Date: September 2, 2011
To: Faculty Senate and University Community
From: Wes Chapin, Senate Chair
Subject: Agenda, Faculty Senate Meeting

The 2011-12 Faculty Senate will meet on Wednesday, September 7, at 3:30 p.m. in the South Hall Alumni Room

Call to Order

Seating of Substitutes

Approval of Minutes

Reports: Chair, Others

Consent Items:

A. Motion from the Executive Committee serving as the Committee on Committees (Wes Chapin, Chair) to appoint Lowell McCann as chair of the University Curriculum Committee for fall semester 2011.

B. Motion from the Executive Committee (Wes Chapin, Chair) to appoint John Heppen as Senate Parliamentarian for 2011-12, and to appoint Pat Berg as the alternate.

C. Motion from the Executive Committee serving as the Committee on Committees (Wes Chapin, Chair) to approve the following one-year appointments to administrative committees (contingent upon the final acceptance of the nominations by the administration), for 2011-2012.

Experience China (ExC) Advisory Council
- Robert Coffman (CAS)
- Kishan Kong (CAS)
- Chenguang Li (CAFES)
- Mary-Alice Muraski (Fourth Division)
- Margaret Phinney (CEPS)
- Charlie Rader (CAS)
- Robyne Tiedeman (CAS)
- Marshall Toman (CAS)
- Zhiguou Yang (CAS)
- Wei Zheng (CBE)

Wisconsin in Scotland (WIS) Advisory Council
Unfinished Business

First Readings

A. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) 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.

(Note: this issue is “linked” to item E under New Business. It refers specifically to changing the language regarding Termination Committee elections from the responsibility of the Vice Chair to the proposed Elections Chair)

New Business

A. Motion from the Faculty 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. The motion will take effect immediately, and will amend the procedures identified in Chapter 3, section 4 of the Faculty and Academic Staff Handbook.

(Note: The Faculty Compensation Committee is preparing a second motion to revise other aspects of the process, which will be sent to the Faculty Senate Executive Committee as soon as it is prepared).

Procedure

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.

B. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to clarify appointment procedures for the Senate Parliamentarian by amending Article VI, Section D, Subsection 15 of the Constitution (changes 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 Faculty Senate meetings. The appointment will be submitted to the Faculty Senate for its approval and, subsequently, to the Chancellor for final confirmation.

C. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to define substitution criteria by amending the Constitution, Article VI, Section D, Subsection 8 (changes indicated in bold). If approved, this motion will take effect immediately.

Article VI, Section D, Subsection 8
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 divisional constituency as the senator being replaced.

D. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) 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 should be made available online and it should be circulated to the senators electronically at least three full calendar days (i.e., 72 hours) prior to a regular Senate meeting.

E. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) 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
      - 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
      - Validate, supervise, and conduct elections under jurisdiction of the Faculty Senate
   d. Secretary of the Faculty Senate (reletter as “d,” with no other changes)
   e. Faculty Senate Liaison
      - Represent the Faculty Senate on the Academic Staff Council
- Report to and confer regularly with the Faculty Senate regarding Academic Staff Council activities

Miscellaneous Business

Adjournment

Attachments: 1. Minutes from June 14, 2011 meeting  
2. Strategic Planning Communication Plan