Date: August 5, 2011
To: Faculty Senate Executive Committee and University Community
From: Wes Chapin, Senate Executive Committee Chair
Subject: Agenda, Senate Executive Committee Meeting

The 2011-12 Senate Executive Committee will meet on August 11 at 10:00 a.m. in 353 KFA.

Call to Order

Approval of Minutes

Reports

Unfinished Business

FS EC Fall meeting schedule

Committee Charges for 2011-12

Appointments to review boards: animal and human subjects: Dennis Cooper report/recommendation

Graduate Council and Faculty Senate: appointments?

Associate VC slots on committees (e.g. tech council being replaced by director of admissions).

New Business

Motion to appoint an ad hoc Committee on Veterans’ Recognition.

- Charge: Identify potential appropriate methods/venues to recognize veterans’ service.
- Membership: two members appointed by Student Senate, two members appointed by Faculty Senate (one of whom will serve as chair), two members appointed by the Chancellor.
- Timeline: The committee should report/make recommendations by October 3, and will expire no later than November 1, 2011.
Motion to form an ad hoc committee to make recommendations regarding the orientation of new faculty to shared governance.

- **Charge:** Identify possible mechanisms to orient new faculty to shared governance
- **Membership:** three faculty members appointed by Faculty Senate (one of whom will serve as chair)
- **Timeline:** The Committee will make recommendations to the Senate by October 3, and will expire no later than December 1, 2011

Motion to appoint David Milne as the chair of Chancellor’s Task Force on Undergraduate Research, Scholarship, and Creative Activity (replaces Gregg Hadley)

Motion to place the following language regarding Senate committee motion guidelines into the Handbook, Chapter 3, section 4 (the vice chair will insert in the appropriate alphabetical place and renumber if and as necessary).

**Committee Motions guidelines**

All Senate committee motions must conform to the following guidelines:

- Is the committee’s proposal revising or replacing existing language? Provide both the new and old (if applicable) language.
- Is the motion changing or adding language to the Handbook? Identify the specific location(s) in the Handbook that are being changed (if applicable).
- When is the proposal to take effect? (i.e. immediately upon approval, or at a specified date after approval: ____)

Motion from the Executive Committee to approve requirements for the formation of ad hoc committees, and to include it in Chapter 3, section 4 of the Handbook (the vice chair will insert in the appropriate alphabetical place and renumber if and as necessary).

**Ad hoc Committee Guidelines**

All proposals for ad hoc committees must include the following:

- **Name**
- **Charge(s)**
- **Membership:** numbers, status requirements (e.g. divisional affiliation), and voting status.
- A clear statement of the committee’s obligations to report and or make recommendations to the Senate.
- **Termination date** (i.e. the date upon which the ad hoc committee must either be reauthorized by the Senate or terminates).

Motion from the Executive Committee to require that all ad hoc committees, their membership, and the motions that formed them be made available on the Faculty Senate website, and to include this proposal in Chapter 3, section 4 of the Handbook (the vice chair will insert in the appropriate alphabetical place and renumber if and as necessary).
Faculty appointments to UPG Steering Committee (possibilities: Wes Chapin, Mike Harris, and David Trechter were the only volunteers – 3 people needed)

Motion to appoint the following committee members:

Faculty Senate Committees:

Advising (1-CAFES):
Assessment Committee (1-CAFES):
Calendar Committee (1-academic staff/Fourth Division):
Diversity & Inclusivity Committee (1-at large): Greta Gaard
General Education & University Requirements (1-CEPS):
Information & Instructional Technology Council (1-CAS, 1-CEPS): Pat Berg
Instructional & Learning Technologies Committee (1-CAS, 1-CEPS):
Recruitment, Admissions, & Retention Committee (1-at large): Alex Tupan

Administrative Committees:

Academic and non-academic Staff Council’s Misconduct Appeals Hearing Committee (1-at large faculty):
Chancellor’s Award for Students (1-CAFES, 1-CAS, 1-CBE, 1-CEPS): Pat Berg,
Chancellor’s Award for Academic Staff (1-CAFES, 1-CAS, 1-CBE, 1-CEPS): Pat Berg,
Institutional Competition Committee (2-at large):
Chancellor’s Taskforce on Undergraduate Research, Scholarship, and Creative Activity (1-CAFES):

Ad hoc Committees:

Ad hoc Committee on Veterans’ Recognition (3 faculty at large):
Ad hoc Committee on Orientation of New Faculty to Shared Governance (3 faculty at large):

Administrative status and committee appointments

Motion to approve the revised Strategic Planning Roadmap (changes in bold) and update the corresponding language in Chapter 3, Section 4. This change will take effect immediately.
<table>
<thead>
<tr>
<th>October-11</th>
<th>Present results of all information-gathering exercises</th>
<th>Strategic Planning Coordinating Group, SWOT and Environmental Scan Taskforces</th>
<th>Activity occurs at one or several Wednesday evening sessions of the Faculty Senate, supplemented by a select group of faculty, staff, administrators, students, and community leaders.</th>
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<tbody>
<tr>
<td>October-11</td>
<td>Propose any changes to University Vision, Mission, Values</td>
<td>Chancellor and Mission/Vision/Values Task Force</td>
<td>Task Force to include Faculty Senate Chair, Academic Staff Council Chair, and Student Senate President. Any changes reviewed/approved by Faculty Senate.</td>
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<td>October-11</td>
<td>Based on Environmental Scan, SWOT, and Listening Sessions, develop draft “future oriented” strategic vision and focal points to guide strategic plan</td>
<td>Chancellor</td>
<td>Activity occurs at one or several Wednesday evening sessions of the Faculty Senate, supplemented by a select group of faculty, staff, administrators, students, and community leaders.</td>
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<td>October - 11</td>
<td>Using input and information from all previous steps of the strategic planning process, write draft of strategic planning goals.</td>
<td>Drafting team: Provost, Vice Chancellor for Administration and Finance, Chair of Faculty Senate, and Vice Chair of the Faculty Senate in consultation with Coordinating Group and Chancellor</td>
<td>Task Force to include Faculty Senate Chair, and Vice Chair. Any changes reviewed/approved by Faculty Senate.</td>
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<td>November-11</td>
<td>Broad feedback sought on strategic vision, focal points and other items including online Survey</td>
<td>Communication Taskforce, Coordinating Group, e-cab</td>
<td>Any changes are provided to Faculty Senate for discussion and approval no later than late November.</td>
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<tr>
<td>Month</td>
<td>Description</td>
<td>Task Force</td>
<td>Notes</td>
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<td>December-11</td>
<td>Collating, synthesizing, sharing all information and status to date with campus (part of opening spring meeting)</td>
<td>Strategic Planning Coordinating Group and Communications Task Force</td>
<td>Any changes are provided to Faculty Senate for discussion and approval (any subsequently identified need for change, e.g., by the SPCG, will be submitted to the Faculty Senate for discussion and approval).</td>
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<td>January-12</td>
<td>Based on all information gathered, develop first draft of the Strategic Plan. Proposed strategic initiatives, measurable indicators of progress/success and proposed implementation and accountability plan.</td>
<td>Faculty Senate Chair and Vice Chair on drafting team; need consultation with Assessment Committee and other committees as appropriate. Draft of initiatives submitted to Faculty Senate for review/approval.</td>
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<td>February – March 12</td>
<td>The draft plan is submitted to the Chancellor, Cabinet, Faculty Senate, Student Senate and Campus for review and comment</td>
<td>Draft plan discussed by Faculty Senate, Academic Staff Council, and Student Senate</td>
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<td>Online forums and facilitated campus information sessions provide feedback</td>
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<td>April – May 12</td>
<td>UWRF Adopts Strategic Plan: Drafting Team Revises the Strategic Plan and Submits to Faculty Senate and the Chancellor for Final Review and Approval</td>
<td>Faculty Senate reviews/approves</td>
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<td>Campus Celebration</td>
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**Miscellaneous**