Date: August 29, 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 September 2 at Noon in 353 KFA.

Call to Order

Approval of Minutes

Reports

Unfinished Business

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

Possible charge to

External Relations

- Dennis will provide language for a charge related to updating and correcting political information (?)

Graduate Council and Faculty Senate

Committee Appointments:
UCC & UCC Chair
Assessment (CAFES)
Tech Council (CEPS)
Compensation Committee (at large)
Faculty Welfare & PP (Academic Staff)

New Business

Appointment of Parliamentarian

Motion from the Compensation Committee (Joe O’Kroy, Chair) to amend the procedures for the guidelines regarding the allocation of the $100,000 equity
adjustment fund. If passed, this motion will take effect immediately, and this part of the process will also be implemented immediately. The changes are indicated in bold. (Note: the Compensation Committee is preparing a second motion to revise other aspects of the process, and this will be sent to Faculty Senate as soon as it is prepared).

Procedure:

1. At the beginning of a new fiscal year, the UWRF Budget Office will prepare a list of all faculty members including:

   A. Name

   B. Academic discipline determination (CIP code)

      1. The UWRF Budget Office will prepare a list of faculty members by department and a list of majors and the corresponding 4-digit CIP (Classification of Instructional Programs) codes for each major.

      2. The list of all faculty members and the list of 4-digit CIP codes for each major will be sent to the chair of each department and the Dean of each college.

   *3. The chair, in consultation with each individual faculty member in his/her department will determine an appropriate CIP code designation for each faculty member prior to forwarding to the dean.

   *4. The list of faculty and their corresponding CIP code will then be sent to the appropriate college Dean for review and then to the Provost for review.

   *5. The list will then be sent to the Budget Office.

   *6. When a department or program is not identified specifically in CUPA categories or the member’s academic responsibilities may involve multiple disciplines, a comparative discipline/program will be identified by the faculty member and the faculty member’s department/program chair and forwarded to the College Dean for recommendation to the Provost for his/her approval.

Executive Committee serving as the Committee on Committees (Wes Chapin, Chair): Motion to approve the following appointments to administrative committees (contingent upon the final acceptance of the nominations), for one year terms, 2011-12.

Note: these names were forwarded to the EC
Experience China (ExC) Advisory Council: Robert Coffman, Kishan Kong, Chenguang Li, Mary-Alice Muraski, Margaret Phinney, Charlie Rader, Robyne Tiedeman, Marshall Toman, Zhiguou Yang, Wei Zheng
Wisconsin in Scotland (WIS) Advisory Council: Rich Wallace

Possible revision of recent language regarding language changes???: “A. Motion from the Executive Committee (Wes Chapin, Chair): Motion to revise 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).

Existing Language (need to verify this with the last motion passed!!!!): 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: _______)

Proposed new wording

- If the committee’s proposal is revising or replacing existing language then please provide both the new and old language including identification of the specific location(s) in the Handbook that are being changed
- If the motion is adding language to the Handbook then please identify the specific location(s) in the Handbook that are being changed (if applicable).”

Executive Committee (Wes Chapin, Chair): Motion to change officer definitions by amending the Constitution. This proposal will replace “Vice Chair” with “Elections Chair” throughout Article VI, Section C, amend Article VI, Section D, Subsection 1 as indicated below, and amend Article VI, Section D, Subsection 14 as indicated below. If approved, this motion will take effect at the time of the next officer elections (currently scheduled for May 2, 2012):

Current Language, Article VI, Section D, Subsection 1:
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.

Proposed Language, Article VI, Section D, Subsection 1:
The officers of the Senate shall consist of a Chair, a Vice Chair, an Elections Chair, a Secretary, and Faculty Senate Liaison, 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. The Executive Committee should include representation from each of the faculty voting divisions.

Proposed changes to Article VI, Section D, Subsection 14 (as indicated in bold):

1. Duties of Faculty Senate Officers:

a. Chair of the Faculty Senate (no changes proposed):

b. Vice Chair of the Faculty Senate:

   - to validate, supervise, and conduct elections under jurisdiction of the Faculty Senate (leave other responsibilities as is, remove this responsibility and assign it to the Elections Chair)

c. Elections Chair

   - to validate, supervise, and conduct elections under jurisdiction of the Faculty Senate

c. Secretary of the Faculty Senate (reletter as “d,” with no other changes):

e. Faculty Senate Liaison

   - to represent the Faculty Senate on the Academic Staff Council
   - to report to and confer regularly with the Faculty Senate regarding Academic Staff Council activities

Executive Committee (Wes Chapin, Chair): Motion to amend the By-Laws, Article III, Section S by removing all references to “Vice Chair” and replacing them with “Elections Chair” (this language refers to the process for conducting Termination Committee elections). This motion will take effect if the referendum amending officer definitions is approved, and at the same time.

Executive Committee (Wes Chapin, Chair): Motion to clarify appointment procedures for the Senate Parliamentarian by amending Article VI, Section D,
Subsection 15 (changed indicated in bold). If approved, this motion will take effect immediately.

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. The appointment will be submitted to the Faculty Senate for its approval and, subsequently, to the Chancellor for final confirmation.

Executive Committee (Wes Chapin, Chair): Motion to define substitution criteria by amending the Constitution, Article VI, Section D, Subsection 8. If approved, this motion will take effect immediately

Article VI, Section D, Subsection 8 (changes are identified in bold).

The Faculty Senate shall be free to function during the full calendar year. In the absence of a senator for more than three consecutive semesters (including a summer session as the equivalent of a semester), the seat of that senator shall be declared vacant and a special election held to fill the vacancy. Should a senator be absent for a lesser period of time, the absent senator may nominate in writing a temporary replacement to act in his or her behalf, and said nominee shall be confirmed only by a majority vote of the Faculty Senate. The substitute will represent the same constituency as the senator being replaced (i.e. the substitute for an at-large senator will be from the same “rank,” and a substitute for a college/divisional senator will be from the same division or college as the senator being replaced).

Executive Committee (Wes Chapin, Chair): Motion to define agenda availability by amending the Constitution, Article VI, Section D, Subsection 12. If approved, this motion will take effect immediately.

Current Language:

The agenda shall be prepared by the Executive Committee of the Senate and [submitted to the faculty] be available online three days prior to a regular Senate meeting.

Proposed substitute for this sentence:

The agenda shall be prepared by the Executive Committee of the Senate. It will be made available online and should be circulated to the senators electronically at least three full calendar days (i.e. 72 hours) prior to a regular Senate meeting.
Executive Committee (Wes Chapin, Chair): Motion to add the following language regarding committee appointments to the end of Chapter 3.3, Article II, Section E. This motion will take effect immediately.

If volunteers have been solicited for committee members requiring a specific status (e.g. college or divisional affiliation, or rank) through either campus-wide and/or college specific communications and volunteers are not forthcoming (i.e. at least two Senate meetings have elapsed since the first solicitation), the Executive Committee, serving as the Committee on Committees, is empowered to appoint a volunteer with a different status than that provided in the committee’s description.

Format of Handbook, recommendation to have it available in word format??

Possible standardized language in Handbook for committees (e.g. start dates??)

Miscellaneous