duties as defined in the Faculty and Staff Handbook.

University Curriculum Committee
• Continue your duties as defined in the Faculty and Staff Handbook.