Date: October 6, 2007
To: Faculty Senate and the University Community
From: David P. Rainville, Faculty Senate Chair
Subject: Agenda for Faculty Senate Meeting October 10, 2007

The 2007-2008 Faculty Senate will meet on October 10, 2007 at 3:30 P.M. in the Willow River Room (Room 334UC) of the University Center. Faculty Senators who cannot attend should arrange for a substitute and notify Kris Hiney at kristina.hiney@uwrf.edu. http://www.uwrf.edu/faculty_senate

Call to Order

Seating of Substitutes
Approval of Minutes from September 26, 2007

Reports:

Chair's Report
Vice Chair's Report
Other Reports

1. Discussion on Health Insurance. Debra Koehler invited guest.
2. Informational Discussion on Campus Emergency Crisis response. Blake Fry invited guest.

New Business Consent Agenda:

1. Appointment of Sylvia Kehoe to replace Kris Hiney (2009-2010) on Faculty Compensation Committee.
2. Appointment of Ian Williams to replace Tim Buttles (2009-2010) on Information and Instructional Technology Council (IITC) and Instructional and Learning Technologies Committee (ILTC) a subcommittee of IITC.

New Business:

1. Discussion on Health Insurance. Debra Koehler invited guest.
2. Informational Discussion on Campus Emergency Crisis response. Blake frye invited guest.

Proposal 1: First Reading of a motion from the Academic Standards Committee: To add the following to Chapter VIII of the Faculty/Staff Handbook;

8.2.26 Conversion of Incompletes Prior to 2002-2003:

For courses in which incompletes were received prior to 2002-2003, a designation of 'N' will replace the 'I'. 'N' designations do not impact GPA calculations, nor do they grant credit for the course. A student may petition the Dean of the appropriate college to change the 'N' back to an 'I' in the semester that the student is readmitted. The policy will be effective immediately when signed by the Chancellor. The chair of the Academic Standards committee will inform instructors of the policy in the Falcon Daily when it becomes effective, and the chair will also send the academic Deans emails explaining the policy to allow them to inform their department chairs.

Proposal 2: First Reading of a motion from the Academic Standards Committee: To add the following to Chapter VIII of the Faculty/Staff Handbook clarifying the grading system based on the original motion in the current draft of the Faculty/Staff Handbook);

8.2.15 Grades and Honor Points

The official UWRF grading scale used by the Registrar's Office and eSIS is as follows

[FS 04/05 #17]:

A 4.0 C+ 2.333

A- 3.667 C 2.0

B+ 3.333 C- 1.667

B 3.0 D+ 1.333

B- 2.667 D 1.0

F 0

Grade Point Average (GPA) is calculated by dividing total honor points by the total number of graded credits attempted:

Honor Points ÷ Graded Units Attempted = GPA"

Proposal 3: First reading of a motion from the General Education Committee:

a. to remove item d. from the Committee Functions, Handbook Ch. 3, Section K.2. (This was approved by the committee 10/2/06 but apparently was not acted on by Senate? It should have been

sent over along with the items approved in Senate motion #27 but it may have gotten lost in the shuffle.)

b. to change the non-voting membership of the committee, as described in the Handbook, Ch. 3, Section K.1.
(This was proposed as part of a motion sent to Senate last year, which was modified to include recommended changes to the faculty membership, and it was defeated. From what I have gathered and by reviewing the Senate minutes, I cannot find any objection to changing the non-voting membership, but perhaps you can advise if this would be a non-starter).

Recommended revisions to Faculty Handbook, Chapter III, Section K

Motion passed unanimously by General Education Committee 9/20/07:
To change the non-voting membership on the General Education Committee to remove the representatives from the Assessment Committee, Academic Policy and Programs Committee, and the Library, and add the Assessment Coordinator.
It will now read "Non-voting representatives will include the Assessment Coordinator and representatives from the Registrar's office and the office of the Provost and Vice Chancellor for Academic Affairs."

Motion passed unanimously by the General Education Committee 10/2/06: **To remove 2.d. (Ensure that the Assessment Committee assess the General Education Program every ten years and recommends changes) from the committee functions.**

Current Handbook decription:

Section K – **General Education Committee** [FS 03/04 #17]

1. Committee Structure: Responsibility for supervising the General Education Program at the University of Wisconsin – River Falls will be undertaken by a faculty committee comprised of the following voting membership: proportional representation of the faculty by college (determination to be based on FTE) not to exceed 10 faculty members appointed by Faculty Senate for three year terms, plus two student members appointed by the Student Senate. Each academic college must have at least one representative. Non-voting representatives will include a representative from the Office of the Vice Chancellor for Academic Affairs, the Assessment Committee, the Academic Programs and Policies Committee, the Library, and the Registrar's Office.

2. Committee Functions:

    a. Promote and support the General Education program on the UWRF campus.

    b. Define and review the policies for the General Education course submission procedure.

c. Approve/disapprove courses for the General Education program and communicate these decisions to the campus community.

d. Ensure that the Assessment Committee assesses the General Education Program every 10 years and recommends changes.

e. Carry out a review of General Education courses on a 5-year cycle.

f. Evaluate all assessment results and provide feedback to all relevant parties.

g. Recommend changes in the General Education structure to the Faculty Senate [FS 06/07 #27].

h. Promote opportunities for faculty development related to General Education.

i. Develop processes and procedures for removal of General Education courses from the curriculum.

j. Determine whether or not the course offerings for each General Education goal are sufficient to meet student needs.

Proposed changes:

Section K – **General Education Committee** [FS 03/04 #17]

1. Committee Structure: Responsibility for supervising the General Education Program at the University of Wisconsin – River Falls will be undertaken by a faculty committee comprised of the following voting membership: proportional representation of the faculty by college (determination to be based on FTE) not to exceed 10 faculty members appointed by Faculty Senate for three year terms, plus two student members appointed by the Student Senate. Each academic college must have at least one representative. Non-voting representatives will include the Assessment Coordinator and representatives from the Registrar's Office and the Office of the Provost and Vice Chancellor for Academic Affairs.

2. Committee Functions:

   a. Promote and support the General Education program on the UWRF campus.

   b. Define and review the policies for the General Education course submission procedure.

   c. Approve/disapprove courses for the General Education program and communicate these decisions to the campus community.

   d Carry out a review of General Education courses on a 5-year cycle.

   e. Evaluate all assessment results and provide feedback to all relevant parties.

   f. Recommend changes in the General Education structure to the Faculty Senate [FS 06/07 #27].

   g. Promote opportunities for faculty development related to General Education.

   h. Develop processes and procedures for removal of General Education courses from the curriculum.

ii. Determine whether or not the course offerings for each General Education goal are sufficient to meet student needs.

Proposal 4: A motion from the General Education Committee to revise the outcomes from the **Personal Health and Wellness (HW)** and **Ethical Citizenship (EC)** designators in Goal 5

Current Goal 5:

GOAL FIVE **Evaluate individual responsibility to self, society, and the world.** Students will make and defend judgments with respect to individual conduct and well being, citizenship, and stewardship of the environment. The student will be able to: 1) analyze choices regarding conflicting situations in their personal and professional lives and consider the consequences of their decisions 2) evaluate personal health status in order to modify/maintain healthy lifestyle patterns to enhance quality of life 3) identify individual and collective responsibilities to the physical and social environment, community, nation, and world *To fulfill this goal, students are*	**<u>Personal Health and Wellness (HW)</u>** **Criteria:** Courses designated **HW** require students to: ➢ analyze choices regarding conflicting situations in their personal lives and consider the consequences of these choices. ➢ evaluate personal health status in order to modify/maintain healthy lifestyle patterns to enhance their quality of life. **Outcome:** Students will be able to: a. research, analyze, and justify choices that enhance (personal, physical, social, environmental, and economic) well being for themselves and others. **<u>Ethical Citizenship (EC)</u>** **Criteria:** Courses designated **EC:** ➢ will identify individual and collective responsibilities to the social and natural environment of one's community, nation and the world. ➢ focus on the process of decision-making regarding values and ethics in personal, professional, and civic life. **Outcomes:** Students will be able to: a. identify factors of the social and natural environment that influence ethical decision-making.

*required to earn 5 credits under this General Education goal: 2 credits under the **HW** designation and 3 credits under the **EC** designation.*	b. evaluate ethical conflict and ways to address it to serve the world.

Revised Goal 5:

GOAL FIVE **Evaluate individual responsibility to self, society, and the world.** Students will make and defend judgments with respect to individual conduct and well being, citizenship, and stewardship of the environment. The student will be able to: 4) analyze choices regarding conflicting situations in their personal and professional lives and consider the consequences of their decisions 5) evaluate personal health status in order to modify/maintain healthy lifestyle patterns to enhance quality of life 6) identify individual and collective responsibilities to the physical and social environment, community, nation, and world *To fulfill this goal, students are required to earn 5 credits under this General Education goal: 2 credits under the **HW** designation and 3 credits under the **EC** designation.*	**<u>Personal Health and Wellness (HW)</u>** **Criteria:** Courses designated **HW** require students to: ➢ analyze choices regarding conflicting situations in their personal lives and consider the consequences of these choices. ➢ evaluate personal health status in order to modify/maintain healthy lifestyle patterns to enhance their quality of life. **Outcome:** Students will be able to: b. analyze and justify choices that enhance well being for themselves and others. **<u>Ethical Citizenship (EC)</u>** **Criteria:** Courses designated **EC**: ➢ identify individual and collective responsibilities to the social and natural environment of one's community, nation and the world. ➢ focus on the process of decision-making regarding values and ethics. **Outcomes:** Students will be able to: a. identify factors of the social and natural environment that influence ethical decision-making in the context of one's community, nation and the world. b. identify and apply a framework for making ethical decisions.

Track revisions:

GOAL FIVE **Evaluate individual responsibility to self, society, and the world.** Students will make and defend judgments with respect to individual conduct and well being, citizenship, and stewardship of the environment. The student will be able to: 7) analyze choices regarding conflicting situations in their personal and professional lives and consider the consequences of their decisions 8) evaluate personal health status in order to modify/maintain healthy lifestyle patterns to enhance quality of life 9) identify individual and collective responsibilities to the physical and social environment, community, nation, and world *To fulfill this goal, students are required to earn 5 credits under this General Education goal: 2 credits under the **HW** designation and 3 credits under the **EC** designation.*	**<u>Personal Health and Wellness (HW)</u>** **Criteria:** Courses designated **HW** require students to: ➢ analyze choices regarding conflicting situations in their personal lives and consider the consequences of these choices. ➢ evaluate personal health status in order to modify/maintain healthy lifestyle patterns to enhance their quality of life. **Outcome:** Students will be able to: c. ~~research,~~ analyze~~,~~ and justify choices that enhance ~~(personal, physical, social, environmental, and economic)~~ well being for themselves and others. **<u>Ethical Citizenship (EC)</u>** **Criteria:** Courses designated **EC:** ➢ will identify individual and collective responsibilities to the social and natural environment of one's community, nation and the world. ➢ focus on the process of decision-making regarding values and ethics in personal, professional, and civic life. **Outcomes:** Students will be able to: a. identify factors of the social and natural environment that influence ethical decision-making ***in the context of one's community, nation and the world***.. b~~. evaluate ethical conflict and ways to address it to serve the world~~ ***identify and apply a framework for making ethical decisions***.

Proposal 5: A motion from the Executive Committee: (As a result of work by the *ad hoc* Faculty Senate Committee appointed on June 6, 2007 to look at the composition of the Executive Committee and duties of its members) the following changes are proposed to the By-Laws: to amend the Faculty Constitution and to put to referendum to the Faculty the following changes in the composition of the Faculty Senate:

Chair of the Faculty Senate:

Preside over all meetings of the Faculty Senate

Appoint all *ad hoc* Committees as authorized by the Faculty Senate

Serve as liaison between the Chancellor and the Faculty Senate

Call and conduct meetings of the Executive Committee

Serve as the Senate's representative to the body known as "Faculty Representatives"

First Vice-Chair of the Faculty Senate:

Preside over meetings in the absence of the Chair

Keep a record of on-going changes for the Faculty/Academic Staff Handbook

Serve the Faculty Senate as a resource person on the content of the Faculty/Academic Staff Handbook

Update the on-line Faculty Handbook annually and in accordance with the August 1 deadline for changes.

Make copies of the Handbook as needed.

Second Vice-Chair of the Faculty Senate:

Validate, supervise, and conduct elections under jurisdiction of the Faculty Senate

Secretary of the Faculty Senate:

Act as Secretary of the Faculty and be recipient of items to be placed on the agenda

Keep minutes of the Faculty Senate and the Faculty meetings in effect the appropriate distribution of these minutes

Transmit Faculty Senate actions in writing to the Chancellor or his or her information and/or approval

Provide for notification of faculty and Faculty Senate meetings as specified in the

Constitution

Transmit pertinent Faculty Senate actions in writing to the Faculty Senate Chair

Receive and present to the Senate all appropriate correspondence

Keep duplicate copies of all written records for annual disposition in the

University Archives

This will result in the following changes in Chapter III, Section D of the Faculty/Staff Handbook:

Old language:

The officers of the Senate shall consist of a Chair, a Vice Chair, and a Secretary, all to be chosen from and by the elected members of the Senate. The Executive Committee of the Faculty Senate shall be the elected officers of the Senate plus two other senators elected from the Faculty Senate at-large. The Executive Committee should include representation from each of the faculty voting divisions.

New language:

The officers of the Senate shall consist of a Chair, a First Vice Chair, a Second Vice Chair, and Secretary, all to be chosen from the elected members of the Senate. The Executive Committee of the Faculty Senate shall be the elected officers of the Senate plus one other senator elected from the Senate at-large. The Executive Committee should include representation from each of the faculty voting divisions.

Old language:

Duties of Faculty Senate Officers

Chair of Faculty Senate:

Preside over all meetings of the Faculty Senate

Appoint all *ad hoc* Committees as authorized by the Faculty Senate

Serve as liaison between the Chancellor and the Faculty Senate

Call and conduct meetings of the Executive Committee

Serve as the Senate's representative to the body known as "Faculty Representatives"

Vice Chair of the Faculty Senate:

Preside over meetings in the absence of the Chair

Keep a record of on-going changes for the Faculty/Staff Handbook

Serve the Faculty Senate as a resource person on the content of the Faculty/Staff Handbook

Update the on-line Faculty Handbook annually and in accordance with the August 1 deadline for changes. Make copies of the handbook as needed.

Validate, supervise, and conduct elections under jurisdiction of the Faculty Senate

Secretary of the Faculty Senate:

Act as Secretary of the Faculty and be recipient of items to be placed on the agenda

Keep minutes of the Faculty Senate and the Faculty meetings in effect the appropriate distribution of these minutes

Transmit Faculty Senate actions in writing to the Chancellor or his or her information and/or approval

Provide for notification of faculty and Faculty Senate meetings as specified in the Constitution

Transmit pertinent Faculty Senate actions in writing to the Faculty Senate Chair

Receive and present to the Senate all appropriate correspondence

Keep duplicate copies of all written records for annual disposition in the

University Archives

The Chair of the Faculty Senate shall appoint a parliamentarian whose duties shall be to interpret parliamentary procedure at all regular and special Senate meetings.

New language:

Chair of the Faculty Senate:

Preside over all meetings of the Faculty Senate

Appoint all *ad hoc* Committees as authorized by the Faculty Senate

Serve as liaison between the Chancellor and the Faculty Senate

Call and conduct meetings of the Executive Committee

Serve as the Senate's representative to the body known as "Faculty Representatives"

First Vice-Chair of the Faculty Senate:

Preside over meetings in the absence of the Chair

Keep a record of on-going changes for the Faculty/Academic Staff Handbook

Serve the Faculty Senate as a resource person on the content of the Faculty/Academic Staff Handbook

Update the on-line Faculty Handbook annually and in accordance with the August 1 deadline for changes.

Make copies of the Handbook as needed.

Second Vice-Chair of the Faculty Senate:

Validate, supervise, and conduct elections under jurisdiction of the Faculty Senate

Secretary of the Faculty Senate:

Act as Secretary of the Faculty and be recipient of items to be placed on the agenda

Keep minutes of the Faculty Senate and the Faculty meetings in effect the appropriate distribution of these minutes

Transmit Faculty Senate actions in writing to the Chancellor or his or her information and/or approval

Provide for notification of faculty and Faculty Senate meetings as specified in the Constitution

Transmit pertinent Faculty Senate actions in writing to the Faculty Senate Chair

Receive and present to the Senate all appropriate correspondence

Keep duplicate copies of all written records for annual disposition in the University Archives

The Chair of the Faculty Senate shall appoint a parliamentarian whose duties shall be to interpret parliamentary procedure at all regular and special Senate meetings.

Miscellaneous New Business

Adjournment

Minutes of the UWRF Faculty Senate for September 26, 2007, Vol. 32 No. 4.

Representation	Term Expires 2010	Term Expires 2008	Term Expires 2009
CAFES	Kris Hiney	Laine Vignona	
	Wes Chapin	Patricia Berg	
	Karl Peterson	John Heppen	Peter Johansson
CAS			
COEPS		Ogden Rogers	Michael Miller **
CBE			Glenn Potts
	Kristie Feist		
4th Division	Kristen Hendrickson	Gregg Heinselman	Sarah Egerstrom
		Brenda Boetel (Jr)	Melissa Wilson (Jr)
	Sarah Parks (Jr)	Dawn Hukai (Sr)	David Rainville (Sr)
	David Furniss (Sr)		Terry Ferriss (Sr)
At Large			
	Connie Foster*		

* Chancellor's Designee
** Absent
() Substitute

Call to Order: David Rainville called the meeting to order at 3:35pm

Seating of Substitutes: none

Guests: Mary Halada

Approval of Minutes: The Minutes of 9-12-07 (v. 32 n. 3) were approved as corrected. Ogden Rogers moved to approve and Peter Johannsen seconded.

Reports –
Chair's Report –

Vice Chair's Report - none
Other Reports – none

Unfinished Business –

Proposal 1 from the Sept. 12, 2007 Faculty Senate Meeting. A initiative from Administration to reappoint Glenn Potts, Brian Copp, Dean Olsen and Judith Rabak-Wagener to continue the Sustainability Working Group.

Ogden Rogers moved to intiate discussion on proposal 1 and was seconded by Peter Johansson.
Motion for Proposal 1

- Should Senate Authorize the continuation of this working group?
- Task 7.1.1 (handout) by Mary Halada
- UPG moved forward to assign tasks to the various working groups
- 7.1.1 discussion – Groups? Task Leaders?
  7.1.1 = Goal 2

18 for 0 opposed 0 abstentions

New Business –

Proposal 1 – An initiative from the Administration: The Administration nominates Claire Kilian, Nate Splett, Travis Tubre and Terri Crotty to serve on the Director of Human Resources Search and Screen Committee.

Motion to discuss by Terry Ferris, seconded by David Furniss
All in favor of appointing people to the search and screen committees.
18 for 0 opposed 0 abstentions

Proposal 2 – A motion from the Executive Committee to appoint Glenn Spizak to fill an at large vacancy on the External Relations Committee and to appoint Cynthia Kernahan to fill a vacancy on the Diversity Committee. Patricia Berg will substitute on International Programs.

Motion to discuss by Sarah Parks, seconded by Wes Chapin.

18 for 0 opposed 0 abstentions

Misc. New Business
Discussion of Motion 113. Empower Faculty Senate Executive Committee to make Decisions during the months that Faculty Senate does not meet ie) summer.

Discussion Points-

-Potential to reconvene quorum of Senate to handle mundane details
- Allow Executive Committee to handle these issues.
- If Executive Senate has privileges, can these be abused?

Suggested: Executive Committee come back to Faculty Senate with a motion proposing Executive Committee privileges in acting for Faculty Senate during summer term.
Executive Committee will discuss at their next meeting. May require a new Motion that would supersede Motion 113.

Old Business:
Faculty Senate Web Site – Access should be limited to few individuals needing the access to make changes to web pages. ie) LTE, Secretary and Chair.

Potential for Health Care discussion/open forum to be more organized and thus facilitate greater communication between faculty and ETF/Humana.

Ogden Rogers motioned to adjourn the meeting, seconded by Wes Chapin

Adjournment at 4:18 pm