Minutes of the UWRF Faculty Senate Executive Committee Meeting for December 7, 2011

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

Agenda – December 7, 2011

The 2011-2012 UWRF Faculty Senate Executive Committee met on Wednesday, December 7, 2011 from 9:34 a.m. to 11:04 a.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 9:34 a.m.

2. Approval of the minutes from the November 9, 2011 and November 18, 2011 meetings of the Faculty Senate Executive Committee

   The approval of the minutes of the November 9, 2011 and November 18, 2011 Faculty Senate Executive Committee meetings occurred by consensus of the Committee.

Reports

Chair’s Report (Wes Chapin, CAS)

Marshall Toman and Wes Chapin attended the Faculty Representatives meeting in Madison on December 2, 2011. The potential to initiate a tuition remission plan was raised at the meeting but it is unclear whether one can even be initiated from a legal standpoint. Furthermore, the possibility of more state budget cuts this fiscal year came up but clarity on the matter will not available until after the turn of the year.

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

   Wes Chapin has a meeting with Provost Delgado and Associate Vice Chancellor Michael Miller on Monday, December 12, 2011 to discuss this matter further. This topic will appear on the agenda of the December 14, 2011 meeting of the Faculty Senate as a discussion item.
2. Committee Appointments
   - Assessment (CAS)
     *Catherine Ross-Stroud is being recommended to serve in this regard.*
   - Technology Council (CEPS)
     *No one at the present time has come forward to serve in this regard.*

3. Appointment of 2012-2013 Faculty Senate Committee Chairs with Reassignment Time
   - Academic Programs and Policies
     *Jim Zimmerman (CAS) is being recommended to serve in this regard.*
   - Assessment
     *Joy Benson (CBE) is being recommended to serve in this regard.*
   - Faculty Welfare
     *David Rainville (CAS) is being recommended to serve in this regard.*
   - General Education and University Requirements
     *Don Leake (CAS) is being recommended to serve in this regard.*
   - Technology Council
     *Glenn Spiczak (CAS) is being recommended to serve in this regard.*
   - University Curriculum
     *Tim Buttles (CAFES) is being recommended to serve in this regard.*

New Business
1. Appointments to the Sustainability Working Group (one faculty member from each of the four colleges, and one instructional academic staff member)
   - Dean Olson (CAFES)
   - Charlie Rader (CAS)
   - Mary Wright (CEPS)

   *These persons are being recommended to serve in this regard.*

2. Appointment of replacements for Kiril Petkov as member of Advising Committee (for spring term only) and chair (also for spring term only)

   *Magdelena Pala is being recommended to serve as the chair of this committee.*

3. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to approve the addition of a new minor in Asian Studies, as proposed by the Department of Modern Languages.

   *This item will appear on the agenda for the next Faculty Senate meeting.*
4. Motion from the ad hoc Committee on Veterans Recognition (Sandy Ellis, Chair) that the following language be placed into the Faculty and Academic Staff Handbook in Chapter 3, section 4 (the Vice Chair will title and renumber appropriately). When exactly this motion would take effect should it pass is pending.

“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 motion may or may not appear on the agenda for the next meeting of the Faculty Senate depending on the outcome of the December 7, 2011 meeting of the Academic Standards Committee.

5. Motion from the International Programs (IP) Committee (Marshal Toman, Chair) to Modify the Membership of the IP Committee

Current membership (old):

Membership: Five faculty members including at least one from each college representing the University community. One representative of the Deans’ Council, one student, the Director of the Office of Global Connections, and the Director of the International Studies Program.

To be inserted into the Handbook, the Faculty Senate By-Laws, 3.3 Article 3, Section P, and effective immediately

Proposed Membership (change indicated in bold for presentation purposes only):

Membership: Five faculty members including at least one from each college representing the University community. One representative of the Deans’ Council, one student, the Director of the Office of Global Connections, the Director of New Student and Family Programs (or designee), and the Director of the International Studies Program.

NOTE from IP Chair Marshall Toman (not part of the motion): At its November 14 meeting, the IP moved to modify its membership, due in part to the administrative change of last year that shifted the duties of incoming international students from Global Perspectives to Student Affairs, specifically to the Director of New Student and Family Programs and the office of International Student Services. The Director of New Student and Family Programs is proposed as an ex officio, voting member of the committee.

The reexamination was done pursuant to the Executive Committee’s general charge to committees to review their membership and duties and make recommendations for any changes.
The deliberation of November 14, 2011 and the report in this memo conclude the IP Committee’s work on that charge.

_This item will appear on the agenda for the next meeting of the Faculty Senate as a First Reading._

6. Equity Adjustment Fund Amendment

_This motion will appear on the agenda for the next meeting of the Faculty Senate._

7. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to appoint Patricia Berg (CAS) for Wes Chapin on the Faculty Senate Executive Committee for spring 2012. (Note: Marshall Toman, acting chair, will serve as chair of the Faculty Senate Executive Committee).

_This motion will appear on the agenda for the next meeting of the Faculty Senate._

8. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to approve the formation of a Strategic Plan Progress Committee.

**Strategic Plan Progress Committee (SPPC)**

**Role:**
- Manage, assess, and communicate progress in implementing the 2012-2017 strategic plan.

**Specific Responsibilities and Duties:**
The responsibility of the Strategic Plan Assessment and Communication Task Force is to:
- Monitor, assess and report progress on goals and initiatives, including measurable outcomes/key performance indicators
- Identify specific initiatives of the strategic plan that should be prioritized on an annual basis, and to articulate responsibility, timelines, and specific work products for the priority initiatives. These priority initiatives will be submitted to Faculty Senate for vote and to the Chancellor for consideration/approval.
- Manage documents related to the strategic plan goals, initiatives, and accomplishments.
- Facilitate strong and regular communication of strategic plan progress to the campus and broader community by:
  - Developing and ensuring the implementation of a plan for regularly updating the campus on progress, including recognizing and celebrating success, on at least a monthly basis (during the academic year)
  - Producing an annual written assessment report that is submitted to Faculty Senate and the Chancellor, and is communicated to the campus community in an effective and transparent manner
Plan and host an annual strategic planning retreat to review and discuss progress and challenges on the strategic plan, and to inspire on-going and broad ownership of the plan.

Membership (annual terms with goal to have some members serve multi-year terms to ensure continuity):

- One member of the Cabinet appointed by the Chancellor (chair)
- Faculty Senate Chair (vice chair)
- One additional faculty member to be appointed by Faculty Senate
- One tenured academic administrator appointed by the Provost
- One academic staff member appointed by the Chancellor in consultation with the Chair of Academic Staff Council and approved by Faculty Senate
- One student appointed by the Student Senate
- One support staff (ex-officio, non-voting) to manage meetings, materials, follow up (invited by the administrative chair)

Also, from time-to-time, representatives from areas such as institutional research, university communications, etc., may be invited to meetings to support the Task Force.

*This motion will appear on the agenda for the next meeting of the Faculty Senate.*

9. Motion from Academic Programs and Policies Committee (Steve Kelm, Chair) to approve the proposed changes in the International Studies Program

*This motion will appear on the agenda for the next meeting of the Faculty Senate.*

10. Motion from Academic Programs and Policies Committee (Steve Kelm, Chair) to approve the proposed MS-Clinical Exercise Physiology Program

*This motion will appear on the agenda for the next meeting of the Faculty Senate.*

11. 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 motion will appear on the agenda for the next meeting of the Faculty Senate pending the outcome of the December 9, 2011 meeting of the Faculty Welfare and Personnel Policies Committee.*

12. Textbook Privatization – Learning Resources Committee (Karen Klyczek, Chair)

*This motion will appear on the agenda for the next meeting of the Faculty Senate.*

13. Other motions from Faculty Senate Committees

*As of the present moment, no motions from other Faculty Senate Committees will appear on the agenda for the next meeting of the Faculty Senate.*
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 11:04 a.m.*