Date: December 4, 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 December 7 at 9:30 a.m. in 353 KFA.

Call to Order

Approval of Minutes

Reports

Unfinished Business

1. Graduate Council and Faculty Senate

2. Committee Appointments:
   - Assessment (CAS): Mike Kahlow, Catherine Ross-Stroud, Grace Coggio
   - Tech Council (CEPS):

3. Committee chairs with reassignment time, 2012-13 appointments (VOLUNTEERS from current committees):
   - AP&P: David Rainville, Jim Zimmerman
   - Assessment: Joy Benson
   - Faculty Welfare: Rellen Hardtke, David Rainville
   - General Education and University Requirements: Tim Buttles, Don Leake
   - Technology Council: Bob Coffman, Glenn Spiczak
   - University Curriculum: Arpan Jani

New Business

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

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

Language sent in earlier email as attachment

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). 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.”

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 and the report in this memo conclude the IP Committee’s work on that charge.

6. Equity Adjustment Fund Amendment

Language is being sent by the committee chair

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

8. Motion from the 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:
  o 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)
  o 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) 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.

9. Motion from AP&P (Steve Kelm, Chair) to approve the proposed changes in the International Studies Program

Language is being sent by the committee

10. Motion from AP&P (Steve Kelm, Chair) to approve the proposed MS-Clinical Exercise Physiology Program

Language is being sent by the committee

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

Language is being sent by the committee

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

Language is being sent by the committee

13. Other motions from Committees

Miscellaneous