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

From: Wes Chapin, Chair  
Faculty Senate  
University of Wisconsin-River Falls

September 4, 2012

RE: UWRF Faculty Senate Motion 2012-13/34

At the August 29, 2012 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 2012-13/34 was passed and is effective immediately. The motion is forwarded to you for your action.

**Motion from the Affirmative Action Advisory Committee (Jennifer Borup, Chair) to change its Handbook description.** (Note: this is the required second reading)

**Current Faculty Handbook Description**

**III - Section D — Affirmative Action Advisory Committee**

This committee is established under the requirements of Regent Policy Document 17-48 (former 75-5) that requires, in part, that each UW institution “establish and maintain an affirmative action committee (or committees, as appropriate) composed of faculty, academic staff, classified employees, and students to advise the administration on affirmative action needs and concerns, and to assist affirmative action directors in designing and implementing programs.”

1. **Membership:** Five faculty (if possible, one faculty member should hold the rank of lecturer), the Assistant to the Chancellor for Equity, Compliance, and Affirmative Action, the Director of Human Resources or designee, a member of the classified staff, an academic staff member, and a student.

2. **Term of Office:** Three years for faculty and academic staff, one to two members appointed each year. One year for students.

3. **Duties:**
   a. to advise the University administration and the Office of Equity and Affirmative Action on issues and concerns relevant to equal opportunity for all employees and applicants for employment
   b. to advise the University administration and the Office of Equity and Affirmative Action on programs designed to ensure equal opportunity to all employees and applicants
for employment
c. to review policies, at either the Committee's own initiative or upon request, dealing with affirmative action and equal opportunity in employment
d. to communicate issues raised within Affirmative Action Advisory Committee meetings to the appropriate group(s), e.g., University administration, academic or administrative units, governance groups, the University community at large, and so on
e. to provide policy recommendations to University governance groups, e.g., the Faculty Senate and the Academic Staff Council

Suggested changes:
1. Membership: Five faculty (if possible, one of those 5 should hold the rank of Instructional Academic Staff), the Assistant to the Chancellor for Equity, Diversity and Inclusion, the Director of Human Resources or designee, a member of the classified staff, an academic staff member, and a student. (Note change in title of Asst. to the Chancellor)

3. Duties
a. to advise the University administration and the Office of Equity, Diversity and Inclusion on issues, policies and programs relevant to affirmative action and equal opportunity in the retention and recruitment of all employees and applicants for employment.
b. To communicate issues raised within the Affirmative Action Advisory Committee meetings to the appropriate group(s), e.g., University administration, academic or administrative units, governance groups, the University community at large, etc.
c. to provide policy recommendations to University governance groups, e.g., the Faculty Senate, Academic Staff Council, and Classified Staff Advisory Council.

Approved

Disapproved

Dean Van Galen, Chancellor

Date 9/14/12