Minutes of the UWRF Faculty Senate Executive Committee Meeting for December 19, 2011

Present: Wesley Chapin (Chair; CAS); Marshall Toman (Vice Chair; CAS); Todd A. Savage (Secretary; CEPS); Hossein Najafi (At-Large; CBE)

Absent: Dennis Cooper (At-Large; CAFES)

Agenda – December 19, 2011

The 2011-2012 UWRF Faculty Senate Executive Committee met on Monday, December 19, 2011 from 2:05 p.m. to 2:55 p.m. in 353 Kleinpell Fine Arts Building.

Call to Order and Approval of Minutes

1. Call to order
   The meeting was called to order by Wes Chapin (Chair) at 2:05 p.m.

2. Approval of the minutes from the December 7, 2011 meeting of the Faculty Senate Executive Committee
   The approval of the minutes of the December 7, 2011 Faculty Senate Executive Committee meeting occurred by consensus of the Committee.

Reports

Chair’s Report (Wes Chapin, CAS)
The Chancellor will work with the Faculty Senate Executive Committee during the spring semester on the lecture/lab issue.

Vice Chair’s Report (Marshall Toman, CAS)
No Vice Chair’s report was presented at today’s meeting.

Unfinished Business

1. Graduate Council and Faculty Senate (This motion is already on the January 17, 2012 Faculty Senate agenda as per action at the December 14, 2011 Faculty Senate meeting).

   Motion to create an ad hoc Committee on Graduate Studies

   Whereas Wisconsin State Statute 36 declares that “the faculty of each institution, subject to the responsibilities and powers of the Board, the president and Chancellor of such institution, shall be vested with the responsibility for the immediate governance of such institution and shall actively participate in institutional policy development,”
Whereas the statute further declares that the “faculty shall have the primary responsibility for academic and educational activities and faculty personnel matters,”

Whereas the “faculty of each institution shall have the right to determine their own faculty organizational structure and to select representatives to participate in institutional governance,”

Whereas the faculty has “delegated its powers and responsibilities on matters affecting educational policy-making to the Faculty Senate” (*Faculty and Academic Staff Handbook* 3.1.3),

Whereas the “academic and educational activities and faculty personnel matters” of both graduate and undergraduate programs fall within the areas of primary responsibility of the Faculty Senate,

Whereas it is critically important to ensure that appropriate administrative structures and processes exist for both undergraduate and graduate programs,

Whereas it is mandated by State statute that appropriate governance structures and processes exist for “academic and educational activities and faculty personnel matters,” among others,

Whereas the aforementioned authority is vested in the Faculty Senate,

The Faculty Senate hereby moves to

1. Create an “ad hoc Committee on Graduate Studies,”
2. Define the membership of this committee as consisting of eight people
   - Three at-large faculty, three faculty with graduate faculty status with experience on the Graduate Council, and a faculty chair (all appointed by the Senate)
   - An ex officio non-voting member (Associate Vice Chancellor)
3. Charge the committee with
   - Conducting a review of the existing governance and administrative structures and processes used at UWRF for graduate programs
   - Recommending appropriate organizational structures and processes for the administrative purposes of graduate programs (i.e., administrative functions)
   - Recommending appropriate structures and processes for graduate programs related to the “academic and educational activities and faculty personnel matters” that are consistent with both State statutes and the UWRF Constitution, that will be codified in the *Faculty and Academic Staff Handbook* (e.g., Constitutional By-Laws)
4. Forward its recommendations to the Senate by April 9, 2012, at which time the committee will expire (unless its authority is extended by the Senate).
This item will be on the agenda for the January 17, 2011 meeting of the Faculty Senate.

2. Committee Appointments
   - Technology Council (CEPS)
   - Program and Audit Review Committee (CEPS)
   - Ad hoc Committee on Graduate Studies (three at large faculty, three faculty
     with graduate faculty status with experience on the Graduate Council, and a
     faculty chair)
     1. Logan Kelly (CBE)

   This item will be on the agenda for the January 17, 2011 meeting of the Faculty Senate.

3. Motion from the ad hoc Committee on Veterans Recognition (Sandy Ellis, Chair) that the following language be placed into the UWRF Faculty and Academic Staff Handbook in Chapter 3, section 4 (the Vice Chair will title and renumber appropriately). This motion will take effect ??? (Note: Need information from Academic Standards regarding this proposal; they are meeting Wednesday ???).

   “Veterans graduating from the UWRF should be recognized with red, white, and blue tassels attached to their caps at commencement. Eligibility for the red, white, and blue tassels would include any graduating student currently serving in the military, having served in the military, or who has received a ROTC commission.”

   This item may be on the agenda for the January 17, 2011 meeting of the Faculty Senate.

New Business

1. Motion from Academic Programs and Policies Committee (Steve Kelm, Chair) to approve the proposed changes in the International Studies Program. (Note: This item was placed on the agenda in error).

   This item will not be on the agenda for the January 17, 2011 meeting of the Faculty Senate.

2. Motion from the Advising Committee (Kiril Petkov, Chair) and Faculty Welfare and Personnel Policies Committee (David Rainville, Chair) to amend the UWRF Faculty and Academic Staff Handbook.

   This item will be on the agenda for the January 17, 2011 meeting of the Faculty Senate.

3. Motion from the Affirmative Action Advisory (AAA) Committee (Jennifer Borup, Chair), the Diversity and Inclusivity Committee (Cyndi Kernahan, Chair)
and the Disability Advisory Committee (Florence Monsour, Chair) to require the following two statements be included in all course syllabi associated with campus.

The University of Wisconsin-River Falls welcomes students with disabilities into its educational programs, activities, residential halls, and everything else it offers. Those who’ll need academic adjustments or accommodations for a disability should contact the Disability Services Office (105 Davee Library; 715-425-3531). Decisions to allow adjustments and accommodations are made on the basis of clinical documentation the students provide to sufficiently indicate the nature of their situation. Additional information is at: http://www.uwrf.edu/disabilityservices/ADA.html.

The University of Wisconsin-River Falls strives to maintain our campus as a place of work and study for faculty, staff and students that is free of all forms of prohibited discrimination and harassment. If you have concerns about such behavior, contact your instructor, the Assistant Director in the Office of Student Rights & Responsibilities 715-425-4555, or the Office of Equity, Diversity and Inclusion at 715-425-3833. For a list of prohibited behaviors and protected classes or to report online, please, see the following link: http://www.uwrf.edu/EquityDiversityInclusion/incident.cfm

Background: The AAA Committee found that campus online information for students about sexual harassment is a work in progress. At this time, it is difficult for students to find sufficient information about sexual harassment as it affects them and how to get more information or file a complaint. There have been many changes and guidelines that have come out this year including guidance from the Department of Education’s Office of Civil Rights (OCR) entitled the Dear Colleague Letter. This guidance is being reviewed at the system level that will likely result in some changes to policies and practices related to sexual harassment and sexual assault. In addition, this is a timely discussion in light of the national attention that has been raised from the situations at Penn State and Syracuse University.

While looking at what students would find about harassment, we looked at the faculty handbook to see what is required/recommended to be in course syllabi. We were surprised to see no recommendations for discrimination or harassment statements, and we were equally amazed to find there is no information about disability accommodation. The AAA Committee decided to combine the statements into one recommendation and then took those statements to both the Inclusivity and Diversity Committee and the Disability Committee to see if they would like to co-sponsor a recommendation that all syllabi be required to have both statements. All agreed.

This item will be on the agenda for the January 17, 2011 meeting of the Faculty Senate.
4. Other motions from Committees

As of the present moment, no other motions from Faculty Senate committees to be included on the January 17, 2011 meeting agenda of the Faculty Senate have been presented to the Faculty Senate Executive Committee.

Miscellaneous New Business
No miscellaneous new business was addressed at today’s meeting.

Adjournment
Adjournment of the Faculty Senate Executive Committee meeting occurred by consensus of the committee. The meeting was adjourned at 2:55 p.m.