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Senators: Chair – David Rainville , Vice Chair – David Furniss, Secretary – Kris Hiney, Executive Committee – Glenn Potts, Ogden Rogers

Date: November 26, 2007
To: Faculty Senate and the University Community
From: David P. Rainville, Faculty Senate Chair
Subject: Agenda for Faculty Senate Meeting November 28, 2007

The 2007-2008 Faculty Senate will meet on November 28, 2007 at 3:30 P.M. in the Eau Galle Room (Room 332UC) 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 November 7, 2007

Reports:

Chair's Report
Vice Chair's Report
Other Reports

New Business Consent Agenda:

1. Appointments of faculty representatives from each college for a Budget "Request for Funding" Review Committee for new integrated planning project/funding requests: Lisa Kroutil (CAS); Terry Ferris (CAFES); Mary Manke (COEPS); Reza Rahgozar (CBE).
2. Appointment of Laura Zlogar and Jeffrey Rosenthal to a subcommittee (for testing and tutoring) of the Differential Tuition Committee.

Old Business:

1. Proposal from the Diversity Committee, (postponed from November 7, 2007 meeting):

Proposed Resolution on Equity and Affirmative Action

Whereas, the University of Wisconsin-River Falls is the only comprehensive university in the University of Wisconsin System that devotes less than one FTE to Equity and Affirmative Action,

and whereas the work of Equity and affirmative Action has in recent years been frequently shifted from one person to another, and has lacked continuity,

and whereas the role of compliance with the Americans with Disabilities Act is also essential to the mission, core values, and strategic goals of the University of Wisconsin-River Falls,

Therefore the **University Diversity Committee** recommends that the university administration move promptly to hire a full-time Employee to the Chancellor for Equity (including ADA) and Affirmative Action who reports directly to the Chancellor.

2. Sustainability Task Force membership. There has been concern about the membership of this *ad hoc* Faculty Senate Committee. A letter was sent to Kelly Cain, Chair, that the committee membership stands at the original eleven members with the replacement of Jim Tangen-Foster by Judith Rabak-Wagener.

New Business:

1. Proposal from the University Planning Group:

The following goals, initiatives, and tasks are being recommended by the UPG as the major priorities for 2007-08:

Strategic Planning Priorities for 2007-2008:

Top Priority: Operating Paradigm is to Assess Programs and Set Priorities

UWRF will engage in continuous quality improvement and assessment, define its priorities, and use solid information to make future decisions about how to use its resources.

OP 1 - Define institutional priorities.

OP 1.1 - Examine the results of previous strategic planning efforts used to evaluate priorities. Develop a list of resulting common themes and priorities.

OP 1.2 - Determine an appropriate balance between the traditional liberal arts mission and professional programs.

OP 1.3 - Identify populations of learners (current and future) to serve.

OP 2 - Assess all university programs and units in relation to institutional priorities.

OP 2.1 - Generate appropriate criteria for assessing academic programs and units consistent with institutional priorities.

OP 2.2 - Generate appropriate criteria for assessing non-academic programs and units consistent with institutional priorities.

OP 2.3 - Develop processes to coordinate the strategic planning assessment of programs and units with existing assessment mechanisms, as appropriate.

OP 3 - Allocate resources consistent with institutional priorities and program and unit assessments.

OP 3.1 - Identify resources available to the institution including, but not exclusive to, space, positions, and budget.

OP 3.2 - Investigate allocation models.

OP 3.3 - Recommend a model to be used for allocation of current and future resources.

Priority: Task 1.1.2 - Increase support for the First Year Experience Program, the Honors Program, and the Academic Success Center.

Priority: Goal 6: Promote the University of Wisconsin - River Falls

UWRF will create and implement an integrated marketing strategy.

6.1 – UWRF will create and apply an integrated marketing plan.

6.1.1 - Assess the perceptions that our stakeholders currently hold about our institution and evaluate our position in the marketplace

6.1.2 - Define our unique selling points, target audiences, and key messages.

6.1.3 - Implement and provide continuous support for an effective and consistent branding campaign.

6.2 – UWRF will engage in strategic student recruitment that is compatible with the university's priorities and objectives.

6.2.1 - Establish a leadership position or office responsible for undergraduate, graduate, and continuing education student recruitment.

6.2.2 - Identify, engage, and enroll students needed to meet university priorities and objectives.

6.2.3 - Develop incentives so that students with high potential and other preferred qualities will enroll at UWRF.

6.3 – UWRF will mobilize support for the institution, its mission and its financial security.

6.3.1 - Develop and leverage an alumni and friends network capable of influencing government and community leaders.

6.3.2 - Develop and implement a comprehensive and ongoing legislative relations strategy.

6.3.3 - Develop and implement a community relations strategy that increases perceived value of the university in the region.

Priority: Goal 7: Invest in Human Resources

UWRF will invest in the present and future quality of the university.

7.1 – Strive to enhance compensation and benefits plans for all UWRF employees.

7.1.1 - Act to reduce salary compression.

7.1.2 - Act to reduce benefits inequalities.

7.1.3 - Develop and implement a new summer and J-Term session salary schedule/model.

7.2 – Review and/or clarify the performance expectations of all UWRF employees.

7.2.1 - Evaluate the workload model currently used to evaluate all teaching and non-teaching staff at UW- River Falls.

7.2.2 - Evaluate and recommend changes in the lab/lecture equivalency model.

7.2.3 - Define workload expectations in light of the UW- System growth agenda.

7.3 – Increase financial support and expand opportunities for continuing faculty and staff professional development.

7.3.1 - Double the number of Sabbaticals awarded on the UW- River Falls campus within five years and review/redefine the criteria for granting the awards.

7.3.2 - Expand opportunities for faculty and staff to attend professional conferences without the need to present papers.

7.3.3 - Increase support for those faculty supervising research, independent study, and internships for students.

The UPG is requesting that Faculty Senate review and approve these recommendations so the task leaders can be notified and committees can begin work to address these planning priorities. **The Strategic Planning Grid, which includes the operating paradigm, the 10 goals, the initiatives and tasks for each goal, the suggested task leader(s), the committee that would be responsible for completing the initiatives, and a status report for each initiative can be viewed on the strategic planning website at: <http://www.uwrf.edu/strategy/>**

2. Proposal from the General Education Committee:

Motion: To transfer responsibility for approval and assessment of American Cultural Diversity and Global Perspectives courses from the Academic Policy and Programs Committee to the General Education Committee, and to change the name of the General Education Committee to General Education and University Requirements Committee.

Current Handbook Descriptions:

Section A - Academic Program and Policy Committee

Membership: Nine faculty (at least three of whom are members of the graduate faculty and who are affirmed by the Graduate Council), the Provost & Vice Chancellor or the Provost & vice Chancellor designee, and four students.

1. Term of office: three years for faculty, one-third to be appointed each year; one year for students.

2. Duties:

- a. To establish the goals and objectives of the undergraduate curriculum of the University.
- b. To establish the goals and objectives of the graduate curriculum of the University in consultation with the Graduate Council.
- c. To examine and evaluate the overall curriculum of the University for possible improvements, to recommend revisions, and to initiate suggestions for study and action.
- d. To examine and recommend to the Faculty Senate proposals for new graduate degree and certificate programs, undergraduate minors and majors, general education, American cultural

diversity and global perspective courses, and any other new academic programs. Graduate programs will be forwarded to the Academic Program and Policy Committee by the Graduate Council. [FS 03/04 #21]

- e. To examine and promote the development of new, experimental, and innovative curricular programs and offerings at both the graduate and undergraduate level.
 - f. To examine and recommend to the Faculty Senate proposals for substantial changes in graduate degrees and certificate programs and undergraduate majors and submajors.
 - g. If the committee rejects a proposal for a new program from a Department or the Graduate Council, that body may request a vote on the proposal by the Faculty Senate. If rejected, the Faculty Senate will supply the department or Graduate Council with a summary of its reasons.
 - h. To approve the plan for assessment of General Education submitted by the Assessment Committee. The Assessment Committee will assess General Education every ten years in conjunction with and prior to the campus visit by the re-accreditation team of the Higher Learning Commission of the North Central Association of Colleges and Schools.
3. Procedure: The committee shall, in consultation with the Provost and Vice Chancellor, coordinate university-wide programs as specified under “Duties” above and require reports from faculty responsible for conducting such programs as requested.
 4. Recommendations dealing with American Cultural Diversity and Global Perspectives new graduate and undergraduate programs and majors/minors are approved by Academic Policy & Program, Faculty Senate, the Provost & Vice Chancellor, and the Chancellor, in that order. [FS 06/07 #27]

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. [FS 07/08 #?]
2. Committee Functions: [FS 07/08 #?]
 - 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.
- i. Determine whether or not the course offerings for each General Education goal are sufficient to meet student needs.

Proposed Handbook descriptions:

[**Additions, Deletions** indicated]

Section A - Academic Program and Policy Committee

Membership: Nine faculty (at least three of whom are members of the graduate faculty and who are affirmed by the Graduate Council), the Provost & Vice Chancellor or the Provost & vice Chancellor designee, and four students.

1. Term of office: three years for faculty, one-third to be appointed each year; one year for students.
2. Duties:
 - a. To establish the goals and objectives of the undergraduate curriculum of the University.
 - b. To establish the goals and objectives of the graduate curriculum of the University in consultation with the Graduate Council.
 - c. To examine and evaluate the overall curriculum of the University for possible improvements, to recommend revisions, and to initiate suggestions for study and action.
 - d. To examine and recommend to the Faculty Senate proposals for new graduate degree and certificate programs, undergraduate minors and majors, ~~general education, American cultural diversity and global perspective courses,~~ and any other new academic programs. Graduate programs will be forwarded to the Academic Program and Policy Committee by the Graduate Council. [FS 03/04 #21]
 - e. To examine and promote the development of new, experimental, and innovative curricular programs and offerings at both the graduate and undergraduate level.
 - f. To examine and recommend to the Faculty Senate proposals for substantial changes in graduate degrees and certificate programs and undergraduate majors and submajors.
 - g. If the committee rejects a proposal for a new program from a Department or the Graduate Council, that body may request a vote on the proposal by the Faculty Senate. If rejected, the Faculty Senate will supply the department or Graduate Council with a summary of its reasons.
 - h. To approve the plan for assessment of General Education submitted by the Assessment Committee. The Assessment Committee will assess General Education every ten years in conjunction with and prior to the campus visit by the re-accreditation team of the Higher Learning Commission of the North Central Association of Colleges and Schools.
3. Procedure: The committee shall, in consultation with the Provost and Vice Chancellor, coordinate university-wide programs as specified under “Duties” above and require reports from faculty

responsible for conducting such programs as requested.

4. Recommendations dealing with ~~American Cultural Diversity and Global Perspectives~~ new graduate and undergraduate programs and majors/minors are approved by Academic Policy & Program, Faculty Senate, the Provost & Vice Chancellor, and the Chancellor, in that order. [FS 06/07 #27]

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

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. [FS 07/08 #?]
2. Committee Functions: [FS 07/08 #?]
 - 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. **Approve/disapprove courses for the American Cultural Diversity and Global Perspectives requirements and communicate these decisions to the campus community.**
 - e. Carry out a review of General Education, **American Cultural Diversity, and Global Perspectives** 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.

3. Proposal from the Faculty Welfare Committee:

The FWPP committee recommends:

Faculty and Staff will identify, and submit to their immediate supervisor or department chair, an individualized and reasonable 40 hour work week schedule that reflects their teaching/work schedule. Reports of sick leave usage will be based upon this schedule. This schedule may be changed and resubmitted as necessary to reflect changes in the teaching/work schedule.

If approved by Faculty Senate, the Faculty Handbook should be updated to reflect these new personnel procedures.

4. Proposal from the External Relations Committee:

The following procedure/guidelines for the awarding of honorary degrees is proposed:

University of Wisconsin – River Falls guidelines on awarding honorary degrees

Criteria:

UW-River Falls may bestow honorary doctoral degrees on individuals of exceptional accomplishment and distinction who have made significant contributions to the university, region, state or nation; or demonstrated a consistently outstanding record of accomplishment in their field of endeavor.

Degree Designations:

The following Honorary degree designation may be awarded by UW-River Falls:

Doctor of Laws (LL.D.);
Doctor of Science (SC.D.);
Doctor of Humane Letters (L.H.D.);
Doctor of Literature (D.Lit.).

Limitations:

To insulate the honorary degree from partisanship, to protect the award from possible conflicts of interest and to protect nominees from possibly compromising positions, the following three categories of individuals are ineligible for an honorary degree from an institution of the University of Wisconsin System:

(a) Public Officials and Political Appointees

Included are serving members of the Wisconsin Legislature and the Wisconsin congressional delegation; elected and appointed officials; and all members of the state judiciary.

(b) Regents

Included are serving members of the University of Wisconsin System Board of Regents.

(c) University of Wisconsin System Employees

Included are currently employed faculty or staff at each university and in System Administration.

Persons in any of these three categories could be eligible for consideration two years or more after they have vacated office or terminated employment. However, emeritus faculty are not eligible for honorary degrees unless they have achieved distinction in a second career following retirement.

In awarding honorary degrees, the University of Wisconsin System does not assume any legal obligations. The recipients receive no honoraria, but the institution shall assume all expenses incurred by the recipients that are associated with their participation in the commencement.

Honorary Degree Committee

The Honorary Degree Committee considers and recommends candidates for honorary degrees consistent with the criteria.

The UW-River Falls Honorary Degree Committee (HDC) will be the Faculty External Relations Committee or whatever successor committee appointed by the Faculty Senate. When sitting as the HDC, the committee membership will be supplemented to include the System President and Chancellor as *ex officio* members.

Procedures:

At the start of each academic year the Vice Chancellor for Academic Affairs will announce that nominations will be accepted by the HDC for consideration during that year. Nominations may be made at any time, and the Committee will, if it makes a positive recommendation, include in its deliberations consideration of the appropriate commencement for conferral of the honorary degree.

A nomination may be initiated by any member of the faculty or academic staff and requires the endorsement of 5 other members of the faculty or academic staff in order to be considered by the Committee. The person presenting the nomination to the Committee will submit nomination papers that include a resume of the person being nominated and a letter of nomination which outlines in sufficient detail the qualifications of the nominee. These qualifications should be clearly related to the criteria stated above.

The Committee will consider each nomination in a timely manner, using the established criteria in reaching a decision on its recommendation. If the recommendation is negative, the Vice Chancellor will convey that result in writing to the person submitting the

nomination. No reasons for the decision will be required and none will be given in writing. If the recommendation is positive, that recommendation will be forwarded to the Chancellor. The Chancellor will then, jointly with the President of the UW System, determine whether to recommend conferral of the degree to the Board of Regents. The Chancellor conjointly with the System President will recommend nominees to the Board.

Particular attention is devoted to the identification of women and minority candidates for consideration for honorary degrees.

All activities related to the nomination of candidates, the review of documentation supporting each nominee, and recommendations to the Board must be conducted with confidentiality appropriate to personnel matters.

Approval Process:

Board of Regent approval must be obtained at least two months prior to the commencement at which the degree is to be conferred. For a Spring commencement the nominations must be received for first reading by the Board in February and for a Winter commencement not later than the October Board meeting.

As a matter of policy the Board of Regents will generally limit to one the number of honorary degrees any individual may receive from the UW System. Therefore, the UW System Office of Academic Affairs shall serve as a formal information exchange office to avoid duplication of nominees being advanced to the Board. The Chairperson of the Honorary Degree Committee must clear nominees with the UW System Office of Academic Affairs before final institutional selections are determined.

Upon Board of Regents approval of the institutional nominees for honorary doctorates, the Chancellor will invite the candidate(s) to attend the commencement convocation at which the award is to be conferred. Honorary degrees are not awarded in absentia.

Miscellaneous New Business

Adjournment