<table>
<thead>
<tr>
<th>MOTION</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>94-95/3</td>
<td>Motion to correct the membership of the Audit and Review committee and to change the chair of the Computer Guidance Committee approved.</td>
</tr>
<tr>
<td>94-95/4</td>
<td>Approval of motion to send a letter extending condolences to the family of Dr. Richard Peery Johnston.</td>
</tr>
<tr>
<td>94-95/5</td>
<td>Failure of motion to recommend the banning of the use of smokeless tobacco in all University buildings and facilities.</td>
</tr>
<tr>
<td>94-95/6</td>
<td>Motion to change timelines in RF 3.61 so that dates for retention for faculty with two or more years of service are the same as the present dates for retention actions for first year faculty approved.</td>
</tr>
<tr>
<td>94-95/7</td>
<td>Approval of motion which states that the timelines in the calendar paragraph in Promotion Procedures of Chapter 4 of the Faculty Handbook be changed (see motion).</td>
</tr>
<tr>
<td>94-95/8</td>
<td>Motion that the criteria for promotion listed under Contribution to the University in Chapter 4 of the Faculty Handbook be made identical to the criteria for retention and tenure approved.</td>
</tr>
<tr>
<td>94-95/9</td>
<td>Approval of motion which states that UWRF should not accept funds from Title VIII Coop Grant until further study is completed.</td>
</tr>
<tr>
<td>94-95/10</td>
<td>(Substitute Motion) Student Evaluations.</td>
</tr>
<tr>
<td>94-94/11</td>
<td>Approval of motion to support the university in accepting the Title VIII Coop Education Grant providing the certain modifications are made. (See Motion)</td>
</tr>
<tr>
<td>94-95/12</td>
<td>Approval of motion that a pilot program be instituted for the 100 level (introductory) courses to test an 'Early Warning System’ for students in academic troubles.</td>
</tr>
<tr>
<td>94-94/13</td>
<td>Approval of motion (Keenan/Klyczek) that the course, Women’s Studies 220, Gender Issues in Science, 3 Credits, be included as a course to satisfy the diversity requirements.</td>
</tr>
<tr>
<td>94-95/14</td>
<td>Motion to endorse the Reallocation and Review Principles passes.</td>
</tr>
</tbody>
</table>
94-95/15  Motion to accept the recommended 1996-97 calendar.

94-95/16  Motion approved to accept the Resolution listed in the minutes section of Faculty Senate.

94-95/17  Motion approved for the recommendations from the Academic policy and Program Committee regarding the number of credits to degree.

94-95/18  Approval that possession of computers should be a goal of the University of Wisconsin-River Falls for all students and faculty.

94-95/19  Approval of recommendation (Zimmerman/Seefelt) that the "Student Complaint Log" form be used in the future.

94-95/20  Approval of motion (Keenan/Carstens) that the "Procedure for Student Appeal of Grades" be adopted on this campus.(also see 94-95A)

94-95/21  Approval of motion (Leake/Hendrickson) to request the Faculty Welfare and Personnel Policy Committee to review the new hiring procedures for part-time temporary instructional academic staff and report to Faculty Senate.

94-95/22  The approval of the motion of the Academic Policy and Program Committee to approve the course Chemistry 102 as a General Education course.

94-95/23  Student Evaluation of classroom teaching.

94-95/24  Motion passed to endorse the theme, "A Step into Reality: Thriving Through Change", for the 1995-96 school year.

94-95/25  Motion passes that the Tier II model shall be allowed for funding some summer session courses.

94-95/26  Motion passes to approve the hiring policy for part-time instructors as amended by the Faculty Welfare and Personnel Policy Committee.

94-95/27  Motion recommended minimum syllabus information.

94-95/A  Motion student appeal of grades or other grievances concerning academic matters.

94-95/28  Motion for revision to Chapter 4, Section 1 of the Faculty Handbook. Extending of probationary period.
94-95/29  Motion to accept change in name and charter of the Computer Guidance committee.

94-95/30  Motion of the Salary Committee to continue the 1994 formula for merit distribution: 1/3 Merit Pay and 2/3 Solid Performance for 1995-96.

94-95/31  Motion to approve Marketing Communication major and the program admissions requirements to be reworded. (see motion 94-95/31).

94-95/B  Suspend rules of election. Termination Committee.

94-95/32  Motion of the AP&P Committee to approve SCTA 389 "Special Topics: Interpersonal Communication Between Women and Men" as a course meeting the diversity requirement.

94-95/33  Motion of 1995-96 Faculty Member Committee members and chairs approved.

94-95/34  Motion approved to approve the Environmental Science Option in the Soil Science Major.
May 19, 1995

TO: Gary A. Thibodeau, Chancellor
University of Wisconsin-River Falls

FROM: P. B. George, Chair
UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/34 for your consideration

At the May 19, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/34 was approved. This motion is forwarded for your consideration.

Approval of Environmental Science Option in Soil Science Major.

See attached.

Motion 94/95/34 passes.

[Signatures]

Approve

Disapprove

Gary A. Thibodeau, Chancellor
May 3, 1995

TO:       Dr. Phil George, Chair
          Faculty Senate

FROM:     Michael G. Davis, Chair
          Academic Policy and Program Committee

RE:  Environmental Science Option in the Soil Science Major

On May 3 the Academic Policy & Program Committee voted to recommend that the Faculty Senate approve the Environmental Science Option in Soil Science Major. A copy of this proposal is attached for your information.

Encl.:  Letter of transmittal
        Proposal to establish an Environmental Science Option in the Soil Science Major

c:      Dean Gary E. Rohde
        Stan Schraufnagel
        Don Taylor
        Roger A. Swanson
        Robert Baker
MEMORANDUM

Date:        April 17, 1995

To:          Mike Davis, Chair
             University Academic Program and Policy Committee
             Phil George, Chair
             Faculty Senate

From:        Gary E. Rohde, Dean
             College of Agriculture

Subject:      ENVIRONMENTAL SCIENCE OPTION IN SOIL SCIENCE MAJOR

The Plant & Earth Science Department and the College would like to obtain approval by the end of Spring Semester 1995 for the Environmental Science Option in the Soil Science major.

The original copy of the proposal with the letter of transmittal is being forwarded to Mike Davis for approval from the Academic Program and Policy Committee. I am also sending a copy to Phil George with the hope that the Faculty Senate would also approve the proposal prior to the end of Spring Semester.

The proposal has been reviewed by the Vice Chancellor and he has indicated that the proposal is ready to be acted on by the Academic Program and Policy Committee.

Thank you for consideration of this request.

Attachment
LETTER OF TRANSMITTAL

I. Program Information

A. Title of Program: Environmental Science Option in the Soil Science Major
B. Department: Plant and Earth Science
C. College: Agriculture
D. University: UW-River Falls
E. Description of Request: The Department of Plant and Earth Science requests permission to establish an option in Environmental Science within the Soil Science Major.

II. Unit Approvals

<table>
<thead>
<tr>
<th>Approval</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Chair</td>
<td>2/24/95</td>
</tr>
<tr>
<td>College Curriculum Committee Chair</td>
<td>3/24/95</td>
</tr>
<tr>
<td>Dean of College</td>
<td>3/29/95</td>
</tr>
<tr>
<td>Academic Program and Policy Committee Chair</td>
<td>5/3/95</td>
</tr>
<tr>
<td>Faculty Senate Chair</td>
<td>5/19/95</td>
</tr>
<tr>
<td>Vice Chancellor</td>
<td>5/3/95</td>
</tr>
<tr>
<td>Chancellor</td>
<td>5/4/95</td>
</tr>
</tbody>
</table>

III. System Administration Approval

A. Vice President for Academic Affairs

B. President, UW System

IV. Academic Program Guidelines call for information only to Board of Regents
I. Program Information

A. Title of Program: Environmental Science Option in the Soil Science Major

B. Department: Plant and Earth Science

C. College: Agriculture

D. University: UW-River Falls

E. Description of Request: The Department of Plant and Earth Science requests permission to establish an option in Environmental Science within the Soil Science Major.

II. Unit Approvals

A. Department Chair

B. College Curriculum Committee Chair

C. Dean of College

D. Academic Program and Policy Committee Chair

E. Faculty Senate Chair

F. Vice Chancellor

G. Chancellor

III. System Administration Approval

A. Vice President for Academic Affairs

B. President, UW System

IV. Academic Program Guidelines call for information only to Board of Regents
February 27, 1995

To:        Stan Schraufnagel, Chair
           College of Agriculture Curriculum Committee

From:      Don Taylor
           Plant & Earth Science Department

Re:        Proposal for an Environmental Science Option in the Soil Science Major

Attached please find our proposal for establishment of an Environmental Science Option within the Soil Science Major. We have sent it out for review to all faculty members within the Plant and Earth Sciences Department and the chairs of the following departments: Agricultural Economics, Agricultural Education, Agricultural Engineering, Animal and Food Sciences, Biology, Chemistry, Geography, and Physics. Many of these individuals have responded with comments or suggestions. We have incorporated those considered beneficial to the option or the proposal.

We consider the proposal ready to move forward through the approval process and are submitting it to the College of Agriculture Curriculum Committee for consideration.

attachment

cc:  Gary Rohde

jfk
PROPOSAL TO ESTABLISH AN ENVIRONMENTAL SCIENCE OPTION
WITHIN THE SOIL SCIENCE MAJOR

1. **Exact Description of Request:** The Department of Plant and
Earth Science requests permission to establish an Environmental
Science option within the Soil Science major.

The option is proposed for inclusion in the 1997-99 UW-River
Falls undergraduate catalog.

2. **Title of Program:** Environmental Science option in the Soil
Science major will be listed under the Department of Plant and
Earth Science.

3. **Relationship to Mission of the Institution:** Establishment of
this option is directly related to the select mission of the
University of Wisconsin-River Falls. Statement B of the select
mission states "The University offers liberal arts programs and
degrees to meet regional needs in the arts, humanities,
mathematics, natural and physical sciences, and social and
behavioral sciences." Statement D of the select mission states
"The University offers programs and degrees in the agricultural
sciences, agribusiness, and agricultural teacher education."
By establishing this option, students majoring in soil science
would be able to better meet the need for soil scientists in
both agricultural and nonagricultural sectors. Students in the
Soil Science option would more likely enter the traditional
soil science fields of soil and water conservation, crop
production, and soil mapping; fields closely related to
agriculture. Students in the Environmental Science option
would prepare more for areas of soil and groundwater
remediation, wetland use and preservation, and land use
assessment and planning.

**Proposed Option:** See attached course schedules for the proposed
option and for the existing soil science option. The intent of
the proposed Environmental Science option is to train soil
scientists prepared for careers in environmentally-related
fields. The core soil science courses are the same for the
Environmental Science option and the Soil Science option, as
the focus of both options is to train students in all the
fundamentals of the field of soil science. Other required
courses and directed electives are quite different, with the
Soil Science option emphasizing courses in agronomy and biology
and the Environmental Science option emphasizing basic science
and water quality related courses. A comparison of the two
options follows:
### Environmental Science Option

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOILS 311</td>
<td>Fertility (4)</td>
<td></td>
</tr>
<tr>
<td>SOILS 350</td>
<td>Pedology (4)</td>
<td></td>
</tr>
<tr>
<td>SOILS 440</td>
<td>Conservation (4)</td>
<td></td>
</tr>
<tr>
<td>SOILS 460</td>
<td>Hydrogeology (3)</td>
<td></td>
</tr>
<tr>
<td>SOILS 485</td>
<td>Seminar</td>
<td>(1-3)</td>
</tr>
<tr>
<td>RESMTG 360</td>
<td>Hydrology (4)</td>
<td></td>
</tr>
<tr>
<td>CPTS 105</td>
<td>Computer (2)</td>
<td></td>
</tr>
<tr>
<td>CHEM 112,117</td>
<td>Chem II (5)</td>
<td></td>
</tr>
<tr>
<td>GEOL 102</td>
<td>Lab (1)</td>
<td></td>
</tr>
</tbody>
</table>

### Soil Science Option

<table>
<thead>
<tr>
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<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOILS 311</td>
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</tr>
<tr>
<td>SOILS 440</td>
<td>Conservation (4)</td>
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</tr>
<tr>
<td>SOILS 460</td>
<td>Physics (3)</td>
<td></td>
</tr>
<tr>
<td>SOILS 485</td>
<td>Seminar (1-3)</td>
<td></td>
</tr>
<tr>
<td>RESMTG 360</td>
<td>Hydrology (4)</td>
<td></td>
</tr>
<tr>
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</tr>
<tr>
<td>GEOL 102</td>
<td>Lab (1)</td>
<td></td>
</tr>
</tbody>
</table>

### OTHER REQUIRED COURSES (23 CR)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 231,236</td>
<td>Organic (4)</td>
<td></td>
</tr>
<tr>
<td>GEOL 327</td>
<td>Glac/Geomorph (4)</td>
<td></td>
</tr>
<tr>
<td>GEOL 445</td>
<td>Hydrogeology (3)</td>
<td></td>
</tr>
<tr>
<td>GEOL 446</td>
<td>Soil/Grndwtr Remed (3)</td>
<td></td>
</tr>
<tr>
<td>MATH 166</td>
<td>Calculus (4)</td>
<td></td>
</tr>
<tr>
<td>PHYS 151,156</td>
<td>Gen Phys (5)</td>
<td></td>
</tr>
</tbody>
</table>

### DIRECTED ELECTIVES (13-19 CR)

Select 4 Courses From:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGEC 450</td>
<td>Nat Res Econ (3)</td>
<td></td>
</tr>
<tr>
<td>AGENG 365</td>
<td>Waste Mgt (3)</td>
<td></td>
</tr>
<tr>
<td>AGENG 425</td>
<td>Env Eng (4)</td>
<td></td>
</tr>
<tr>
<td>BIOL 210</td>
<td>Botany (3)</td>
<td></td>
</tr>
<tr>
<td>BIOL 310</td>
<td>Plant ID (3)</td>
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</tr>
<tr>
<td>BIOL 355</td>
<td>Env Law (2)</td>
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</tr>
<tr>
<td>BIOL 411</td>
<td>Env Analysis I (3)</td>
<td></td>
</tr>
<tr>
<td>CHEM 251,256</td>
<td>Anal Chem (4)</td>
<td></td>
</tr>
<tr>
<td>GEN ENG 201</td>
<td>Ind Safety (2)</td>
<td></td>
</tr>
<tr>
<td>GEN ENG 235</td>
<td>Surveying (3)</td>
<td></td>
</tr>
<tr>
<td>GEN ENG 236</td>
<td>Adv Surv (3)</td>
<td></td>
</tr>
<tr>
<td>GEOG 250</td>
<td>Cartography (3)</td>
<td></td>
</tr>
<tr>
<td>GEOG 360</td>
<td>Intro GIS (3)</td>
<td></td>
</tr>
<tr>
<td>PHIL 303</td>
<td>Env Ethics (3)</td>
<td></td>
</tr>
<tr>
<td>PHYS 152,157</td>
<td>Gen Phys (5)</td>
<td></td>
</tr>
<tr>
<td>RESMTG 203</td>
<td>Policies (3)</td>
<td></td>
</tr>
<tr>
<td>RESMTG 220</td>
<td>Protect of NR (3)</td>
<td></td>
</tr>
<tr>
<td>RESMTG 333</td>
<td>Remote Sensing (3)</td>
<td></td>
</tr>
<tr>
<td>RESMTG 339</td>
<td>GIS in Res Mgt (3)</td>
<td></td>
</tr>
<tr>
<td>RESMTG 435</td>
<td>R/U Land Use (3)</td>
<td></td>
</tr>
</tbody>
</table>

Select 1 Course From Each Group:

**GROUP 1:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGEC 320</td>
<td>Stats (3)</td>
<td></td>
</tr>
<tr>
<td>AGRN 257</td>
<td>P1. Genetics (3)</td>
<td></td>
</tr>
<tr>
<td>ANSC 257</td>
<td>Genetics (3)</td>
<td></td>
</tr>
<tr>
<td>ANSC 341</td>
<td>Biometrics (3)</td>
<td></td>
</tr>
<tr>
<td>CHEM 230</td>
<td>Gen. Organic (3)</td>
<td></td>
</tr>
<tr>
<td>CHEM 251,256</td>
<td>Analytical (4)</td>
<td></td>
</tr>
<tr>
<td>MATH 147</td>
<td>Alg/Trig (3)</td>
<td></td>
</tr>
<tr>
<td>PHYS 151</td>
<td>Gen. Physics (4)</td>
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</tr>
</tbody>
</table>

**GROUP 2:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 367</td>
<td>Tech Writing (3)</td>
<td></td>
</tr>
<tr>
<td>SPEECH 211</td>
<td></td>
<td>(3)</td>
</tr>
</tbody>
</table>

### Cost Implications:

The implementation of the Environmental Science Option will not require addition of new faculty or staff. By utilizing recently developed courses in several departments, excellent programs in both options are possible with currently available courses and staffing.
Rationale for Establishing the Environmental Science Option: Two factors occurring over the recent past have made establishment of an Environmental Science option within the Soil Science major desirable at this time. First, the national increase in environmental awareness during the last decade has resulted in an increasing demand for soil graduates to enter careers outside of the traditional agricultural sector of society. Soil scientists are employed by engineering firms for on-site evaluation of soil properties for uses such as pipe-line construction, leaking underground storage tank site remediation, waste disposal, or controlling construction-site soil erosion. Graduates presently employed in these areas have made suggestions for modifying our curriculum to provide appropriate training. Second, in response to increased employment opportunities and need for trained environmental scientists, several new courses have been developed in related departments that would be beneficial to soil scientists employed in the environmental sector. Examples of such courses include: Agricultural Engineering 365 - Waste Management Systems, Agricultural Engineering 425 - Environmental Engineering Technology, Geography 360 - Introduction to Geographic Information Systems, Geology 445 - Hydrogeology, Geology 446 - Soil and Groundwater Remediation Techniques, and Resource Management 339 - GIS Applications in Resource Management. Development of these courses have added considerable opportunities and flexibility to students interested in an environmentally-related soil science career. Environmental issues are also receiving increased emphasis in existing soil science courses as compared to these courses a few years ago.

Due to the demand for soil scientists in environmentally as well as agriculturally-related fields and the capability of this university to provide adequate training, we have developed two curricula for students majoring in soil science. The advantages of making the curricula formal options under the Soil Science major are first, the options could be used as a recruiting tool to attract students with environmental as well as agricultural interests into the soil science program at U.W.-River Falls, and second, students completing the environmental science option could use it as evidence of their training in environmental as well as soil science issues.

Several other programs at UW-River Falls are training students for careers in the environmental sector. These include the Conservation major in Resource Management, the Environmental Technology emphasis in Broad Field Science major, the Environmental Engineering Technology option in Agricultural Engineering Technology major, the Hydrogeology minor in Geology major. The difference between this option and the other available environmental programs on campus is the specialized training in soil science which is not the focus of other programs. As such it will be a significant addition to the options of students interested in the environmental sciences. A copy of a similar option currently under consideration at Purdue University is attached.
# B.S. in Soil Science: Environmental Science Option

## I. General Studies (41 cr)

### A. Communication (9 cr)

1. **Speech (3 cr)**
   - SCTA 101 Oral Comm

2. **Composition (6 cr)**
   - ENG 111 Fresh. English I
   - ENG 112 Fresh. English II

### B. Humanities/Fine Arts (8-9 cr)

1. **Literature (3 cr) CHOOSE 1**
   - ENG 241 Human Issues
   - ENG 242 Heroic Figures
   - ENG 243 Types of Lit
   - ENG 244 Mod Traditions
   - ENG 245 Western World Lit

2. **Fine Arts (3 cr) CHOOSE 1**
   - ART 100 Intro Art
   - ART 211 Art to 1500
   - ART 212 Art since 1500
   - PE 100 Dance
   - MUS 100 Intro to Music
   - MUS 200 Amer. Culture
   - MUS 234 Music Hist. 1
   - MUS 235 Music Hist. 2
   - SCTA 105 Intro Theater
   - SCTA 337 Hist. Theater 1
   - SCTA 338 Hist. Theater 2
   - SCTA 339 Amer. Theater

### 3. Other (2-3 cr) CHOOSE 1

These courses fulfill this category AND the diversity requirement.

- ENG 203 Afr-Amer Lit
- ENG 206 Ethnic Film
- ENG 207 Asian-Am Lit
- ENG 212 Native Am Lit
- ENG 233 Intro Poetry
- ENG 300 Women and Film
- ENG 443 Am/Ethn Women
- HIST 101 West. Civ.
- HIST 130 Rus/Sov. Civ.
- HIST 213 Early Christ.
- MODL 102 Beg. Lang.
- MODL 201 Intermediate
- MODL 202 Intermediate
- MODL 301 Comp/Conv
- PHIL 151 Living Issues
- PHIL 221 Ancient Phil.
- PHIL 222 Hellenistic
- PHIL 223 Early Modern
- PHIL 224 Late Modern
- PHIL 230 Logical Reas.
- PHIL 235 Aesthetics
- PHIL 240 Social Ethics
- PHIL 245 Oriental/Islamic
- SR CPST Humanities 496

### C. Social/Behavioral Sciences (8-9 cr)

TAKE 3 COURSES FROM ANY 3 OF THE FOLLOWING AREAS:

- **ANTHROPOLOGY 150**
- **ECONOMICS 100**
- **GEOGRAPHY 120 or 140**
- **HISTORY 102, 103, 104, 140, 145 or 160**
- **POL SCI 113 or 260**
- **PSYCH 101 or 230**
- **RES MGMT 105**
- **SOCIOLOGY 100**
- **Sr CPST Soc Sci 496**

### D. Sciences (11 cr)

- **BIOL 100 Biology (lab)**
- **CHEM 111 Gen. Chemistry**
- **CHEM 116 Lab**
- **GEOL 101 Intro to Geology (w/ GEOL 102 lab)**

### E. Mathematics (4 cr)

- **MATH 148 Algebra**

### F. Physical Education (2 cr)

- **PE 108 Health/Fitness (1 cr)**

Select any 2.5 cr lifetime activity classes:

### G. Cultural Diversity Requirement

---

**MUST TAKE 1 BUT NO MORE THAN 2**

## II. College Requirements (9 cr)

- **AG ENG 150**
- **HORT/AGRON 161**
- **SOILS 210 (PR CHEM 111)**

## III. Academic Specialization (28 cr)

- **SOILS 311 Fertility (4)**
- **SOILS 350 Pedology (4)**
- **SOILS 440 Conservation (4)**
- **SOILS 460 Physics (3)**
- **SOILS 485 Seminar (1-3)**
- **RES MGT 360 Hydrology (4)**
- **CPTS 101 Computer (2)**
- **CHM 112, 117 Chem II (5)**
- **GEOL 102 Lab (1)**

## IV. Other Required Courses (23 cr)

- **CHEM 231, 236 Organic (4)**
- **GEOL 327 Glac/Geomorph(4)**
- **GEOL 445 Hydrogeology (3)**
- **GEOL 446 Soil/Grndwtr (3)**
- **MATH 166 Calculus (4)**
- **PHYS 151,156 Gen Phys (5)**

## V. Directed Electives (13-19 cr)

SELECT 3 COURSES FROM:

- **AGEC 450 Nat Res Econ (3)**
- **AGENG 365 Waste Mgt (3)**
- **AGENG 425 Env Eng (4)**
- **Biol 210 Botany (3)**
- **Biol 310 Plant ID (3)**
- **Biol 355 Env Law (2)**
- **Biol 411 Env Analysis I (3)**
- **Chem 251,256 Analytical (4)**
- **Eng 201 Ind Safety(2)**
- **Eng 235 Surveying (3)**
- **Eng 236 Adv Surv (3)**
- **Geog 250 Cartography (3)**
- **Geog 360 Intro GIS (3)**
- **Phil 303 Env Ethics (3)**
- **Phys 152,157 Gen Physics(5)**
- **Res MGT 203 Policies (3)**
- **Res MGT 220 Protect of NR (3)**
- **Res MGT 333 Remote Sensing(3)**
- **Res MGT 339 GIS in RM (3)**
- **Res MGT 435 R/U LandUse(3)**

## VI. Unrestricted Electives (8-14 cr)

CONSIDER THESE ELECTIVES:

- **AGR 345 Weeds (4)**
- **AGR 451 IPM (3)**
- **AGR 462 Ag Ecol (2)**
- **CHEM 232,237 Organic (4)**
- **GEN ENG 368 CADD (2)**
- **GEOG 212 Weather/Clim (3)**
- **GEOL 231 Petrology (3)**
- **GEOL 269 Environmental (2)**
- **GEOL 330 Meteorology (3)**
- **GEOL 362 Sed/Strat (4)**
- **MATH 167 Calculus (4)**
- **PHYS 311 Electronics (3)**
I. GENERAL STUDIES (41 CR)
   A. Communication (9 cr)
      1. Speech (3 cr)
         ____ SCTA 101 Oral Comm
      2. Composition (6 cr)
         ____ ENG 111 Fresh. English I
         ____ ENG 112 Fresh. English II
   B. Humanities/Fine Arts (8-9 cr)
      1. Literature (3 cr) CHOOSE 1
         ____ ENG 241 Human Issues
         ____ ENG 242 Heroic Figures
         ____ ENG 243 Types of Lit
         ____ HIST 101 Intro to Music
      2. Fine Arts (3 cr) CHOOSE 1
         ____ ART 100 Intro Art
         ____ ART 211 Art to 1500
         ____ ART 212 Art since 1500
         ____ MUS 100 Intro to Music
      3. Other (2-3 cr) CHOOSE 1
         ____ HIST 101 West. Civ.
         ____ HIST 130 Rus/Sov. Civ.
         ____ MODL 102 Beg. Lang.
         ____ MODL 201 Intermediate
         ____ MODL 202 Intermediate
         ____ MODL 301 Comp/Conv
         ____ PHIL 200 Gen. Ethics
         ____ PHIL 211 Social Ethics
         ____ SR CPST Soc Sci 498*
   C. Social/Behavioral Sciences (8-9 cr)
      __ TAKE 1 COURSE FROM ANY OF THE FOLLOWING AREAS.
         ____ ANTHROPOLOGY 150
         ____ ECONOMICS 100
         ____ GEOGRAPHY 120 or 140
         ____ HISTORY 102, 103, 104, 140, 145 or 160
         ____ POL SCI 113 or 260
         ____ PSYCH 101 or 230
         ____ RES MGMT 105
         ____ SOCIOLOGY 100
         ____ Sr CPST Soc Sci 498*
   D. Sciences (11 cr)
      ____ BIOL 100 Biology (lab)
      ____ CHEM 111 Gen. Chemistry
      ____ CHEM 116 Lab
      ____ GEOL 101 Intro to Geology
   E. Mathematics (4 cr)
      ____ MATH 146 Algebra
   F. Physical Education (2 cr)
      ____ PE 108 Health/Fitness (1 cr)
      ______ Select any 2 or 0.5 cr lifetime activity classes:
      ______
   G. Cultural Diversity Requirement
      ______

* MUST TAKE 1 BUT NO MORE THAN 2

II. COLLEGE REQUIREMENTS (15 CR)
    ____ AG ECON 230
    ____ AG ENG 150
    ____ AN SCI 111
    ____ HORT/AGRON 161
    ____ SOIL 210 (PR CHEM 111)

III. ACADEMIC SPECIALIZATION (28 CR)
    ____ SOILS 311 Fertility (4)
    ____ SOILS 350 Pedology (4)
    ____ SOILS 440 Conservation (4)
    ____ SOILS 460 Physics (3)
    ____ SOILS 485 Seminar (1-3)
    ____ RESMGT 360 Hydrology (4)
    ____ OPTS 105 Computer (2)
    ____ GEOL 102 Lab (1)
    ____ CHEM 112 Chem II (4)
    ____ CHEM 117 Lab (1)

IV. DIRECTED ELECTIVES (19-24 CR)
    SELECT 3 COURSES FROM:
    ____ AGRN 260 Plant/Seed (2)
    ____ AGRN 263 Forages (3)
    ____ AGRN 266 Crop/Soy (3)
    ____ AGRN 267 Small Grains (3)
    ____ AGRN 345 Weeds (3)
    ____ AGRN 435 Physiology (3)
    ____ AGRN 462 Ag Ecol (2)
    SELECT 3 COURSES FROM:
    ____ AGRN 451 IPM (3)
    ____ BIOL 210 Botany (3)
    ____ BIOL 230 Zoology (3)
    ____ BIOL 240 Cells (3)
    ____ BIOL 314 Pathology (3)
    ____ BIOL 324 Bacteriology (4)
    ____ BIOL 333 Entomology (3)
    ____ GEOL 327 Geomorph (4)
    SELECT 1 COURSE FROM EACH GROUP:
       __ SELECT 1 COURSE FROM EACH GROUP:
       ____ AGEC 320 Stats (3)
       ____ AGRN 257 PL/Genetics (3)
       ____ ANSC 257 Genetics (3)
       ____ ANSC 341 Biometrics (3)
       ____ CHEM 230 Gen.Organic (3)
       ____ CHEM 251/256 Analytical (4)
       ____ MATH 147 Alg/Trig (3)

V. UNRESTRICTED ELECTIVES (19-26 CR)
    ____ PHYS 151 Gen. Physics (4)

GROUP 2:
    ____ ENGL 367 Tech Writing (3)
    ____ SPEECH 211 (3)

CONSIDER THESE ELECTIVES:
    ____ AG ENG 325 Energy (3)
    ____ AG ENG 365 Waste Mgt (3)
    ____ GEN ENG 235, 236
    ____ Surveying (6)
    ____ GEOG 250 Cartography (3)
    ____ GEOG 360 GIS
    ____ GEOG 445 Hydrogeology (4)
    ____ MATH 166 Calculus I (4)
    ____ MATH 167 Calculus II (4)
    ____ RESMGT 109Foresty (2)
    ____ RESMGT 333 Remote Sensing (3)
    ____ RESMGT 343 Woodlot Mgmt (3)

GROUP 1:
Purdue University

Department of Agronomy
Crop, Soil & Environmental Sciences

FROM:  FAX NUMBER:  317-496-1368
NAME:  John Graveel
ADDRESS:  Department of Agronomy
1150 Lilly Hall of Life Sciences
West Lafayette, IN  47907-1150

TO:  FAX NUMBER:  715-425-3785
NAME:  Larry Meyers
ADDRESS:  University of Wisconsin
River Falls, WI

Total number of pages (including this cover sheet):  6

Message:
PROPOSED ENVIRONMENTAL SOIL SCIENCE OPTION

SCHOOL OF AGRICULTURE REQUIREMENTS

School of Agriculture Orientation

AGR 101 - 1 __

Math & Basic Sciences (31 credits)

Minimum Requirements

MA 223 & 224 - 6 ___
STAT 301 - 3 ___
CHEM 111 & 112 - 6 ___
CHEM 257 & 257L - 5 ___
BIOL 110 & 111 - 8 ___
ENGR 231/CS 145 - 3 ___

Written and Oral Communication (12 credits)

ENGL 101 & 102 - 6 ___
COM 114 - 3 ___
ENGL 421 - 3 ___
(Technical Writing)

Broadening Electives (21 credits)

ECON 210/217/251/252 - 3 ___
Int'l Understand. elect. - 6 ___
Hum. Soc. Sciences elect. - 9 ___
Add. Broadening elective - 3 ___

DEPARTMENTAL REQUIREMENTS

Core Requirements (35 credits)

Soil Science Courses (18 credits)

AGRY 255 (Soil Science) - 3 ___
AGRY 440 (Soil Chemistry) - 3 ___
AGRY 460 (Soil Physics) - 3 ___
AGRY 480 (Soil Ecology) - 3 ___
AGRY 565 (Soil Classification & Survey) - 3 ___

Additional Soil Science Elective - 3 ___

Crop Production Electives (6 credits)

- 3 ___
- 3 ___

Engineering Elective (3 credits)

- 3 ___

Physics Elective (4 credits)

- 4 ___

GEOS 111 (Phys. Geology) - 3 ___
AGRY XXX (Seminar) - 1 ___
Science Elective (12 credits)

Directed Electives (12 credits)
Select from A, C, E, or F on attached list.

Free Electives (9 credits)

TOTAL HOURS (133 required)
A. Soil Science Electives

AGRY 190  Soil, Air & Water Contamination
AGRY 355  Soil Morphology & Geography
AGRY 365  Soil Fertility
AGRY 450  Soil and Water Conservation
AGRY 475  Near Surface Hydrology
AGRY 495  Practicum
AGRY 556  Environmental Biophysics
AGRY 544  Environmental Organic Chemistry
AGRY 545  Remote Sensing of Land Resources
AGRY 555  Environmental Analysis
AGRY 582  Biodegradation and Bioremediation of Xenobiotics
AGRY 585  Soils and Land Use

B. Crop Production Electives

AGRY 375  Crop Production Systems
AGRY 525  Crop Physiology and Ecology
HORT 300  Physiology of Horticultural Plants

C. Engineering Electives

ASM 211  Technical Graphic Communication
CE 350  Environmental Engineering
CE 352  Biological Principles of Environmental Engineering
CE 458  Wastewater Treatment
CE 503  Photogrammetry I
CE 544  Subsurface Hydrology
CE 550  Physico-Chemical Processes in Environmental Engineering I
CE 554  Aquatic Chemistry in Environmental Engineering
CE 557  Air Quality Management
CE 597S  Microbial Degradation of Pollutants

D. Physics Electives

PHYS 152  Mechanics
PHYS 205  Survey of Physics
PHYS 218  General Physics
PHYS 219  General Physics
PHYS 220  General Physics
PHYS 221  General Physics
E. Science Electives

*Calculus*
- MA 161: Plane Analytic Geometry & Calculus I
- MA 162: Plane Geometry and Calculus II
- MA 163: Integrated Calculus & Analytic Geometry I
- MA 164: Integrated Calculus & Analytic Geometry II
- MA 173: Calculus & Analytic Geometry I
- MA 174: Calculus and Analytic Geometry II
- MA 261: Multivariate Calculus
- MA 262: Linear Algebra & Differential Equations
- MA 271: Calculus
- MA 272: Differential Equations & Linear Algebra

*Statistics*
- STAT 301: Elementary Statistical Methods
- STAT 501: Experimental Statistics I
- STAT 502: Experimental Statistics II
- STAT 503: Statistical Methods for Biology
- STAT 511: Statistical Methods

*Chemistry*
- BCHM 207: Biochemistry
- BCHM 209: Biochemistry Laboratory
- CHM 115: General Chemistry
- CHM 116: General Chemistry
- CHM 135: General Chemistry (Honors)
- CHM 136: General Chemistry (Honors)
- CHM 224: Introductory Quantitative Analysis
- CHM 255: Organic Chemistry
- CHM 255L: Organic Chemistry Laboratory
- CHM 256: Organic Chemistry
- CHM 256L: Organic Chemistry Laboratory
- CHM 257: Organic Chemistry
- CHM 257L: Organic Chemistry Laboratory
- CHM 261: Organic Chemistry
- CHM 262: Organic Chemistry
- CHM 263: Organic Chemistry Laboratory
- CHM 264: Organic Chemistry Laboratory
- CHM 265: Organic Chemistry Laboratory
- CHM 266: Organic Chemistry Laboratory
- CHM 267: Organic Chemistry Laboratory (Honors)
- CHM 268: Organic Chemistry Laboratory (Honors)
- PHYS 241: Electricity and Optics
- PHYS 251: Heat, Electricity, and Optics
### Biological Sciences

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<td>BIOL 122</td>
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<td>BIOL 131</td>
<td>Biology II: Development, Structure, and Function of Organisms</td>
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<tr>
<td>BIOL 132</td>
<td>Laboratory in Biology II: Development, Structure, and Function of Organisms</td>
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<td>Human Anatomy and Physiology</td>
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<td>Social Impact of the Biological Sciences</td>
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<td>Introduction to Microbiology</td>
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<td>BIOL 286</td>
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<td>FNR 223</td>
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### Computer Applications

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<td>AGEC 451</td>
<td>Applied Econometrics</td>
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<td>AGEC 452</td>
<td>Quantitative Techniques for Firm Decision Making</td>
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<td>ASM 211</td>
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<td>A&amp;M 231</td>
<td>Agricultural Computing Applications</td>
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<td>CS 150</td>
<td>Programming I for Engineers and Scientists</td>
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<td>CS 180</td>
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<td>EDCI 460</td>
<td>Introduction to Computers in Education</td>
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<td>Survey of Computer-Aided Drafting and Design</td>
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Earth and Atmospheric Sciences
AGRY 335  Weather and Climate
AGRY 336  General Meteorology
ATMS 230  Introduction to Atmospheric Science
GEOS 120  Introduction to Geography
GEOS 171  Origin and Development of Life
GEOS 243  Mineralogy
GEOS 244  Petrology

F. Directed Electives

BIOL 549  Microbial Ecology
CHM 424  Instrumentation and Chromatography
FNR 588  Global Environmental Issues
FNR 501  Limnology
FNR 540  Wetland Ecology
FNR 581  Ecological Impact Analysis
GEOL 583  Geology of Landfills
GEOS 587  Chemical Evolution of Ground Water
GEOS 588  Analytical Hydrogeochemistry
POL 523  Environmental Politics and Public Policy
May 19, 1995

TO:      Gary A. Thibodeau, Chancellor  
         University of Wisconsin-River Falls

FROM:    P. B. George, Chair  
         UW-RF Faculty Senate

RE:      UW-RF Faculty Senate motion 94/95/33

At the May 19, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/33 was approved. This motion is forwarded for your action.

Approved of the 1995-96 Faculty Senate Committee membership and chairs.

(see attached)

Motion passes.

☑ Approve

☐ Disapprove

Gary A. Thibodeau, Chancellor
1995-1996 FACULTY SENATE COMMITTEES
(for Ex-Officio representation see Faculty Handbook)

<table>
<thead>
<tr>
<th>COMMITTEE GUIDANCE</th>
<th>FACULTY GRIEVANCE &amp; APPEALS</th>
<th>INSTITUTIONAL STUDIES, RESEARCH, GRANTS</th>
<th>AUDIT AND REVIEW</th>
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<td>Mike Kahlow</td>
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* Committee Chair

**ACADEMIC POLICY & PROGRAMMING**
- Mike Davis* 1
- Jean Scott-Emms 1
- Paeer Johansson 2
- Glenn Potts 2
- Sally Standford 2
- Rik Seefeldt 3
- Sam Huffman 3
- Alan Tuchenhagen 3

**ACADEMIC STANDARDS**
- Perry Clark* 1
- Brenda Shearer 1
- John Buschen 2
- Jeff Rosenthal 2
- Megan Kalina 3
- Barbara Lynn Werner 3

**ADVISING**
- Ed Brown 1
- Dennis Cosgrove 1
- Ruth Wood* 1
- Kevin McLaughlin 3

**AFFIRMATIVE ACTION**
- Kelly McGinnis 1
- Earl Monical 1
- Jennifer Borup* 2
- Faye Perkins 2
- Suzy Rogers 2
- Qun Wang 2

**AFNI RELATIONS**
- Sonya Carlson 1
- Florence Monsour 2
- Liz Oostendorp* 3
- Mary-Alice Muraski 3
- Vicki Hajewski 3

**ASSESSMENT**
- Teri Crotty 1
- Lisa Reavill 1
- Jean Lundholm 1
- Rhonda Scott-Emms 3
- Jerry Nechville 3
- Brian Schultz* 3

**ATHLETIC**
- Kermit Paulson 1
- Mary Halada* 2
- Rick McNamara 3
- Judy George 4
- Sheila Schils 5
- Jim Helminiak 6

**CAMPUS PLANNING**
- Rick Bowen 1
- Rich Kathan* 1
- Alan Tuchenhagen 1
- Jim Zimmerman 2
- Robert Tomesh 3
- Farris Anderson 3

**COMPUTER GUIDANCE**
- Mike Kahlow 1
- Tracey Gladstone 2
- Lou Greub 3
- Sally Standford* 3
- Christina Baun 3

**CURRICULUM**
- Judy George 1
- Jim Shatava 1
- Ron Wilson 1
- Teri Bottum 1
- Brad Caskey 1
- Donald Petzold* 1
- Curt LeMay 1
- Steve List 1
- Barb Nielsen 1

**FACULTY GRIEVANCE & APPEALS**
- Judie Cafisch 1
- Tim Nissen* 1
- Jim Schmidt 1
- Charles Corcoran 1
- Sheila Schils 1
- Jose Vega 1
- Ivan Williams* 1
- James Zimmerman 1
- Venugopal Balasubramanian 3

**FACULTY SALARY**
- Ilia June Brown-Pratt 1
- Jim Engelbreton 1
- Brad Mogen 1
- Tim Nissen 1
- Sam Huffman* 1
- Alan Tuchenhagen 1

**FACULTY SALARY**
- OPEN-Education 3

**FACULTY WELFARE & PERSONNEL POLICY**
- David Darms 1
- Lillian Tan 1
- Brian Copp* 2
- Michael Roy 2
- OPEN-Agriculture 3
- OPEN-Education 3
- OPEN-Fourth Division 3

**HONORS**
- Kathy Tomlinson 1
- Sam Huffman 1
- Lisa Isenberg* 2
- Hossein Najafi 3
- Judy Emmett 6

**INSTITUTIONAL STUDIES, RESEARCH, GRANTS**
- Brian Schultz 1
- Meg Swanson 2
- Yolanda Dewar 2
- Geoffrey Scheurman* 2
- Ogden Rogers 2

**LIBRARY**
- Jennifer Borup 1
- Steve List 1
- Don Taylor* 1
- Earl Blodgett 1

**LONG RANGE PLANNING**
- Jacques Foust 1
- Nate Splet 1
- Mary-Alice Muraski 2
- Karla Zhe 3

**OPEN-Education**

**VISITING PROFESSOR**
- Don Charpentier 1
- Purnendu Vasavada* 2
- Pascal Ngoboka 3
- Kausar Yasmin 4

**SABBATICAL**
- Kathleen Cramer 1
- Meg Swanson 1
- Teri Crotty 2
- Lewis May 2
- Tim Nissen 3
- David Yurchak 3

**SALARIES & BENEFITS**
- Tim Nissen 1
- Paul Ziminars 2
- OPEN-Education 3

**STATISTICAL ADVISORY**
- Steve List 1
- Don Taylor* 1
- Earl Blodgett 1

**UNIVERSITY BUDGET**
- Jim Thies 1
- Carmen Coballes-Vega 2
- Don Leake 2

**UNIVERSITY BUDGET**
- Tim Nissen 1
- Suzy Rogers 2

**CONCERTS & LECTURES**
- Patrice Werlund 1
- Robert Tomesh 2
- John O'Grady 3

**CAMPUS SECURITY ADVISORY**
- Tim Nissen 1
- Suzy Rogers 2

**CAMPUS SECURITY ADVISORY**

**PARKING APPEAL**
- Jean Foley 1

**PARKING APPEAL**
- Tim Russo 1
- Kathy Cramer 1
- Glenn Potts 1
- Mary Alice Muraski 2
- Faye Perkins 2
- Jan Hillard 2
- Nan Jodal 3
- Don Leake 3
- Kelly Cain 3
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<td>At Large</td>
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<td>Bonnie Walters (Jr)</td>
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May 17, 1995

TO: Gary A. Thibodeau, Chancellor
University of Wisconsin-River Falls

FROM: P. B. George, Chair
UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/32 for your consideration

At the May 3, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/32 was approved. This motion is forwarded for your consideration.

e) Recommendation of the AP&P Committee to approve SCTA 389 “Special Topics: Interpersonal Communication Between Women and Men” as a course meeting the diversity requirement. (Zimmerman/Campbell).

This particular course will be offered only once (fall 1995).

Motion 94/95/32 passes.

X Approve

Disapprove

Gary A. Thibodeau, Chancellor
May 17, 1995

TO: Gary A. Thibodeau, Chancellor
University of Wisconsin-River Falls

FROM: P. B. George, Chair
UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/?? (no motion number)

At the May 3, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/?? (no motion number) was approved. This motion is forwarded for your action.

Motion to suspend the rules of the election of the members of the Termination Committee temporarily so that staggered terms can be accommodated. (Carstens/Walters)

Rules in the Faculty handbook will be suspended so that an entire new Termination Committee can be formed with staggered terms. The persons receiving the three highest number of votes shall be elected to 3-year terms, the next three elected to 2-year terms, and the next three elected to 1-year terms.

Motion passed.

☐ Approve

☐ Disapprove

Gary A. Thibodeau, Chancellor
May 17, 1995

TO: Gary A. Thibodeau, Chancellor  
University of Wisconsin-River Falls

FROM: P. B. George, Chair  
UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/31 for your consideration

At the May 3, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/31 was approved. This motion is forwarded for your consideration.

d) Recommendation of AP&P Committee to approve the Marketing Communication major (Keenan/Foust).

Motion to amend the program admissions requirement to exclude the words "and no remediation in English or Math" so that it reads "Students must have word processing proficiency to enter the program and maintain a 2.50 GPA. Proficiency in understanding statistics, demonstrated by completing Math 216, Psychology 201, Econ 226 or Math 226, Agricultural Economics 320 or Animal Science 341, or equivalent courses." (Campbell/Jordahl)

Amendment passes. Motion 94/95/31 passes.

[Signature]
Gary A. Thibodeau, Chancellor
May 17, 1995

TO: Gary A. Thibodeau, Chancellor
    University of Wisconsin-River Falls

FROM: P. B. George, Chair
       UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/30 for your consideration

At the May 3, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/30 was approved. This motion is forwarded for your consideration.

c) Recommendation of the Salary Committee to continue the 1994 formula for merit distribution: 1/3 Merit Pay and 2/3 Solid Performance for 1995-96. (Nolte/Campbell)

Motion 94/95/30 passes.

[Signature]
Gary A. Thibodeau, Chancellor
May 17, 1995

TO:       Gary A. Thibodeau, Chancellor
          University of Wisconsin-River Falls

FROM:    P. B. George, Chair
          UW-RF Faculty Senate

RE:      UW-RF Faculty Senate motion 94/95/29 for your consideration

At the May 3, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/29 was approved. This motion is forwarded for your consideration.

See attached…

    X Approve
    _____ Disapprove

[Signature]
Gary A. Thibodeau, Chancellor
Motion 94-95/29

b) Motion (Campbell/Walters) “The Computer Guidance Committee should be renamed the Information Technology Committee and its charter should be revised as follows: The membership and official duties of the Information Technology Committee should be as follows:

1) Membership: Seven faculty, two from each college and one member of the Math/Computer Systems faculty who has primary teaching responsibility in Computer Science; one representative from the fourth division; two students; the Vice Chancellor (or representative); the Assistant Chancellor for Administration and Finance (or representative); the Director of Academic Computing (or representative); the Director of Distance Learning (or representative); the Library Automation Manager.

2) Term of Office: Three years for faculty, approximately one-third to be appointed each year, one year for students.

3) Duties: For the purposes of defining the duties of this committee Information Technology includes, but is not limited to, the following: computing resources, networking, electronic information resources (including academic and administrative data systems), video, voice and data communications and distance learning.
   a) To provide advice and assistance in the development of Strategic Plans for the use of Information Technology for the University.
   b) To advise on issues relating to Information Technology resources necessary to support the University mission.
   c) To act as a vehicle through which the campus community may provide input regarding the planning for and policies governing Information Technology resources for the University.

4) Procedure: The Information Technology Committee will be authorized to call representatives from the campus community for the purpose of obtaining necessary information and clarification of issues.

   In fulfillment of the above duties and charge as a Faculty senate Committee, the Information Technology Committee will, when appropriate, send its action and policy recommendations to the Faculty Senate.

Amendment (Carstens/Seefeldt) proposed to change the membership to:

Seven faculty; two from each college and one member of the Math/Computer Systems faculty who has primary teaching responsibility in the Computer Science; two representatives from the fourth division, two students, and (ex-officio, non-voting members) the Vice Chancellor (or representative); the Assistant Chancellor for Administration and Finance (or representative); the Director of Academic Computing (or representative); the Director of Distance Learning (or representative); the Library Automation Manager.

Concern was expressed with the precedent this would set. It may be disenfranchising people who would be greatly affected by the recommendations of this committee.

Amendment passes.
Motion 94/95/29 passes.

1 The following language would replace the existing Section I in the Faculty Handbook.
May 17, 1995

TO: Gary A. Thibodeau, Chancellor
    University of Wisconsin-River Falls

FROM: P. B. George, Chair
       UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/28 for your consideration

At the May 3, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/28 was approved. This motion is forwarded for your consideration.

See attached...

Motion 94/95/28 passes.

☐ Approve 5/30/95 Pending Board of Regents approval.
☐ Disapprove 9/8/95 Approved by the Board of Regents with slight modifications (Copy attached.).

Gary A. Thibodeau, Chancellor
a) Motion (Keenan/Campbell)
The following revision to Chapter 4, Section 1 of the Faculty Handbook is recommended.

“4.1 The usual probationary period shall be seven years in a full-time or at least half-time position. Provisions shall be made at the time of hire for the appropriate counting of prior service at other institutions and at the institution. Tenure is not acquired solely because of years of service.

4.11 A tenure recommendation shall ordinarily be made during a probationary faculty member’s sixth year of full-time or at least half-time employment. The notice of employment for the eighth year shall be given during the sixth year in accordance with the schedule set forth in RF 3.61. Except as provided in UWS 3.10 and UWRF 4.15, notice of appointment for the eighth year shall constitute the granting of tenure to the probationary faculty member.

4.12 A faculty member may be considered for tenure prior to the completion of the usual probationary period provided that at least one of the following criteria is met:

1) For extraordinary reasons, the faculty member has taught seven years at this institution without receiving tenure.

2) The faculty member possess teaching, administrative, and/or research expertise that makes possible an extra-ordinary contribution to the fulfillment of the goals of the institution.

4.13 A faculty member may be considered for tenure with a longer maximum probationary period (greater than 7 years as defined in 4.1) in a full time or part-time position of at least half time (see UWRF 4.14 and 4.15).

4.14 A leave of absence, sabbatical or a teacher improvement assignment does not constitute a break in continuous service and shall not be included in the 7 year period under sub (4.1).

4.15 Circumstances in addition to those identified under sub. (4.14) that do not constitute a break in continuous service and that shall not be included in the 7-year period include responsibilities with respect to childbirth and adoption, significant responsibilities with respect to elder or dependent cared obligations, disability or chronic illness, or circumstances beyond the control of the faculty member, when those circumstances significantly impede the faculty member’s progress toward achieving tenure. The request shall be made in writing. It shall be presumed that a request made under this section because of responsibilities with respect to childbirth or adoption shall be approved. A request for additional time should be made prior to the beginning of the sixth year.

1) A request for additional time because of responsibilities with respect to childbirth or adoption shall be initiated in writing by the probationary faculty member concerned and shall be submitted to the chair or academic unit head who will forward it with a recommendation to the Dean who will forward it with a recommendation to the Vic Chancellor for approval. The Vice Chancellor shall specify the length of time for which the request is granted. The request should state the reason for the exception, and state the beginning date and the ending date of the leave (so far as possible). Final approval and notification shall be made by the Chancellor.

2) Except for a request because of responsibilities with respect to childbirth or adoption, a written request made because of other circumstances under this section shall be submitted to the chair or academic unit head who will forward it with a recommendation to the Dean who shall forward it with a recommendation to the Vice Chancellor for approval. The Vice Chancellor shall specify the length of time for which the request is granted. The request should state the reason for the exception, and state the beginning date and the ending date of the leave. Final approval and notification shall be made by the Chancellor. A denial
of a request shall be in writing by the Chancellor and shall be based on clear and convincing reasons.

3) More than one request may be granted because of responsibilities with respect to childbirth or adoption. More than one request may be granted to a probationary faculty member but the total, aggregated length of time of all requests, except for a request because of responsibilities with respect to childbirth or adoption, granted to one probationary faculty member ordinarily shall be no more than one year.

4) If additional time is needed, the approval process must be reinstituted.

5) The Department Chair shall notify the tenured faculty members that the leave has been approved and does not constitute a break in service. The chair does not need to notify the tenure faculty members as to the reason for the request.

6) When the tenure evaluation does occur, the faculty member shall be considered as a being in the seventh year of continuous service."

Motion 94-95/28 passes.
September 11, 1995

Chancellor Gary Thibodeau
University of Wisconsin-River Falls
410 S. Third St.
River Falls, WI 54022

Chancellor Thibodeau:

At its meeting on Friday, September 8th, 1995, the Board of Regents adopted the following resolution:

That, upon recommendation of the Chancellor of the University of Wisconsin-River Falls and the President of the University of Wisconsin System, revisions to sections RF 4.1-4.15 of the UW-River Falls Faculty Personnel Policies and Procedures be approved.

Sincerely,

Judith A. Temby
Secretary

Resolution I.1.d.

cc: Senior Vice President Ward

sep95rs.ltr

RECEIVED
SEP 15 1995
CHANCELLOR'S OFFICE
UW-RIVER FALLS
4.1 The usual probationary period shall be seven years. However, a faculty member may be considered for tenure prior to the completion of the usual probationary period provided that at least one of the following criteria is met:

a) For extraordinary reasons, the faculty member has taught more than seven years at this institution without receiving tenure.

b) The faculty member possesses teaching, administrative, and/or research expertise that makes possible an extraordinary contribution to the fulfillment of the goals of the institution.

4.12 A tenure recommendation shall ordinarily be made during a probationary faculty member's sixth year of full-time or at least half-time employment. The notice of employment for the eighth year shall be given during the sixth year in accordance with the schedule set forth in RF 3.61. Except as provided in UWS 3.10, notice of appointment for the eighth year shall constitute the granting of tenure to the probationary faculty member.

4.1 The usual probationary period shall be seven years in a full-time or at least half-time position. Provisions shall be made at the time of hire for the appropriate counting of prior service at other institutions and at the institution. Tenure is not acquired solely because of years of service.

4.11 A tenure recommendation shall ordinarily be made during a probationary faculty member's sixth year of full-time or at least half-time employment. The notice of employment for the eighth year shall be given during the sixth year in accordance with the schedule set forth in RF 3.61. Except as provided in UWS 3.10 and UWRF 4.15, notice of appointment for the eighth year shall constitute the granting of tenure to the probationary faculty member.

4.12 A faculty member may be considered for tenure prior to the completion of the usual probationary period provided that at least one of the following criteria is met:

a) For extraordinary reasons, the faculty member has taught seven years at this institution without receiving tenure.

b) The faculty member possesses teaching, administrative, and/or research expertise that makes possible an extraordinary contribution to the fulfillment of the goals of the institution.

4.13 A faculty member may be considered for tenure with a longer maximum probationary period (greater than 7 years as defined in 4.1) in a full-time or part-time position of at least half time (see UWRF 4.14 and 4.15).

4.14 A leave of absence, sabbatical, or a teacher improvement assignment does not constitute a break in continuous service and shall not be included in the 7-year period under sub (4.1).

4.15 Circumstances in addition to those identified under sub (4.14) that do not constitute a break in continuous service and that shall not be included in the 7-year period include responsibilities with respect to childbirth and adoption, significant responsibilities with respect to elder or dependent care obligations, disability or chronic illness, or circumstances beyond the control of the faculty member, when those circumstances significantly impede the faculty member's progress toward achieving tenure. The request shall be made in writing. It shall be presumed that a request made under this section because
of responsibilities with respect to childbirth or adoption shall be approved. A request for additional time should be made prior to the beginning of the sixth year.

   a) A request for additional time because of responsibilities with respect to childbirth or adoption shall be initiated in writing by the probationary faculty member concerned and shall be submitted to the chair or academic unit head who will forward it with a recommendation to the Dean who will forward it with a recommendation to the Provost/Vice Chancellor for approval. The Provost/Vice Chancellor shall specify the length of time for which the request is granted. The request should state the reason for the exception, and state the beginning date and the ending date of the leave. Final approval and notification shall be made by the Chancellor.

   b) Except for a request because of responsibilities with respect to childbirth or adoption, a written request made because of other circumstances under this section shall be submitted to the chair or academic unit head who will forward it with a recommendation to the Dean who shall forward it with a recommendation to the Provost/Vice Chancellor for approval. The Provost/Vice Chancellor shall specify the length of time for which the request is granted. The request should state the reason for the exception, and state the beginning date and the ending date of the leave. Final approval and notification shall be made by the Chancellor. A denial of a request shall be in writing by the Chancellor and shall be based on clear and convincing reasons.

   c) More than one request may be granted because of responsibilities with respect to childbirth or adoption. More than one request may be granted to a probationary faculty member but the total, aggregated length of time of all requests, except for a request because of responsibilities with respect to childbirth or adoption, granted to one probationary faculty member ordinarily shall be no more than one year.

   d) If additional time is needed, the approval process must be reinstituted.

   e) The Department Chair shall notify the tenured faculty members that the leave has been approved and does not constitute a break in service. The chair does not need to notify the tenured faculty members as to the reason for the request.

   f) If any faculty member has been in probationary status for more than 7 years because of one or more of the reasons set forth in 4.14 or 4.15, the faculty member shall be evaluated as if he or she had been on probationary status for 7 years.

4.2 The procedure for granting tenure shall be the same as the procedure for the renewal or nonrenewal of a probationary appointment in RF 3.1 through RF 3.6, except for the following.

   a) Voting members of the academic unit shall consist of all tenured faculty members of the unit.

   b) A motion to grant tenure shall carry only if favored by at least two-thirds of those voting. Abstention votes of any form should be counted as no vote cast. They should not be considered in any personnel decision.

   c) When tenure is to be granted to a faculty member prior to the expiration of the normal probationary period, the decision may be made independently of the calendar dates in RF 3.51 (f) and RF 3.6. Nevertheless, the time periods and sequences associated with giving notice, scheduling meetings, and providing information shall be honored. When the dean forwards his or her recommendation to the Provost/Vice Chancellor, he or she shall, at the same time, inform all academic unit heads and all other deans about the recommendation.
The purpose of providing this information is to give the various parts of the University an opportunity to express to the Provost/Vice Chancellor and/or Chancellor any concerns they have regarding the proposed action prior to a decision.

d) When tenure is to be granted simultaneously with initial appointment, the tenured faculty of the academic unit, upon two-thirds majority vote, shall initiate the recommendation for granting tenure. This recommendation shall accompany the recommendation for initial appointment in the process of administrative review provided in RF 2.4. When the dean forwards his or her recommendation to the Provost/Vice Chancellor, he or she shall, at the same time, inform all academic unit heads and all other deans about the recommendation. The purpose of providing this information is to give the various parts of the university an opportunity to express to the Provost/Vice Chancellor and/or Chancellor any concerns they have regarding the proposed action prior to a decision. A denial of tenure under these circumstances does not require written reasons, a reconsideration, nor opportunity for an appeal under UWS 3.07 and UWS 3.08.

e) As noted in RF 1.5, a tenure appointment is granted by the Board upon the affirmative recommendation of the appropriate academic unit and the Chancellor of the University via the President of the System.
May 8, 1995

TO: Gary A. Thibodeau, Chancellor
University of Wisconsin-River Falls

FROM: P. B. George, Chair
UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/?? for your consideration

At the April 5, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/?? (no number 3/22/95) was approved. This motion is forwarded for your consideration.

Motion (Campbell/Leake) to accept the recommendation of the Academic Standards Committee which reads:

"PROCEDURE FOR STUDENT APPEAL OF GRADES
OR
OTHER GRIEVANCES CONCERNING ACADEMIC MATTERS

The presumption is that grades are correct as assigned, unless there is clear and convincing evidence supporting an allegation of inequity in grading practices. The student bringing the complaint bears the burden of proof when initiating an informal or formal grievance process. Grading practices based on classroom standards as outlined in the class syllabus and applied to all students equally are not grievances. Appeal of a grade must be made within one semester (not counting summer) of receiving the grade.

If a student wishes to make a complaint concerning a grade or other academic matters, the student should first discuss the matter with the instructor of the course involved. If the matter is not satisfactorily settled, the student should then discuss the matter with the chair of the department in which the course was offered. If the matter is not satisfactorily resolved by the chair, the student should then make a written complaint to the Dean of the College in which the course was offered, including a clear statement of the problem and arguments or evidence to support the student's complaint. The dean will discuss the matter with the student, faculty member, and chair, and will attempt to resolve the matter and render a decision. A final complaint in written form may be made to the Vice Chancellor of Academic Affairs. The student may be accompanied by another member of the university community to any stage of the complaint process.

Questions or complaints involving sexual or racial discrimination or harassment are covered by policies in the Student Handbook. Problems arising from clerical error or other problems not related to equity in grades are to be handled through the College Dean's office. Information and other particulars concerning the grading system can be found in the current university catalog."

Approved

Disapprove

Gary A. Thibodeau, Chancellor
TO: Gary A. Thibodeau, Chancellor
University of Wisconsin-River Falls

FROM: P. B. George, Chair
UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/27 for your consideration

At the April 19, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/27 was approved. This motion is forwarded for your action.

Motion (Rusterholz/Walters) to take the following motion off the table. The following statement should be included in the Faculty Handbook: “It is recommended that all faculty complete a syllabus for each class, to be handed out to students at the beginning of each semester, and that the syllabus include at a minimum the attached information.

COURSE NAME
CLASS MEETS
INSTRUCTOR
OFFICE

COURSE NUMBER
CLASSROOM
OFFICE HOURS
TELEPHONE

REQUIRED TEXTBOOK AND OTHER REQUIRED MATERIAL

COURSE OBJECTIVES

DESCRIPTION OF MAJOR ASSIGNMENTS AND GRADING POLICY:
Grading (include how the grade will be determined and what will comprise total points)
Exams (format of exam and approximate dates)
Assignments (include what assignments will be, such as papers, cases and other projects and points assigned to each)

Other course requirements/expectations

ATTENDANCE POLICY
FINAL EXAM DATE
LATE WORK POLICY

COURSE OUTLINE: DATE, TOPIC, ASSIGNMENT
(list outline by week, day or sequence)"

This was tabled for two weeks to provide faculty and staff the chance to give Senators feedback. Senators reported some concerns and also support for the motion. It was felt that the phrasing was too strong in places and also did not include instructional staff. As a result the following amendment was proposed.

Amendment (Carstens/Rusterholz) to change the opening statement to read:
“...the following statement should be included in the Faculty Handbook:

It is recommended that all faculty and instructional staff complete a syllabus for each class where appropriate to be handed out to students, and that the syllabus consider the attached items as an example.”

The points were made that this will be a good resource for new faculty and that, from experience, following a good syllabus is the single most important way to avoid student complaints to administrators. Discussion also included the question of where the most appropriate place for this ‘suggestion’ was. After considering alternatives such as new faculty handouts, and the Advisor Handbook, a vote was called.

X Approved

Disapprove

Gary A. Thibodeau, Chancellor
May 8, 1995

TO: Gary A. Thibodeau, Chancellor
    University of Wisconsin-River Falls

FROM: P. B. George, Chair
    UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/26 for your consideration

At the April 5, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/26 was approved. This motion is forwarded for your consideration.

Motion (Campbell/Leake) to approve the hiring policy for part-time instructors as amended by the Faculty Welfare and Personnel Policy Committee.

Jacque Foust reported that the pool concept was discussed and revisions were made. When questioned about a possible increase in paper work, Jacque Foust guessed there might be less overall. Money would be saved on advertising. Temporary hires could be hired consecutively as long as they qualified for the pool.

Motion 94/95/26 passed.

Attachment

☑ Approved

☐ Disapprove

Gary A. Thibodeau, Chancellor
March 28, 1995

To: Dr. Phil George, chair
Faculty Senate

From: Jacque Foust, chair
Faculty Welfare and Personnel Policy

Re: Hiring Policy for Part Time Instructors

The Committee met to discuss the original policy and again to discuss the revisions, which are attached.

The Committee recommends approval of the policy as amended.
LIST OF ATTACHMENTS

PROCEDURES
1. Outline of Hiring Procedures: Temporary Instructional Academic Staff, Part-time
2. Procedures for Semiannual Recruitment and Selection of Temporary Instructional Academic Staff, Part-time

FORMS
1. Form A-1: Unclassified Position Request
2. Form P-1: Optional Supplemental Recruitment Plan
3. Form P-2: Worksheet
4. Form P-3: Applicant Flow Analysis
5. Form P-4: Certification for Hire
6. Form P-5: Request for Emergency Hire
7. Form D-2: Appointment Form
8. Overview of Forms
9. Self-Identification Form for Part-time IAS applicants only

SAMPLE LETTERS
1. Letter #1: To applicant acknowledging inquiry / application
2. Letter #2: To applicant - acceptance into the pool
3. Letter #3: To applicant - Not accepted into the pool
4. Letter #4: To applicant - No further consideration due to incomplete file
5. Letter #5: Response to unsolicited applications / inquiries

VACANCY NOTICES AND ADVERTISING COPY
1. Vacancy Notice - Temporary Instructional Academic Staff, Part-time
2. Newspaper Ad - Joint advertisement of Full-time and Part-time Teaching Positions, IAS
3. Chronicle Ad - Full-time IAS
4. Sample Vacancy Notice - Full-time IAS

[1/95]
OUTLINE OF HIRING PROCEDURES
TEMPORARY INSTRUCTIONAL ACADEMIC STAFF
PART TIME (<12 Credits)

I. Recruitment Period Opens
   A. Affirmative Action, in consultation with the Deans, places University-wide advertisements.
   B. Optional Supplemental Recruitment Plan is developed by participating Departments by completing Form P-1 and securing the appropriate signatures.
      B.1 Department forwards Form P-1 to Affirmative Action for review before implementing the supplemental recruitment plan.
      B.2 After approval, department sends out material and makes contacts
   C. Deans' Offices send each Applicant a Vacancy Notice and Affirmative Action Self-identification Form with cover letter acknowledging receipt of inquiry/materials (See sample letter #1.)
   D. Deans' Offices establish a file for each applicant with worksheet attached (Form P-2)

II. Recruitment Period Closes
    A. Deans complete Form P-3 (except Column 4) and forward form to Affirmative Action prior to forwarding applicant files to the departments
    B. Affirmative Action completes Column 4 and reviews Applicant Flow (Form P-3)
       1. If initial group of applicants is approved, all completed files forwarded to appropriate Departments by Dean; all incomplete files retained in Dean's Office
       2. If initial group of applicants not certified, Affirmative Action consults with Dean to determine what additional efforts are needed
    C. Affirmative Action returns Form P-3 to Deans
    D. Copies of Form P-3 forwarded to departments for completion (Columns 10-11) based on selection process in the department

III. Screening - Department Faculty
     A. Department committee reviews all completed applications for qualifications (See Form P-2)
     B. All applicant files returned to Deans’ Offices with recommendations (Complete Forms P-2 and P-3 Columns 10-11)
     C. Dean forwards completed Form P-3 for the college and copy of Form P-2 for each applicant to Affirmative Action
     D. Affirmative Action reviews final pools and conducts Impact Ratio Analysis to determine the degree to which the diversity of the final pool of qualified applicants reflects the diversity of the general availability of women and minorities in the relevant labor market

IV. Hiring
    A. Deans forwards Form A-1 to the Provost/ Vice Chancellor to secure approval to fill position before pool members can be contacted for interview by the Department
    B. Departments contact qualified pool members for interview
    C. Using a practice of rotating through the pool giving each member an opportunity to be utilized, if possible, offers of part time teaching assignments are recommended to the Provost/Vice Chancellor via the Dean
    D. Three candidates (if possible) for a vacancy are interviewed by faculty
    E. Department forwards recommendations to the Dean
    F. Dean forwards Forms P-4 and D-2
    G. Emergency hire/pool additions requests, if any, forwarded by completing Forms P-5 and D-2
    H. Offers extended by the Chancellor upon recommendation of the Department, Dean, and Provost/Vice Chancellor

---

1When possible, three persons are to be interviewed. In most cases interviewing expenses will not be reimbursed for these positions. However, if reimbursement is requested, Form C-3 (Request for Authorization to Reimburse Applicant for Interview Expenses) must be completed and forwarded.
PROCEDURE FOR SEMIANNUAL RECRUITMENT AND SELECTION OF
TEMPORARY INSTRUCTIONAL ACADEMIC STAFF
PART TIME (<12 CREDITS)

Recruitment for qualified persons to be added to the pool of temporary, part-time instructional academic staff will occur in the Fall and Early Spring of each year. These procedures apply only to part-time instructional academic staff. For other positions, such as tenure track and full time instructional academic staff, previously established procedures are to be used. All state and federal regulations regarding employment practices, including affirmative action and equal employment opportunity, apply to these procedures.

I. Recruitment Period Opens

An all-University advertisement prepared by the Affirmative Action Office is placed in the Minneapolis Star Tribune and St. Paul Pioneer Press. A sample is attached. All departments in a college will be represented in the primary notice. Any other vacancies advertised with the pool recruitment follow previously established procedures for recruitment and selection.

An Optional Supplemental Recruitment Plan is available for those departments who wish to augment or enlarge the pool of applicants for part-time positions by contacting additional sources and sending additional information to selected contacts. Form P-1 is available for use by departments who elect to do a more extensive recruitment.

The participating department prepares a list of special recruitment sources and regional contacts to whom it will send a Vacancy Notice (an expanded advertisement) that has been prepared by the Affirmative Action Office. The Vacancy Notice is available either on disk or hard copy from the Affirmative Action Office. Departments may wish to notify a wide range of contacts, such as professional colleagues, professional groups, complimentary departments in other colleges and universities, especially women and minorities. Suggested resources are found on Form P-1. A listing of all public colleges and universities with more than 2300 graduate students (masters and doctorates) and their graduate enrollment by race/ethnic group is available in the Dean's office. This list may be used to determine which institutions have comparable programs and to build a focused mailing. While these lists may be of some value in recruiting part-time instructional academic staff, the lists are more valuable in recruiting full time instructional academic staff and tenure track faculty. Electronic bulletin boards, Internet contacts, and other professional contacts are encouraged. Utilize all relevant and appropriate free newsletters and publications. If there are any costs, other than postage, please attach specific items and estimated costs to Form P-1. The Affirmative Action Office is available for advice and consultation to departments who want to develop a supplemental plan. Because diversity remains a high priority, it is especially helpful if specific efforts to notify women, persons of color, and persons with disabilities are specifically itemized on Form P-1 so departments can document their activities. Plans should be fully described on Form P-1 and forwarded to the Affirmative Action Office for review.

Individuals apply to be considered for membership in a pool of persons who have met the qualifications as stated in the Vacancy Notice. The Dean's office is responsible for sending each applicant a letter acknowledging receipt of inquiry/materials and enclosing the Vacancy Notice for Temporary Instructional Academic Staff - Part-Time, and Affirmative Action Self-Identification Form with the College Coded in the space provided (AG, AS, or ED). See Sample Letter #1, Vacancy Notice, and Affirmative Action Self-Identification Form.

[1/95]
At the same time that the above material is sent, a file is established in the Dean’s Office for each applicant and a Worksheet, Form P-2 is attached to the file. Part I of Form P-2 must be completed by the Dean’s Office prior to forwarding the file to the appropriate Department(s).

II. Recruitment Period Closes
Only one Applicant Flow Analysis (Form P-3) should be completed by the Dean’s Office for the entire College (i.e., an aggregate of all the departments in the College) and forwarded to the Affirmative Action Office for certification prior to forwarding the applicant’s files to the individual departments. However, it is not necessary to complete Column 4 (Ethnic Code). The Affirmative Action Office will provide the data for Column 4 when Form P-3 is forwarded from the Dean’s Office.

At the close of the recruitment period the Affirmative Action office reviews the applicant pool, based on the information provided in Form P-3, to determine if it approximately reflects the availability of persons at the Master's level (or level of terminal degree if appropriate) with regard to race and gender. Certification of a good faith effort1 will be at the college, rather than the department, level. If the applicant pool approximates the availability of qualified persons at the Master's level with regard to race and gender, the pool is certified. If the pool is significantly deficient in representation of protected groups of persons (i.e., women and persons of color), the Affirmative Action Office and the Dean’s Office will determine what additional recruitment efforts may be necessary prior to certification of the pool.

The Affirmative Action Office completes Column 4, certifies the initial pool of applicants for the college and returns Form P-3 to the Dean’s Office. After the initial applicant pool is certified, the Dean’s Office forwards the relevant section of Form P-3 and completed files (only) to the appropriate departments.

III. Screening - Department Faculty
Screening for minimum qualifications is conducted by the faculty in each department. The department hiring committee, or one appointed for this purpose, receives and screens the completed applicant files forwarded from the Dean's office, with a Form P-2 attached to each file. The Department committee completes Part II of Form P-2 for each applicant. This Worksheet (Form P-2) lists: 1) academic preparation, 2) teaching experience, 3) a summary of related experience, 4) additional preparation, 5) the way in which the applicant can contribute to enhancing the diversity of the University, and 6) whether or not the applicant meets the minimum qualifications and is being recommended for the pool. After the applicant’s files have been screened by the faculty and recommendations made on Form P-2, the Department completes its section of the Applicant Flow Analysis (Form P-3, columns 10-11). Then Form P-3 and Form P-2 and all Applicant files are returned to the Dean’s Office. No ranking of applicants is required.

1 Code of Federal Regulations, Title 41, Chapter 60. 60-2.10 Purpose of affirmative action program. An affirmative action program is a set of specific and result-oriented procedures to which a contractor commits itself to apply every good faith effort. The objective of those procedures plus such efforts is equal employment opportunity. Procedures without effort to make them work are meaningless; and effort, undirected by specific and meaningful procedures, is inadequate. An acceptable affirmative action program must include an analysis of areas within which the contractor is deficient in the utilization of minority groups and women, and further, goals and timetables to which the contractor's good faith efforts must be directed to correct the deficiencies and, thus achieve prompt and full utilization of minorities and women, at all levels and in all segments of its work force where deficiencies exist. [43 FR 49249, Oct. 20, 1978; 43 FR 51400, Nov. 3, 1978]
All applicants who meet the qualifications, as determined by the faculty committee, become members of the temporary instructional academic staff pool. (Note: Applicants will be interviewed at the time of the proposed hire, when actual vacancies are identified, and not during this initial screening process.)

The Dean’s Office is responsible for completing Part III of Form P-2 and forwarding one Form P-2 for each applicant, regardless of the recommendation for inclusion in the pool, and one completed Form P-3 for the College, to the Affirmative Action Office.

At the college level, after all departments have made their selections, it is expected that the final pool of qualified persons will reflect the diversity of the group of applicants who completed the application process. Normally, appointments from the pool are for one semester only. Reappointment to subsequent semesters is based upon the needs of the department, available funding, availability of the pool member at times needed, and acceptable performance.

The Dean’s office notifies the applicants in writing of the department's decision. See Sample Letter #2.

IV. Hiring
When vacancies occur, the Dean must forward Form A-1 to the Provost/Vice Chancellor and receive approval before pool members can be contacted for interviews by the department.

All part time instructional academic staff vacancies will be filled from the list of qualified and available persons. A rotating assignment method should be used to ensure that all pool members have an opportunity to be interviewed for an instructional vacancy when needs are known by the department, provided they are qualified and available to teach the course(s) at the time needed.

When staffing needs for the semester are known and approval to fill the position has been given by the Provost/Vice Chancellor, the Department contacts pool members to arrange an interview. All candidates must be interviewed by the Department prior to their names being forwarded to the Dean for hire. If possible, three persons should be interviewed for a vacancy. In most cases interviewing expenses will not be reimbursed for these positions. If reimbursement is requested, Form C-3 must be completed and forwarded. Appointment Form P-4, Deans Appointment Form D-2 and Resume are forwarded with each hire from the pool.

In rare instances there may be no pool member qualified and available in the current pool to teach the needed courses. A request for an emergency hire of no more than one semester may be made by the Dean using Form P-5 and Deans Appointment Form (Form D-2). Emergency hires are for one semester only.

The offer to hire is extended by the Chancellor upon recommendation of the Department, Dean, and Provost/Vice Chancellor.

Persons accepted into the pool may indicate in writing at the appropriate time a wish to be considered from year to year provided they continue to meet the minimum qualifications and perform satisfactorily, as determined by the department faculty and the Dean of the college. Prior membership in the temporary pool does not confer a promise, express or implied, of employment or continued employment beyond the specific contract period.

[1/95]
UNCLASSIFIED POSITION REQUEST
University of Wisconsin-River Falls

College ____________________________
Department ____________________________

New Position ____  Current Position ____  Replacing ____________________________

Type of appointment:  Faculty ____  Academic Staff ____  Limited ____

JUSTIFICATION FOR REQUEST

RANK OR CLASSIFICATION

SALARY RANGE

DATE OF APPOINTMENT

LENGTH OF APPOINTMENT

FTE

BRIEF DESCRIPTION OF POSITION (Non-instructional staff, attach description questionnaire) (Contact Margo Lessard)

a. Dept. Chair/Unit Head ____________________________ Date ____________________________
b. Dean/Asst. Chancellor ____________________________ Date ____________________________
c. Vice Chancellor ____________________________ Date ____________________________

Copy to: ____________
Asst. to Chancellor - AA/EEO

POSITION # ______

When all signatures are obtained, the Department may proceed to Step II.

[Rev. 1/95]
OPTIONAL SUPPLEMENTAL RECRUITMENT PLAN*
PART-TIME INSTRUCTIONAL ACADEMIC STAFF
(To be completed by the Department)

Submit this form only if the Department elects to participate in a Supplemental Recruitment Plan.

Check all that apply and attach listings as requested. Note: If there are any associated costs, other than postage, please attach specific items and estimated costs to this form.

The __________________________ Department will send vacancy notices to and otherwise contact the resources below as its supplemental recruitment plan.

Suggested Sources:
1. [ ] Related colleges and departments of U.W. Campuses and Centers (list)
2. [ ] Other Selected Institutions (please attach a list by institution and college/department)
3. [ ] Professional contacts (please be specific)
4. [ ] Women, persons of color, persons with disabilities, and other non-majority groups (specify how this will be accomplished)
5. [ ] Electronic Bulletin Boards/Internet (list)
6. [ ] Newsletters/other trade publications (list)
7. [ ] Other recruitment activities (attendance at professional conferences, word of mouth, etc.

Signatures:

1) Department Chair Date

2) Asst. to Chancellor AA/EEO Date

3) Dean/Assistant Chancellor Date

4) Provost/ Vice Chancellor Date

[1/95]
WORKSHEET
PART-TIME INSTRUCTIONAL ACADEMIC STAFF
(Complete for each applicant, insert in applicant's file in Dean's Office)

PART I: DEAN'S OFFICE

NAME ________________________________

Application Form and Affirmative Action Self-Identification Form: Date Sent: ____________________

File Complete: Yes [ ] No [ ] Date ________________

Referred to (Department): ________________________________ Date ________________
(Completed Files Only)

PART II: DEPARTMENT EVALUATION

1. EDUCATION:

[ ] BACHELOR'S DEGREE: Field ____________________________ Subfield ____________________________

[ ] MASTER'S DEGREE: Field ____________________________ Subfield ____________________________

[ ] DOCTORATE: Field ____________________________ Subfield ____________________________

[ ] OTHER TERMINAL DEGREE: Field ____________________________ Subfield ____________________________

2. TEACHING EXPERIENCE:

[ ] MINIMUM ONE YEAR AT HIGH SCHOOL OR COLLEGE LEVEL

[ ] 3 YEARS AT K-12 LEVEL (COLLEGE OF EDUCATION ONLY)

[ ] OTHER (Describe)

3. EXPERIENCE (SUMMARIZE):

[ ] IN AREA OF EXPERTISE:

[ ] IN OTHER AREA(S):

4. DIVERSITY:

[ ] AWARENESS OF AND SENSITIVITY TO DIVERSE STUDENT POPULATIONS, ABILITY TO CONTRIBUTE TO ENHANCING STUDENT AWARENESS AND APPRECIATION OF DIVERSE CULTURES (Describe)

ADDITIONAL COMMENTS:(ATTACH SEPARATE MEMO)

MEETS QUALIFICATIONS

[ ] YES

[ ] NO

1. Committee Chair ____________________________ Date ________________

RECOMMENDED FOR TEMPORARY POOL

[ ] YES

[ ] NO

2. Department Chair ____________________________ Date ________________

PART III: DEAN'S OFFICE

1. ____________________________________________ Date ________________

Dean ____________________________ Date ________________

Applicant notified of department decision by Dean's Office (date ________________): ____________________________

Distribution:
Insert original in applicant's File.
After completing Parts I, II, and III, Dean's Office forwards copy to Affirmative Action Office

[1/95]
<table>
<thead>
<tr>
<th>Code</th>
<th>Select</th>
<th>To Be Completed By Dept.</th>
<th>Job Info.</th>
<th>Date</th>
<th>Source of Applicant</th>
<th>Date</th>
<th>Forwarded File?</th>
<th>Complete AAF Form</th>
<th>Date</th>
<th>Code</th>
<th>Inq. Date</th>
<th>Code</th>
<th>Dept.</th>
<th>Name</th>
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**NOTES:** This form must include all applicants for the pool. Attach additional pages if necessary.
2. Reason Not Recommended for Pool (List all that apply)

1.1 Recommended for Pool (must meet qualifications)

1. Action Taken

List all that apply:

--- SELECTION CODES (column 1) ---

- 1.2. Other (Specify)
- 1.1. Friend
- 1.0. Colleague
- 0.9. Vacancy notice
- 0.8. Placement service
- 0.7. Professional Journal or Newsletter
- 0.6. Internet/Other E-mail Source
- 0.5b. Other (Specify)
- 0.5a. River Falls Journal
- 0.5. Local Newspaper
- 0.4d. St. Paul Pioneer Press
- 0.4c. Minneapolis Star Tribune
- 0.4b. Minnesota Post pioneer News
- 0.4a. Hispanic Outlook in Higher Education
- 0.3. Black Issues in Higher Education
- 0.2. Chronicle of Higher Education

List all that apply:

--- SOURCE OF JOB INFORMATION (column 9) ---
CERTIFICATION FOR HIRE  
INSTRUCTIONAL ACADEMIC STAFF  
PART TIME

Department: ___________________________  Date: ________

Recommendation to Appoint from the Temporary Pool

The ___________________________ department has recommended the following person(s)
be hired for the ___________________________ Semester. I certify that these persons:

[ ] 1. have completed the application process
[ ] 2. have been screened by the department
[ ] 3. meet the qualifications for the position
[ ] 4. are currently members of the temporary pool
[ ] 5. have been interviewed by the department/dean
[ ] 6. have been contacted and are available at the times needed
[ ] 7. Other (Explain)

Dean's Appointment Form (D-2) and Resume are attached for each person to be hired.

<table>
<thead>
<tr>
<th>NAME</th>
<th>SEX</th>
<th>ETHNIC CODE</th>
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<tbody>
<tr>
<td>1.</td>
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<td>2.</td>
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<td>3.</td>
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<tr>
<td>4.</td>
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</tbody>
</table>

Department Chair  Date

Dean  Date

Asst. to Chancellor - AA/EEO  Date

Provost/Vice Chancellor  Date
REQUEST FOR EMERGENCY HIRE
INSTRUCTIONAL ACADEMIC STAFF (PART-TIME)

I have carefully reviewed the current pool of approved instructional academic staff for the
____________________________________ Department.

1. ___ All current members have been contacted and none are available at the times
   and/or for the courses needed.
   Or,
2. ___ There is no one in the current pool qualified and available to teach in the required
   area(s).

Therefore, I request _____________________________________________ (name) be appointed on
an emergency basis for one semester only.

Dean's Appointment Form (D-2) and Resume are attached.

__________________________________________ Date
Department Chair

__________________________________________ Date
Dean

__________________________________________ Date
Asst. to Chancellor - AA/EEO

__________________________________________ Date
Provost / Vice Chancellor

[1/95]
APPOINTMENT FORM - Faculty/Academic Staff
UNIVERSITY OF WISCONSIN - RIVER FALLS

Position #

Date

Academic Year -

Social Security Number

Name

Last

First

Middle

Street Address

Birthdate

City State Zip Code Phone

(if less than full year indicate semester)

Position Percent Fall Spring MALE

Percent Teaching Fall Spring FEMALE

If part-time teaching, # of credits

Non-teaching assignment % of time

Dept. Chair Research Coaching Administration Other

Date of Initial Appointment

Department Assigned to

Specialty

New Position Replacement (person replaced)

Temporary Appointment (dates)

Faculty (designate tenure or probationary)

Academic Staff (designate fixed term, probationary or indefinite)

Limited

Other

Appointment Status

1. Professor

2. Associate Professor

3. Assistant Professor

4. Instructor

5. Faculty Assistant

6. Academic Staff (indicate appropriate A.S. title)

7. Limited (indicate appropriate title)

Salary Information

Academic Year Base $ Annual Base $ Actual Salary if less than 100% $}

Ethnic Code - Please Check

Code 1 - Black

Code 2 - Asian or Pacific Islander

Code 3 - Native American Indian or Alaskan

Code 4 - Hispanic

Code 5 - White

Special Considerations:

[REV. 1/95]
The following guidelines will be considered in the assignment of number of years of experience:

a. Teaching experience at the university level in an institution equivalent to this university will be honored on a 1-1 basis (one year equals one year);

b. Teaching experience at the elementary or secondary level will be honored on a two to one basis; however, a maximum five years will be granted;

c. Industrial, governmental, business, or pre-professional experience directly related to the university teaching assignment will be honored on a 2-1 basis with a maximum of five years granted;

d. Appropriate experience will be considered on an individual basis. The burden of proof is on the faculty member to show the cause and for the department chairperson to present evidence. This experience shall exceed the 3-1 ratio, with a minimum of five years granted;

e. Graduate assistantships may be considered in (d) of the above formula.

<table>
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<th>Experience (Indicate Years)</th>
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<tr>
<td>Actual</td>
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<tr>
<td>Elementary/Secondary</td>
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<td>Individual/Government/Business</td>
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<tr>
<td>Graduate Assistant</td>
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<tr>
<td>Other</td>
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<tr>
<td>Total</td>
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</table>

Educational Preparation and Codes: Please check appropriate category.

Code 1. Any of the following categories qualify for this rating:

( ) Ph.D
( ) Ed.D
( ) Earned doctor’s degree equivalent to the Ph.D and Ed.D requiring the minimum equivalent of three full years of graduate study beyond the baccalaureate
( ) M.F.A. in performing arts (dance and theatre) or in studio arts
( ) M.S.W./M.S.S.W. with ACSW eligibility (limited to promotions to Associate Professor only)

Code 2.

( ) Earned degrees requiring a minimum of three years of work beyond the baccalaureate degree
( ) All requirements met for the doctorate except for the completion of the dissertation

Code 3.

( ) Master’s degree plus one year of graduate study as measured by the institution where graduate work is applicable in a degree program
( ) A specialist degree or its equivalent
( ) Two-year master’s degree

Code 4.

Master’s degree

Code 5.

Bachelor’s degree

Code 6.

No bachelor’s degree

Other degree

Other credits beyond degree

Highest degree earned          Date of highest degree earned

ATTACH APPLICATION AND OFFICIAL TRANSCRIPTS

Dean/Assistant Chancellor     Date     Vice Chancellor     Date

Copy to AA/EEO                Copy to Department/Unit Head

[REV. 1/95]
<table>
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<tr>
<th>ACTIVITY</th>
<th>TENURE TRACK</th>
<th>FULL-TIME IAS</th>
<th>PART-TIME IAS</th>
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<tbody>
<tr>
<td>1) Position Request</td>
<td>Form A-1</td>
<td>Form A-1</td>
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<tr>
<td>2) Recruitment Request</td>
<td>Form A-2</td>
<td>Form A-2</td>
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<tr>
<td>3) National Advertisement</td>
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<tr>
<td>4) Regional Advertisements</td>
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<tr>
<td>5) Optional Supp. Recruitment</td>
<td>Form A-3</td>
<td>Form A-3</td>
<td>Form P-1</td>
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<tr>
<td>6) Vacancy Notices</td>
<td>Dept./A.A.</td>
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<td>7) Self-Identification Form</td>
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<td>Dean</td>
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<td>8) Applicant Log</td>
<td>Form B-2</td>
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<td>9) Part-time IAS Worksheet</td>
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<td>10) Applicant Flow</td>
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<td>11) Interview Request</td>
<td>Forms C-1, C-2</td>
<td>Forms C-1, C-2</td>
<td>Form C-3</td>
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<tr>
<td>12) Reimbursement Request</td>
<td>Form C-3</td>
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<td>13) Recommendation to Hire</td>
<td>Form D-1</td>
<td>Form D-1</td>
<td>Form P-4</td>
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<tr>
<td>14) Certification to Hire</td>
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<td>Form D-2</td>
</tr>
<tr>
<td>15) Dean's Appointment Form</td>
<td>Form D-2</td>
<td>Form D-2</td>
<td>Form P-5</td>
</tr>
<tr>
<td>16) Request for Emergency Hire</td>
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</table>
The University of Wisconsin System is an equal opportunity, affirmative action employer. The River Falls campus is strongly committed to ensuring that the policies and principles of nondiscrimination and affirmative action are fully implemented in all areas of employment. To assist the Affirmative Action Office and the University in evaluating and assessing its effectiveness in carrying out its responsibilities and to respond to valid inquiries by federal and state agencies, we ask you to complete this self-addressed form and return as soon as possible to the Affirmative Action Office. If you have any questions about the search process, please contact the Assistant to the Chancellor for Affirmative Action and Equal Opportunity, 112 Hathorn Hall, 715/425-3833.

Name ____________________________________________ Date of Application __________________________

Position applied for: TEMPORARY, PART-TIME INSTRUCTIONAL ACADEMIC STAFF

PLEASE CHECK ALL THAT APPLY:

[ ] 1) Black, not of Hispanic origin. Persons having origins in any of the Black racial groups of Africa.
[ ] 2) Asian or Pacific Islander. Persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, Vietnam, Cambodia, the Phillipine Islands and Samoa.
[ ] 3) American Indian or Alaskan Native. Persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.
[ ] 4) Hispanic. Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
[ ] 5) White or Other, not of Hispanic origin. Persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

[ ] Female  [ ] Male  [ ] Age 40 or older

[ ] Vietnam Era Veteran with more than 180 days of active military service, any part of which was between August 5, 1964 and May 17, 1975, with a discharge other than dishonorable or released for service-related disability during the same period.

[ ] Disabled Vietnam Era Veteran with a disability of thirty percent or more administered by the VA; discharged or released from active military service for disability.

[ ] Disabled Person. 1) has a physical or mental impairment which substantially limits one or more major life activities; 2) has a record of such impairment; or 3) is regarded as having such an impairment.

HOW DID YOU LEARN OF THIS POSITION?

[ ] Advertisement (name of publication): __________________________________________________________
[ ] Vacancy notice (where posted): ___________________________________________________________
[ ] Word of Mouth from: _________ Campus employee _________ Other: __________________________
[ ] Invited to Apply by: _________ Campus employee _________ Other: __________________________
[ ] If none of the above, please specify: _______________________________________________________

PLEASE CHECK ONE OF THE STATEMENTS BELOW, SIGN AND DATE. THANK YOU.

[ ] I AGREE TO ALLOW THE AFFIRMATIVE ACTION OFFICE TO RELEASE MY NAME WITH THE ABOVE INFORMATION TO THE SEARCH AND SCREEN COMMITTEE.

[ ] I WOULD LIKE THIS INFORMATION TO BE USED FOR STATISTICAL PURPOSES ONLY.

SIGNATURE ____________________________________________ DATE ____________________________

[Rev. 1/95]
[LETTERHEAD]

[date]

[name
street
city, state, zip]

[Dear ________:

Thank you for your interest in a part-time teaching position at the University of Wisconsin - River Falls.

To be considered for inclusion in the pool of persons from which temporary part-time instructional academic staff are selected, all required material must be postmarked no later than March 15, 1995. An application package is considered complete when the Dean's Office has received the following material:

[ ] 1) Letter of interest specifying your area(s) of teaching interest. Your letter must address your qualifications and include a statement specifically describing your experience and ability to contribute to UW-River Falls' commitment to enhancing student awareness and appreciation of diverse cultures.

[ ] 2) Unofficial transcript showing highest degree earned (an official copy will be required if hired)

[ ] 3) Resume or Curriculum Vitae

[ ] 4) Names, addresses and telephone numbers of at least three persons who can comment upon your teaching ability, experience, and professional preparation.

To date, we have received those items checked. If all are marked, your file is complete and will be forwarded to the appropriate department for review by a faculty committee. We will notify you as soon as possible of the faculty's decision.

Enclosed is an affirmative action Self-Identification form. As an affirmative action/equal employment opportunity employer, UW - River Falls is required to collect and maintain data on the race, sex and ethnic identity of all applicants for employment. As indicated on the form, you may elect to allow this information to be released or you may designate the information to be used for statistical purposes only. To assist us in complying with state and federal requirements we ask you to complete the enclosed form and return it to the Affirmative Action Office. Your choice is entirely optional and will not disqualify you for any position within the University.

If you have any questions or need further information, please contact the Dean's office at 715/ 425- XXXX.

Sincerely,

Dean, College of XXXXXXXX

cc: File
SAMPLE LETTER #2

[LETTERHEAD]

[Date]

[name
address
city, state, zip]

[Dear ___________]:

The faculty committee in the Department of ______________ has reviewed your application materials. I am pleased to inform you that you have been accepted into the pool of part-time instructional academic staff. It is from this pool of qualified persons that the College of ___________ draws instructors on a temporary basis to teach on short notice, normally one to three courses (and less than 12 credits) each semester.

Should a vacancy for which you may be qualified occur, the Dean’s Office will contact you to 1) determine if you are available at the time(s) needed and 2) to arrange an interview with the department faculty. At that time you will be asked to forward an official transcript (if you have not already done so) of your academic work showing the highest degree you have earned. In most cases more than one person will be interviewed prior to the faculty making the final recommendation to hire. You will be notified of their recommendation as soon as possible after it has been made.

Whether or not you are selected for a particular vacancy, you remain eligible for further consideration for future vacancies throughout the academic year.

Again, thank you for your interest in teaching at UW - River Falls. If you have any questions, please feel free to contact my office at 715/ 425 - XXXX.

Sincerely,

Dean, College of ________________

cc: File
SAMPLE LETTER #3

[LETTERHEAD]

[Date]

[name
address
city, state, zip]

[Dear ____________:]

The faculty committee in the Department of ________________ has reviewed your application materials. I am sorry to inform you that the committee did not recommend you for membership in the instructional academic staff pool from which eligible persons are selected for consideration for part-time teaching assignments.

We appreciate your interest in teaching at UW - River Falls. The pool from which part-time instructors are hired is reconstituted each year. Please feel free to apply if you would like to be considered for future pools. Information concerning the anticipated application period and deadline to apply will be sent to you upon request.

Sincerely,

Dean, College of XXXXXXXX

cc: File
I am sorry to inform you that your application for membership in the part-time instructional academic staff pool will not receive further consideration because your file was incomplete. We did not receive the items checked below postmarked by the application deadline. Only applicants with complete files may be forwarded to the faculty committee for review.

   1) Letter of interest specifying your area(s) of teaching interest
   2) Unofficial transcript showing highest degree earned (an official copy will be required if hired)
   3) Resume or Curriculum Vitae
   4) Names, addresses and telephone numbers of at least three persons who can comment upon your teaching ability, experience, and professional preparation.

We appreciate your interest in teaching at UW - River Falls. The pool from which part-time instructors are hired is reconstituted each year. Please feel free to apply if you would like to be considered for future pools. Information concerning the anticipated application period and deadline to apply will be sent to you upon request.

Sincerely,

Dean, College of XXXXXXXX

cc: File
SAMPLE LETTER #5

[LETTERHEAD]

[date]

[name]
[street]
[city, state, zip]

[Dear __________:]

Thank you for your interest in a part-time teaching position at the University of Wisconsin - River Falls. At this time we are not recruiting for members to be added to the temporary part-time pool. However, we will notify you of the next open application period and hope you will consider applying at that time. Additional information about the part-time teaching pool is provided below. If you have any questions, or would like further information, please feel free to contact the Dean’s Office at (715) 425 - XXXX.

Each Fall and Spring a pool of qualified applicants is developed from which teaching staff may be drawn to fill vacancies on a temporary basis in various departments and disciplines. The normal appointment is for one to three courses per semester (and less than 12 credits), with no continuation of appointment beyond the initial contract period expressed or implied. Reappointment to subsequent semesters is contingent upon the needs of the department, funding, availability at the time(s) needed, and acceptable performance as determined by the Department and the Dean.

Qualifications for the pool include:
- Master's degree in a related field or discipline, with a terminal degree required to teach graduate courses
- For most positions, at least one year of teaching experience at the high school or college level (Note: 3 years at K-12 level for supervisors of student teachers and some positions in education)
- Experience in area of expertise
- Additional academic preparation or experience in a specific area may be required in some departments
- Demonstrated awareness of and sensitivity to diverse student populations and ability to contribute to the University’s commitment to enhancing student awareness and appreciation of diverse cultures

Again, thank you for your interest in teaching at UW-River Falls.

Sincerely,

Dean, College of XXXXXXXX

cc: File
The University of Wisconsin - River Falls is currently developing a pool of qualified candidates from which instructional staff may be drawn to fill vacancies on a temporary basis in various departments and disciplines as described below. The University is actively seeking to diversify its faculty. Women, persons of color, and the disabled are especially encouraged to apply.

Successful applicants become members of a pool of temporary teaching staff eligible to teach on short notice, based upon the needs of the department, funding, and availability.

The Positions

Instructional Academic Staff. Temporary, part-time teaching staff. Temporary fixed term appointments are normally for one to three courses per semester (less than 12 credits), with no continuation of appointment beyond the initial contract period expressed or implied. Reappointment to subsequent semesters is contingent upon the needs of the department, funding, availability and acceptable performance as determined by the Department and Dean.

Compensation: Based upon qualifications and available funding.

Qualifications (Required)

- Master's degree in related field or discipline, with a terminal degree required to teach graduate courses
- For most positions, at least one year of teaching experience at the high school or college level (Note: 3 years at K-12 level for supervisors of student teachers and some positions in education)
- Experience in area of expertise
- Additional academic preparation or experience in a specific area may be required in some departments as described below
- Demonstrated awareness of and sensitivity to diverse student populations and ability to contribute to the University's commitment to enhancing student awareness and appreciation of diverse cultures.

To Apply

Submit a resume (or curriculum vitae) and letter of interest specifying: 1) area(s) of teaching interest, 2) qualifications, 3) statement of experience including ability to contribute to the enhancement of student awareness and appreciation of diverse cultures. Include an unofficial transcript (official copies will be required if hired) and the names, addresses and telephone numbers of at least three references who can specifically comment upon your teaching ability, experience, and professional preparation.

For further information and to apply contact the appropriate Dean's Office listed below. You may apply to more than one College. If so, please indicate your choices in your letter of interest and send duplicates of your application package to each College.

Deadline to Apply: All requested material must be postmarked no later than March 15, 1995. Note: The names of all nominees and applicants who have not requested confidentiality in writing, and identities of all finalists must be released if requested.

The University of Wisconsin - River Falls is a member of the University of Wisconsin System and is located in scenic west central Wisconsin, 30 miles east of St. Paul/Minneapolis (the Twin Cities metropolitan area) with easily accessible year around arts, cultural and recreational events. UWRF's 5600 graduate and undergraduate students pursue degrees in the colleges of Agriculture, Arts and Sciences, and Education. A favorable student-faculty ratio affords opportunity for meaningful interchange between faculty and students. Strong interests in teaching, research and community service are highly valued.

College of Agriculture - programs of study are related to food, agriculture, natural resources and the environment on a local and global scale. Areas of emphasis include dairy science, horse science, meat animal science, food science, horticulture, agronomy, agricultural engineering technology, soil science, agricultural business, agricultural marketing, agricultural education, agricultural communications, conservation, land management and geology. Departments: Agricultural Economics, Agricultural Education, Agricultural Engineering Technology, Animal and Food Science, and Plant and Earth Science.

Contact: Dean Gary E. Rohde, 210 Ag Science Bldg., 715/425-3784

College of Arts and Sciences - offers programs of study in the humanities/fine arts - Art, English, Modern Languages, Music, Philosophy, Speech Communication and Theater Arts; Social Sciences - Economics, Geography/Cartography, History, Political Science, Sociology, Broad Field Social Studies; Science/Mathematics - Biology, Biotechnology, Chemistry, Mathematics and Computer Systems, Physics, Broad Field Science; Professional Programs - Business Administration, Accounting, Communicative Disorders, Journalism, Social Work.

Contact: Dean Neal H. Prochnow, 172 Kleinpell Fine Arts, 715/425-3366

College of Education - offers a range of bachelor of arts, bachelor of science, and professional degrees in elementary and secondary education. Graduate programs include professional development, counseling, school psychology, reading, supervision, instructional leadership, and learning disabilities. Departments: Counseling and School Psychology, Elementary Education, Health and Human Performance, Professional Studies and Secondary Education, and Psychology.

Contact: Dean Barry M. Alberson, Bl30 Ames Teacher Education Center, 715/425-3774.

The University of Wisconsin - River Falls is an equal opportunity, affirmative action employer subject to all state and federal regulations pertaining to nondiscrimination based upon sex, sexual orientation, race, color, national origin, religion, disability, marital status, age arrest and/or conviction record, veteran status, and membership in the national guards state defense force, or any other reserve component of the military forces of the United States or the State of Wisconsin. All persons, especially women, minorities, and the disabled are encouraged to apply. Employment is subject to federal laws that require verification of your identity and legal right to work in the United States as required by the Immigration Reform and Control Act.
UNIVERSITY OF WISCONSIN - RIVER FALLS
TEACHING POSITIONS - FALL, 1995

The University of Wisconsin - River Falls invites applications for full-time and part-time non-tenure track teaching positions in the Colleges of Agriculture, Arts and Sciences, and Education.

UW-River Falls is a member of the University of Wisconsin System and is located in scenic west central Wisconsin, 30 miles east of St. Paul/Minneapolis (the Twin Cities metropolitan area) with easily accessible year round arts, cultural and recreational events. UW-River Falls' 5600 graduate and undergraduate students pursue degrees in the colleges of Agriculture, Arts and Sciences, and Education. A favorable student-faculty ratio affords opportunity for meaningful interchange between faculty and students. Strong interests in teaching, research and community service are highly valued.

The University is committed to creating an educational community which enhances student awareness and appreciation of diverse ethnicities and cultures and which actively supports tolerance, civility and respect for the rights and sensibilities of each person without regard to economic status, ethnic background, political views, sexual orientation, or other personal characteristics or beliefs. Awareness of and sensitivity to diverse ethnic and cultural heritages are especially sought in applicants.

Instructional Academic Staff - Part-time: UW-River Falls is currently developing a pool of qualified candidates from which part-time staff may be drawn to fill vacancies on a temporary basis in various departments and disciplines. Successful applicants will become members of a pool of temporary instructional academic staff eligible to teach on short notice, based upon the needs of the department, funding, and availability of the prospective staff member. For further information contact the College of Agriculture, Arts and Sciences, or Education at the address below.

Instructional Academic Staff - Full-time: One year full-time temporary positions may be available in the College of Arts and Sciences, Departments of Accounting, Biology, Business Administration, Chemistry, English, Math/Computer Systems, Modern Languages (Spanish), Music, and Sociology and in the College of Education, Department of Elementary Education (Early Childhood Education and Learning Disabilities). For further information contact the Chair of the Department at the address below.

Qualifications: Qualifications for all positions include: 1) master’s, doctorate (Full-time only) or terminal degree (depending on position) in a related discipline, 2) for most positions, one year of teaching experience (3 years at K-12 for supervisors of student teachers and some positions in Education), 3) experience in area of expertise, and 4) demonstrated awareness of and sensitivity to diverse student populations and ability to enhance student awareness and appreciation of diverse ethnic and cultural heritages. Additional academic preparation or experience in a specific area may be required in some departments.

To Apply: Submit a resume (or curriculum vitae) and letter of interest specifying: 1) area(s) of teaching interest, 2) qualifications, 3) statement of experience, including ability to contribute to the enhancement of student awareness and appreciation of diverse cultures. Include an unofficial transcript (official copies will be required if hired) and the names, addresses and telephone numbers of at least three references who can specifically comment upon your teaching ability, experience, and professional preparation.

Mail application materials to the appropriate College (part-time pool) or Department (full-time) at:
University of Wisconsin - River Falls
410 S, 3rd St., River Falls, WI 54022.

If applying to more than one College or Department, please indicate your choices in your letter of interest and forward application materials to each area.
Deadline to Apply: All requested material must be postmarked no later than March 15, 1995. Incomplete files will not be reviewed by the department committee. Note: The names of all nominees and applicants who have not requested confidentiality in writing, and identities of all finalists must be released if requested.

Compensation is based on qualifications, number of courses taught, and available funding.

UW-River Falls is an equal opportunity, affirmative action employer.
ANTICIPATED VACANCIES

UNIVERSITY OF WISCONSIN - RIVER FALLS
FULL-TIME ACADEMIC STAFF POSITIONS - FALL, 1995

The University of Wisconsin - River Falls is a member of the University of Wisconsin System and is located in scenic west central Wisconsin, 30 miles east of St. Paul/Minneapolis (the Twin Cities metropolitan area) with easily accessible year around arts, cultural and recreational events. UW-RF’s 5600 graduate and undergraduate students pursue degrees in the colleges of Agriculture, Arts and Sciences, and Education. A favorable student-faculty ratio affords opportunity for meaningful interchange between faculty and students. Strong interests in teaching, research and community service are highly valued.

The University is committed to creating an educational community which enhances student awareness and appreciation of diverse ethnicities and cultures and which actively supports tolerance, civility and respect for the rights and sensibilities of each person without regard to economic status, ethnic background, political views, sexual orientation, or other personal characteristics or beliefs. Awareness of and sensitivity to diverse ethnic and cultural heritages are especially sought in applicants.

The following anticipated vacancies are full-time non-tenure track positions for one year only (August 28, 1995 - May 26, 1996). Compensation is based on qualifications and available funding. The normal teaching load is 12 credits each semester.

Qualifications for most positions (Required):

- Doctorate or terminal degree in a related discipline from an accredited institution
- One year of teaching experience (3 years at K-12 level for supervisors of student teachers and some positions in Education)
- Experience in area of expertise
- Additional academic preparation or experience in a specific area may be required for some positions as described below
- Demonstrated awareness of and sensitivity to diverse student populations and ability to contribute to the University’s commitment to enhancing student awareness and appreciation of diverse ethnic and cultural heritages

College of Arts and Sciences


2) Biology - Introductory Biology, Botany, Bacteriology, Plant Physiology. Additional Quals: some background in nuclear biology. Contact: Dr. Douglas Johnson, Chair, 715/425-3591.

3) Business Administration - Introduction to Business, Principles of Management, International Business, Special Topics. Quals: MBA is minimum. Contact: Dr. Glenn Potts, Chair, 715/425-3335.

4) Chemistry - Freshman Chemistry with Lab, Chemistry for Liberal Arts students. Contact: Dr. David Rusterholtz, Chair, 715/425-3523.

5) English - Freshman English, Western World Literature. Contact: Dr. James Mulvey, Acting Chair, 715/425-3337.

6) Mathematics/Computer Systems - College Algebra, Computer Science Skills (word processing, spreadsheets, databases, disk operating systems). Quals: Masters is minimum. Contact: Dr. Don Leake, Chair, 715/425-3326.

7) Modern Languages -(Spanish) - Two positions: Beginning Spanish, Intermediate Spanish, Spanish Conversation and Composition, Techniques in Modern Language for Education majors/minors. Contact: Dr. Peter Johansson, Chair, 715/425-3896.


9) Sociology - Core courses in Criminal Justice, supervise Criminal Justice Internships, other Sociology courses as needed. Contact: Dr. Tim Nissen, Chair, 715/425-3260.

College of Education

1) Elementary Education - Early Childhood: Courses for Early Childhood certification program; assist in coordinating the Early Childhood program. Additional Quals: 3 yrs. teaching experience at preschool, kindergarten, or elementary levels, experience in supervision of student teachers or pre-practicum experience.
Text for Chronicle of Higher Education ad.

2) Elementary Education - Learning Disabilities: Courses for learning disabilities certification. Additional Quals: Experience in supervision of student teachers or pre-practicum experiences.

For both positions contact: Dr. Carmen Coballes-Vega, Chair, Department of Elementary Education, 715/425-3230.

To Apply: Submit a resume (or curriculum vitae) and letter of interest specifying: 1) area(s) of teaching interest, 2) qualifications, 3) statement of experience, including ability to contribute to the enhancement of student awareness and appreciation of diverse cultures. Include an unofficial transcript (official copies will be required if hired) and the names, addresses and telephone numbers of at least three references who can specifically comment upon your teaching ability, experience, and professional preparation.

Inquiries and applications should be addressed to the appropriate contact listed above and mailed to:
University of Wisconsin - River Falls
410 South 3rd Street
River Falls, WI 54022

The names of all nominees and applicants who have not requested confidentiality in writing, and identities of all finalists must be released upon request.

Deadline to Apply: All requested material must be postmarked no later than March 15, 1995.

UW - River Falls is an equal opportunity, affirmative action employer.
ANTICIPATED VACANCY
FULL-TIME ACADEMIC STAFF POSITION
[DEPARTMENT]

The University of Wisconsin - River Falls is a member of the University of Wisconsin System and is located in scenic west central Wisconsin, 30 miles east of St. Paul/Minneapolis (the Twin Cities metropolitan area) with easily accessible year around arts, cultural and recreational events. UW-RF's 5600 graduate and undergraduate students pursue degrees in the colleges of Agriculture, Arts and Sciences, and Education. A favorable student-faculty ratio affords opportunity for meaningful interchange between faculty and students. Strong interests in teaching, research and community service are highly valued.

The University is committed to creating an educational community which enhances student awareness and appreciation of diverse ethnicities and cultures and which actively supports tolerance, civility and respect for the rights and sensibilities of each person without regard to economic status, ethnic background, political views, sexual orientation, or other personal characteristics or beliefs. Awareness of and sensitivity to diverse ethnic and cultural heritages are especially sought in applicants.

The Position:
Teach courses in the following areas:

Additional Responsibilities:
This anticipated vacancy is a full-time non-tenure track position for one year only (August 28, 1995 - May 26, 1996). Compensation is based on qualifications and available funding. The normal teaching load is 12 credits each semester.

Qualifications (Required):

> Education:

> Experience in area of expertise:

> Additional academic preparation or experience in a specific area (if any):

> Demonstrated awareness of and sensitivity to diverse student populations and ability to contribute to the University’s commitment to enhancing student awareness and appreciation of diverse ethnic and cultural heritages.

To Apply:
Submit a resume (or curriculum vitae) and letter of interest specifying: 1) area(s) of teaching interest, 2) qualifications, 3) statement of experience, including ability to contribute to the enhancement of student awareness and appreciation of diverse cultures. Include an unofficial transcript (official copies will be required if hired) and the names, addresses and telephone numbers of at least three references who can specifically comment upon your teaching ability, experience, and professional preparation.

Inquiries and applications should be addressed to
[Department Committee Chair]
[Department]
University of Wisconsin - River Falls
410 South 3rd Street
River Falls, WI 54022

The names of all nominees and applicants who have not requested confidentiality in writing, and identities of all finalists must be released upon request.

Deadline to Apply: All requested material must be postmarked no later than March 15, 1995.

UW - River Falls is an equal opportunity, affirmative action employer subject to all state and federal regulations pertaining to non-discrimination based upon sex, sexual orientation, race, color, national origin, religion, disability, marital status, age, arrest and/or conviction record, veteran status, and membership in the national guard, state defense force, or any other reserve component of the military forces of the United States or the State of Wisconsin. All persons, especially women, persons of color, and the disabled are encouraged to apply. Employment is subject to federal laws that require verification of your identity and legal right to work in the United States as required by the Immigration Reform and Control Act.
May 8, 1995

TO:    Gary A. Thibodeau, Chancellor
        University of Wisconsin-River Falls

FROM:  P. B. George, Chair
        UW-RF Faculty Senate

RE:    UW-RF Faculty Senate motion 94/95/25 for your consideration

At the April 5, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/25 was approved. This motion is forwarded for your consideration.

Motion (Keenan/Carstens): The use of the Tier II model shall be allowed for funding some summer session courses.

New System restrictions disallow the teaching of extension courses to traditional students during regular school hours. The Tier II classification would apply to some courses historically offered by Extension on campus during the summer. Any surplus funds for Tier II courses stay on campus.

Motion 94/95/25 passes.

Approved

Disapprove

Gary A. Thibodeau, Chancellor
May 8, 1995

TO: Gary A. Thibodeau, Chancellor
    University of Wisconsin-River Falls

FROM: P. B. George, Chair
      UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/24 for your consideration

At the April 5, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/24 was approved. This motion is forwarded for your consideration.

Motion (Carstens/Jordahl) to endorse the theme, “A Step into Reality: Thriving Through Change”, for the 1995-96 school year.

Motion 94/9524 passes.

[Signature]
Approved

[Signature]
Disapprove

Gary A. Thibodeau, Chancellor
March 23, 1995

TO: Gary A. Thibodeau, Chancellor  
University of Wisconsin-River Falls

FROM: P. B. George, Chair  
UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/23 for your consideration

At the March 8, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/23 was approved. This motion is forwarded for your consideration.

(see attached)

Approved

Disapprove

[Signature]
Gary A. Thibodeau, Chancellor
Faculty Senate Motion 94-95/23
Passed 3/8/95

The following paragraphs replace existing paragraphs on student evaluation of classroom teaching in the UW-RF Faculty Handbook.

1. INTRODUCTION: In general, student evaluation of classroom teaching produces two types of information. One type of information can be used to help the instructor identify the effectiveness of specific instructional practices and can also identify areas for improvement or development. The second type of information gained from uniform student evaluations is used to arrive at broad comparisons of instructors and can be used for personnel decisions.

   The student survey of classroom teaching effectiveness conducted at UW-RF is of the second type only. According to an interpretation by the Wisconsin Attorney General, the results of uniform student evaluations conducted by the university, college, or unit on a required basis are PUBLIC information.

   Student evaluations are but one means of assessing classroom teaching effectiveness. A thorough review of teaching effectiveness include classroom observations by peers; a review of syllabi, tests, texts, and required readings; a review of other teaching tools such as computer simulations and videos; videos of a class period; self-evaluation including statements of teaching goals, and the methods the teacher uses to accomplish these goals; examples of the products of one's teaching such as essays, papers, art and performances; examination of grading patterns and how grades are determined in a department, and the results of uniform student evaluations. The information used in assessing teaching effectiveness for personnel decisions should augment the information required in UW-RF 3.21.c.1 and 3.23.

   In brief, uniform student evaluations should be used as supporting evidence of classroom teaching effectiveness and not as the primary evidence of it.

2. USES OF THE UNIFORM SURVEY RESULTS:

   a. The results of uniform evaluations of classroom teaching effectiveness can be used in personnel decisions. Personnel decisions are made in departments/units, by deans, by the vice chancellor, by the chancellor, by college promotion committees, and by those involved in grievance proceedings. Normally the personnel decisions made are for retention, promotion, tenure, and merit pay.

   b. Every academic and administrative unit making personnel decisions must state in writing the relative importance of student evaluations in comparison to other means of evaluating teaching such as those discussed above. The statements must be approved by the appropriate dean, vice chancellor and by the chancellor.

3. THE UNIFORM SURVEY INSTRUMENT:

   a. The survey instrument will include only questions approved by the Faculty Senate, and will be administered by the vice chancellor.
b. Identify a day to administer the form during the last three weeks of the semester. The form must be administered during the first ten minutes of class.

c. Select and orient a student in each class to read the instructions attached to the envelope, to distribute and collect the forms, and to insert the completed forms into the envelope. After the envelope is sealed, two students must sign their names across the seal.

d. Wait outside the room until all materials have been collected by the student.

e. Direct the student to deliver the sealed and signed envelope to the department secretary. If the department is closed the student should drop the envelope in the Grade Deposit Box in front of the Registrar's Office.

f. The evaluations are not to be returned to the instructor.

6.

**INSTRUCTIONS TO THE STUDENT**

**FOR THE ADMINISTRATION OF THE STUDENT**

**EVALUATION OF CLASSROOM TEACHING EFFECTIVENESS**

a. After the instructor has left the room, read the following to the class: "We are being asked to complete an evaluation of our instructor. Your THOUGHTFUL and HONEST consideration of each question will be appreciated. The purpose of this evaluation is to provide information on the instructor's teaching effectiveness. This information can be used in personnel decisions such as retention, promotions, tenure, and merit pay. The instructor will not see the results of this evaluation until final grades are submitted. Please return your completed evaluation and pencil to me. Your input is important. We ask that you not discuss this evaluation until all the forms are collected. Thank you for completing this evaluation."

b. Distribute the evaluation forms and the #2 pencils as needed.

c. After gathering all the evaluation forms, arrange the answer sheets so that they all face the same direction, place the cover sheet (blue/white information sheet) on top, and put all the forms into the envelope. Seal the envelope. You and another student must sign your names across the seal. Collect the pencils. Return all materials as soon as possible to the department secretary. If the department is closed the evaluations should be put into the "Grade Deposit Box" slot in the wall in front of the Registrar's office. Do not return the evaluations to the instructor.
March 23, 1995

TO: Gary A. Thibodeau, Chancellor
    University of Wisconsin-River Falls

FROM: P. B. George, Chair
    UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/22 for your consideration

At the February 22, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/22 was approved. This motion is forwarded for your action.

The recommendation of the Academic Policy and Program Committee to approve the course Chemistry 102 as a General Education course.

Approved

Disapprove

Gary A. Thibodeau, Chancellor
February 9, 1995

TO: Gary A. Thibodeau, Chancellor
University of Wisconsin-River Falls

FROM: P. B. George, Chair
UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/20 for your consideration

At the January 25, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/20 was approved. This motion is forwarded for your consideration.

Motion 94/95/20 (Keenan/Carstens) that:

The “Procedure for Student Appeal of Grades” below be adopted on this campus. The presumption is that grades are correct as assigned, unless there is clear and convincing evidence supporting an allegation of inequity in grading practices. The student bringing the complaint bears the burden of proof when initiating an informal or formal grievance process. Grading practices based on classroom standards as outlined in the class syllabus and applied to all students equally are not grievable. Appeal of a grade must be made within one semester (not counting summer) of receiving the grade.

The student should first discuss the matter with the instructor who assigned the grade. If the matter is not satisfactorily settled, the student should then discuss the matter with the chair of the department in which the course was offered. If the matter is not satisfactorily resolved by the chair, the student should then make a written appeal to the dean of the college in which the course was offered, including a clear statement of the problem, the specific action requested by the student, and the arguments/evidence to support the student's request. The dean will discuss the matter with the student, faculty member, and the chair; will attempt to resolve the matter; and will render a decision. In exceptional cases, a final appeal in written form may be made to the Vice Chancellor of Academic Affairs. The student may be accompanied by another member of the university community to any stage of appeal.

Problems arising from clerical error or other problems not related to equity in grades are to be handled through the College Dean’s office. Information and other particulars concerning the grading system can be found in the current university catalog.

John Buschen stated that this procedure had been understood, but unwritten. No case has reached the Vice Chancellor’s office with 3 to 5 cases per year being handled by each dean’s office. The meaning of the phrase “will render a decision” was discussed and it was made clear that this phrase does not imply that the dean would have the authority to change a grade. The wording was carefully crafted and Glenda Morris was consulted.

Motion 94/95/20 passes.

Approved

Disapproved

Gary A. Thibodeau, Chancellor
February 9, 1995

TO:        Gary A. Thibodeau, Chancellor
           University of Wisconsin-River Falls

FROM:      P. B. George, Chair
           UW-RF Faculty Senate

RE:        UW-RF Faculty Senate motion 94/95/19 for your consideration

At the January 25, 1995 meeting of the UW-River Falls Faculty Senate, motion 94/95/19 was approved. This motion is forwarded for your consideration.

Motion (Zimmerman/Seefeldt) to approve the following recommendation:

That the Student Complaint/Grievance Log form be used in the future. If a student makes a written complaint to a dean, the dean shall fill out the attached form and once each term the dean should send these log sheets to the Vice Chancellor.

John Buschen, the Chair of the Academic Standards Committee which recommended this motion, answered questions concerning the motion. The UW-System has mandated that a log be kept at each campus of formal student complaints. Concern was expressed that faculty would not be allowed to ‘sign off’ on this log. A change was made to the form to ensure that no names of individuals or units will be included in the summary. The need for a specific procedure for filing a complaint was brought up and it was reported that this is being worked on in committee currently.

Motion 94/95/19 passes.

X Approved

Disapproved

Gary A. Thibodeau, Chancellor

Typing:
1. Deans shall fill out a log sheet for each student who makes a formal, written complaint to the dean, without mention of name or department.
2. At the end of each semester, the dean shall forward all log sheets of that semester to the Vice Chancellor.
January 26, 1995

TO: Gary A. Thibodeau, Chancellor
    University of Wisconsin-River Falls

FROM: P. B. George, Chair
      UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94-95/18 for your consideration

The UW-RF Faculty Senate Motion 94-95/18 is forwarded for your consideration. At the December 14, 1994 meeting the following motion was approved:

Motion (Keenan/Campbell) to approve the following recommendation:

The Computer Guidance Committee recommends that possession of computers should be a goal of the University of Wisconsin-River Falls for all students and faculty.

X Approved

Disapproved

Gary A. Thibodeau, Chancellor

1/31/95

2/25/94 Meeting Minutes

Date changed/corrected with Chair, Philip George.

Sally Morigo
January 6, 1995

TO: Gary A. Thibodeau, Chancellor
    University of Wisconsin-River Falls

FROM: P. B. George, Chair
    UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/15 for your consideration

The UW-RF Faculty Senate Motion 94-95/15 is forwarded for your consideration. At the November 9, 1994 meeting the following motion was approved:

Motion (Campbell/Jordahl) to accept recommended calendar for 1996-97.

  a) Motion (Campbell/Jordahl) to accept recommended calendar for 1996-97.

<table>
<thead>
<tr>
<th>Fall 96</th>
<th>Spring 97</th>
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</thead>
<tbody>
<tr>
<td>Advising/Registration, Aug 27-30 (4 days)</td>
<td>Advising/Registration</td>
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<td>First day of classes</td>
<td>Sept 3</td>
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<tr>
<td>Thanksgiving recess</td>
<td>Nov 27-29 (72 days)</td>
</tr>
<tr>
<td>Last day of classes</td>
<td>December 16</td>
</tr>
<tr>
<td>Exams</td>
<td>Dec 17-21 (5 days)</td>
</tr>
<tr>
<td>Graduation</td>
<td>December 15</td>
</tr>
<tr>
<td></td>
<td>Jan 15-17, 21 (4 days)</td>
</tr>
<tr>
<td></td>
<td>Jan 22</td>
</tr>
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<td></td>
<td>Spring recess</td>
</tr>
<tr>
<td></td>
<td>March 24-28</td>
</tr>
<tr>
<td></td>
<td>Last day of classes</td>
</tr>
<tr>
<td></td>
<td>May 16 (78 days)</td>
</tr>
<tr>
<td></td>
<td>May 19-23 (5 days)</td>
</tr>
<tr>
<td></td>
<td>May 18</td>
</tr>
</tbody>
</table>

Number of class days for each day of the week:

- Fall 96: M=15, T=15, W=14, Th=14, F=14
- Spring 97: M=15, T=15, W=16, Th=16, F=16

Note: This is the same number of days per semester as in the 1995-96 calendar approved last year.

Motion passed.

___ Approved

___ Disapproved

Gary A. Thibodeau, Chancellor

attachments

410 S. 3rd St. • River Falls, WI 54022-5001 • 715/425-3704
DATE: 2 December 1994
TO: Phil George, Chair
     Faculty Senate
FROM: Don Petzold, Chair
      Calendar Committee
SUBJ: Calendar for the 1996-97 Academic Year

The Calendar Committee met today and approved the following calendar for the 1996-97 academic year. The requirement (by state statute) that we start classes no sooner than September 2 remains the chief cause for imbalance in the two semester schedules. There are 72 days for Fall 96 semester and 78 days for Spring 97 semester.

**FALL 96**
Advising/Registration August 27-30 (4 days)
First Day of Classes September 3
Thanksgiving Recess November 27-29 72 DAYS
Last Day of Classes December 16
Exams December 17-21 (5 days)
Graduation December 15

| Number of class days for each day of the week: | M=15, T=15, W=14, Th=14, F=14 |

**SPRING 97**
Advising/Registration January 15-17, 21 (4 days)
First Day of Classes January 22
Spring Recess March 24-28
Last Day of Classes May 16 78 DAYS
Exams May 19-23 (5 days)
Graduation May 18

| Number of class days for each day of the week: | M=15, T=15, W=16, Th=16, F=16 |

Note: This is the same number of days per semester as in the 1995-96 calendar approved last year.
<table>
<thead>
<tr>
<th>Institution</th>
<th>Faculty Contract Year</th>
<th>Registration Advising</th>
<th>Classes Begin</th>
<th>Semester Ends</th>
<th>Commencement</th>
<th>Interim</th>
<th>Registration Advising</th>
<th>Classes Begin</th>
<th>Spring Recess</th>
<th>Semester Ends</th>
<th>Commencement</th>
</tr>
</thead>
</table>

* 273 days
January 6, 1995

TO:       Gary A. Thibodeau, Chancellor
          University of Wisconsin-River Falls

FROM:     P. B. George, Chair
          UW-RF Faculty Senate

RE:       UW-RF Faculty Senate motion 94/95/14 for your consideration

The UW-RF Faculty Senate Motion 94-95/14 meeting the following motion was approved:

   Motion (Keenan/Nolte) to endorse the Reallocation and Review Principles.

Motion passed.

X Approved

Disapproved

Gary A. Thibodeau, Chancellor
REALLOCATION AND REVIEW PRINCIPLES

After reviewing input from the Campus Community, the Reallocation and Review Committee compiled the following list of principles to guide the R & R process:

1. The reallocations must result in more effective and efficient use of current and potential resources consistent with the University's Mission and Long Range Priority Goals.

2. Quality education and student development remain our first priority.

3. Quality education requires a balanced package of instructional, administrative, physical plant, and student services.

4. Shared governance requires faculty, staff, student, classified, and administrative input in determining the institution's approach to reallocation.

5. Actions resulting from the reallocation process must honor all personnel contracts, layoff/non-renewal procedures and timetables as specified in UWS Chapters 5 and 12, state classified staff rules, classified union contracts, and UW-River Falls' faculty, academic staff and classified staff personnel rules.

6. Every effort must be made to avoid disrupting the academic progress of students currently enrolled.

7. Decisions on program offerings and priorities will be made in relation to our select mission, and the mission of the UW System.

8. Budget reallocations will be made with full cognizance of their implication for program revenue and matching revenues, i.e., increasing student fees could affect student recruitment.

9. Budgetary changes will be sensitive to a balancing of workload distribution.

10. Required reductions in staffing will not erode salaries.

11. Reductions in budget will lead to a request for a waiver in meeting unfunded state mandates.

12. In order to provide student choice and control over costs of non-academic services, separate charges for some student services may be considered.

13. Every effort will be made to minimize impact on personnel affected by budgetary changes.

14. The reallocation and review process and outcomes will be evaluated on an ongoing basis.
January 6, 1995

TO: Gary A. Thibodeau, Chancellor
   University of Wisconsin-River Falls

FROM: P. B. George, Chair
       UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/13 for your consideration

The UW-RF Faculty Senate Motion 94-95/13 is forwarded for your consideration. At the November 9, 1994 meeting the following motion was approved:

Motion (Keenan/Klyczek) that the course, Women’s Studies 220, Gender Issues in Science, 3 credits, be included as a course to satisfy the diversity requirement.

Motion passed.

Approved

Disapproved

Gary A. Thibodeau, Chancellor

attachments
October 25, 1994

TO: Dr. Phil George, Chair
   Faculty Senate

FROM: Michael G. Davis, Chair
      Academic Policy and Program Committee

RE: Motion Regarding "Gender Issues in Science"

At the last AP&P meeting the committee voted to have the course "Gender Issues in Science" as one of the classes that meet diversity credit.

It is my understanding that this now must be approved by the Faculty Senate. If you have any questions please let me know.
September 19, 1994

Memorandum

TO: Mike Davis, Chair
    Academic Policy & Programming
FROM: Terry Brown, Director
    Women's Studies Program

I would like to request that the AP & P committee consider the enclosed course for diversity credit. The course, Gender Issues in Science, focuses on "the history of women in science," and addresses "issues of other under-represented groups in science."

If you have any questions, please feel free to contact me at X0619.
Course Title: Gender Issues in Science

Course No.: 220  Credits: 3

Undergraduate  Graduate  Both

Department: Women's Studies


Date of Preparation/Revision: January, 1994

Check One: New Course  Departmental Revision  Change in title/course no. only  Change in no. of credits

If new course, date of proposed first offering: Spring, 1995

If new course replacing an existing course, specify previous course number:

previous course title: ____________________________  credits

Check One: Permanent Course  Temporary: ____________________________ (term and year course to be offered)

Class hours per week:

Lecture/discussion: 3  Laboratory:    Studio:

Prerequisites: Sophomore standing or consent of instructor

Relationship of this course to the departmental major or minor:

Major(s)  Minor(s)

yes  no  yes  no

Required?  not applicable  Allowed Elective?  yes

Not applicable

Please complete the following.

1. DUPLICATION

a. State whether or not there is any possible overlap or duplication of course material between this course and existing programs within your college or within the university.

None.

b. Please list those departments with whom you have consulted.

Math/CS, Physics, Biology, Chemistry, PSSE
2. Briefly explain the need for this course as an addition to the curriculum.

With the increased concern regarding the position of women in society, it is important to give students an understanding of gender issues in various societal contexts. It is also becoming increasingly important for all students to have a fundamental understanding of the nature of science and the role of science in society. This course combines these two needs by defining science and women's position in scientific endeavors.

3. Catalog description (including prerequisites):

This course will examine the images of scientists, the history of women in science, current gender issues facing men and women in science, and feminist philosophies of science. In order to understand these, the course will attempt to define science, technology and feminism. The course will also address issues of other under-represented groups in science. Prerequisites: Sophomore standing or consent of instructor.

4. Course objectives:

1. To introduce students to the nature of science and technology, examining images of science and scientists in society.
2. To examine how women have participated in and contributed to the sciences, as well as logistical and sociological barriers which have influenced women's participation in science.
3. To evaluate obstacles currently faced by women and other under-represented groups in science and explore possible solutions to the problems.
4. To analyze science from a variety of feminist and cultural perspectives.

5. General teaching procedure/methodology:

This course will be based on assigned readings and discussion of these readings. Students will write short papers designed to increase their understanding of the readings and clarify their ideas from the discussion.

6. Evaluative procedures to be used: (If no exam is planned, written permission of the dean is required.)

Grade will be based on classroom participation, assigned papers, and exams.

7. What distinction is made between the requirements and/or performance for undergraduate and graduate students?

Not applicable
8. Attach bibliography for graduate course only.

Not applicable

9. Outline of Course Content: (Outline must be sufficiently detailed to clearly indicate content of the course. Use additional page if necessary.)

I. The Image of the Scientist
   A. Definition of Science
   B. The relationship between science and technology
   C. The demand for science and technology
   D. How science is funded
   E. The image of the woman scientist

II. History of Women in Science
   A. Pre-19th century women scientists
   B. 19th century opportunities for women scientists
      i. The education of 19th century scientists
      ii. "Women's Work" in science
      iii. Scientific professional societies
   C. 20th century opportunities for women scientists
      i. Marie Curie
      ii. The "Madame Curie Strategy"
      iii. The women's movement
      iv. The effect of World War II on science
      v. Employment in academia, government, and industry
      vi. Minority women scientists

III. Current Trends and Barriers to Full Participation
   A. The effect of sex roles in our culture on prospective scientists
      i. The formation of career and family choices
      ii. Sexual and racial discrimination
      iii. Sexual harassment
   B. The education of future scientists
      i. Perceived science ability and confidence levels in women and minorities
      ii. The process of course selection
      iii. Multiculturally responsive pedagogical methods
      iv. Current trends in curriculum
   C. The climate for women and other under-represented groups in science
      i. Under-representation of women scientists / lack of mentors
      ii. Reduced expectations for women and minorities
      iii. Competition levels in science
      iv. Minorities and the dual barrier
      v. Initiatives to improve the climate for women and minorities
   D. Current trends in technology
      i. Environmental technology--ecofeminism
      ii. Medical technology

IV. Feminist Analyses of Science
   A. Definitions of feminism
   B. Is there a masculine bias in science?
      i. Choices for research topics
      ii. Feminist critique of scientific methodology
      iii. Scientific objectivity and the language of science
      iv. Feminist critiques of ethics in science
   C. Is there a cultural bias in science?
   D. Can there be a feminist science?
10. List those books to be obtained from the Textbook Library: (include complete citation.)

A packet of current papers will be developed. Possible sources are:


11. List those books to be purchased by the student:

Not applicable.

12. Estimated cost to student for materials, supplied, etc. $ _0_.

13. Does this course reflect any human relations components as identified in the Administrative Code of the Department of Public Instruction? Yes X No _ (If yes, please complete Appendix A; if no, Appendix A may be omitted.)
HUMAN RELATIONS

All professional education programs leading to certification shall provide study and experiences in human relations.

Preparation shall include:

1. Study in the theory and applications of human relations practices including skill building activities in identifying and constructively responding to expressions or acts which devalue other persons.

2. Study of the history, culture, customs, social institutions, values, lifestyles, and contributions of women and various racial, cultural, and economic groups, including African-Americans, American Indians, Asia-Americans, Hispanic-Americans, and Pacific Islander-Americans in the United States.

3. Study of the psychological and social implications of the forces of discrimination, especially racism and sexism, their broader impact on relationships among members of various groups in American society.

4. Study in the philosophical and psychological bases of the development and change of attitudes.

5. Experiences for students to systematically evaluate the impact of the forces of discrimination, especially racism and sexism, on language, instructional materials, learning activities, learning styles, interaction between staff and students, tests and measurement, and school environments.

6. Experiences in assessing a curriculum and in making modifications, if necessary, to assure multicultural and nonsexist content.

Indicate in this column in what ways, if any, these requirements will be met.

1. not applicable

2. This course addresses the history of women scientists and the contributions of women to science. It also deals with ways that the social institutions of science effect women and under-represented groups.

3. This course addresses the social implications of sex roles in our culture on prospective scientists

4. not applicable

5. not applicable

6. not applicable
7. Direct involvement with adult and pupil members of a group whose background the student does not share including at least one of the following designated minority groups: African-Americans, American-Indians, Hispanic-Americans, and Pacific Islanders; and with foreign born persons, disabled persons and with various socio-economic groups including low income. Please indicate approximate clock hours of these Direct Involvement experiences.
January 6, 1995

TO:       Gary A. Thibodeau, Chancellor
          University of Wisconsin-River Falls

FROM:    P. B. George, Chair
          UW-RF Faculty Senate

RE:      UW-RF Faculty Senate motion 94/95/12 for your consideration

The UW-RF Faculty Senate Motion 94-95/12 is forwarded for your consideration. At the
November 9, 1994 meeting the following motion was approved:

Motion (Campbell/Olson) that a pilot program be instituted for the 100 level
(introductory) courses to test an 'Early Warning System' for students in academic
troubles.

It was emphasized that participation would be voluntary on the part of instructors and
advisors.

Amendment (Taylor/Campbell) is made to specifically identify five sections of 100 level
courses to pilot this program in.

Amendment passes.

Motion passed.

[Signature]
Gary A. Thibodeau, Chancellor
"EARLY WARNING SYSTEM"
DESIGN FOR PILOT PROGRAM

Comments presented here were culled from the committee minutes from Spring 1994 meetings.

*Motion passed:* "The Advising Committee strongly recommends an early warning system for students in academic trouble: a three-part carbonless form would be available for those faculty wishing to utilize it. One copy would be given to the student, one kept by the teacher, and one sent to the student’s advisor (employing the outcome of a previous motion of this committee to include advisors’ names on the registrar’s class roster already sent out to faculty near mid-term). Distribution of the copies (in a timely manner) is up to the discretion of the faculty member."

Proper promotion of this pilot program should include the direction that distribution of the forms must be discreet. The student copy will be white, and suggestions include: tape to the inside of an exam or paper; or handwrite a comment on an exam when handed back indicating to the student that he/she should see the professor during office hours, or to contact their advisor.

*Later amended:* A fourth (administrative) copy could be stored temporarily in a central bank for facilitating evaluation of the program. The Registrar’s office might be a logical choice.

*Motion passed:* "The Early Warning system suggested by this committee should be a pilot program, instituted just for 100-level (introductory) courses. The form should include the word ‘optional’ for a grade calculation, since a mid-term determination could difficult to assess, or time-consuming."

I. Suggested form:

"Early Warning" Report

<table>
<thead>
<tr>
<th>STUDENT: YOUR INSTRUCTOR HAS DETERMINED THAT YOU ARE IN DANGER OF RECEIVING A GRADE OF «D» OR «F» IN THE FOLLOWING COURSE:</th>
</tr>
</thead>
</table>

Student's Name ___________________________ Social Security No. ______________________

Advisor ___________________________

<table>
<thead>
<tr>
<th>Department</th>
<th>Course #</th>
<th>Section #</th>
<th>Credits</th>
<th>Instructor (please print)</th>
</tr>
</thead>
</table>

Problems contributing to lack of academic progress:

- [ ] poor attendance
- [ ] frequent tardiness
- [ ] apparent inattentiveness
- [x] assignments not on time/not handed in
- [ ] poor grades on assignments
- [ ] poor test/quiz performance

Additional comments:

________________________________________________________________________

Current or tentative grade [OPTIONAL]: _______ Instructor's signature: _______

1 (white) to student copy 3 (pink) for instructor
2 (yellow) to advisor copy 4 (ivory) for Registrar's office

today's date: _______
II. **Advisor Follow-up Sheet**
   - to be included in the Advising Handbook as an Appendix

   - Contact the student if a reasonable time has elapsed and the student has not already done so.
   - Where appropriate for the course(s) in question, review ACT scores, previous courses and grades (using DARS).
   - If more than one warning is issued at about the same time, check for consistency in problems (attendance, exam grades, etc.).
   - Discuss suggestions for improvement, possibility of group study, tutoring help.
   - Encourage the student to talk to the teacher (in a non-confrontational manner), to ask "how can I fix this?"
   - Discuss major/career and avocation goals, and how this course fits in.

This sheet will also include a quick reference list of offices & types of assistance available - study skills, how to get tutors, psychological problems, etc., with references to pages in the Advisor's Handbook for further detail.

III. **Surveys to evaluate the pilot program**
    - brevity considered conducive to filling it out -

**STUDENT SURVEY**

Were you aware that you were in danger of getting a D or F before receiving the warning report?
   (yes / no)

Was the warning helpful in understanding why your grade was in jeopardy?
   (yes / somewhat / no)

Did the warning motivate you to work harder or study differently?
   (yes / somewhat / no)

Did you talk with your professor after receiving the warning?
   (yes / no)

Did you talk with your advisor after receiving the warning?
   (yes / no)

Did you seek a tutor as a result of the warning?
   (yes / no)

Did you receive tutoring assistance?
   (yes / no)

Did your grade for the course(s) in question improve?
   (yes / no / stayed the same)

Rate the system:
   (very helpful / somewhat helpful / not helpful / no opinion)

Brief comments/suggestions for improving the system:
FACULTY/ADVISOR SURVEY

directions: fill out all sections that apply to you.

- **FACULTY**
  Did students come to see you based on the warning reports?
  Please reply in terms relating to the number of warnings you issued:
  (most / quite a few / some / none)
  How many warning slips did you send out?
  How many students received a D or F as a final grade?
  How many students were not sent a warning report, but received a D or F for a final grade based on poor performance at the end of the semester?

- **ADVISORS**
  Did advisees come to see you based on the warning reports?
  Please reply in terms relating to the number of warning copies you received:
  (most / quite a few / some / none)
  Did it assist you in helping advisees who have academic difficulties?
  (yes / no / no opinion)
  Did you refer some of these advisees to student services offices?
  (yes / no)

- **BOTH**
  Rate the system:
  (very helpful / somewhat helpful / not helpful / no opinion)
  Brief comments/suggestions for improving the system:

---

**IV. Some of the discussion which led to the above form and surveys:**

This is viewed as important for retention goals.
We had discussed that mid-term warnings would help student at risk to develop self-judging skills.
Multicultural Office and Athletic Department both said they had a very high return rate for the assessments requested from faculty.
Students don't always accept the fact that they are failing, even if each test has been an "F"; they feel they'll pass anyway, sometimes simply because they are attending class(!). The form will be a direct approach, which will encourage students to improve.
Asking faculty to volunteer to be part of this program would provide a "control group" from non-participants, but that would not be fair to students who happen to have professors who choose not to participate.
The form could also be utilized at times other than midterm allowing flexibility.
White has been deemed important for the student copy of the form to seem less intrusive upon the students' privacy, & to avoid the stigma of a "pink slip", etc.
Possibly when meeting with the teacher (after receiving a warning), the student could then discuss why he is failing. But some faculty feel that it will be easier to use a list; less gregarious students may not approach faculty for help; & some faculty are less approachable than others; therefore we left the checklist on the form to aid in analyzing problems.
A number scale (1 = strongly agree ... 5 = strongly disagree) was suggested for the surveys, but abandoned in favor of the simpler system shown above, since not all of the questions could be answered with the same format.
January 6, 1995

TO: Gary A. Thibodeau, Chancellor
    University of Wisconsin-River Falls

FROM: P. B. George, Chair
      UW-RF Faculty Senate

RE: UW-RF Faculty Senate motion 94/95/11 for your consideration

The UW-RF Faculty Senate Motion 94-95/11 is forwarded for your consideration. At the November 9, 1994 meeting the following motion was approved:

Motion (Keenan/Carstens) to support the university in accepting the Title VIII Coop Education Grant providing the following modifications are made to the structure:
- Each college develop an advisory committee composed of:
  faculty director, program assistant, and faculty coordinator from each of the departments that decide to participate in the program.
- A campus committee be established that would include:
  a faculty chair appointed by the Vice Chancellor who would function as a grant administrator during the duration of the grant, college faculty directors, one faculty coordinator from each college, and a representative from Career Services.
- Fundamental to acceptance of the grant would be:
  the right of faculty within each academic department to determine whether or not a Coop/Internship course would exist in their program and the same faculty would determine whether or not any particular student in their programs would be involved in the Coop/Internship program.

An amendment (Campbell/Reavill) is made that:
UW-RF designates the Vice Chancellor to negotiate the revisions with the Department of Education. The proposed administrative structure is the goal towards which he will strive in those negotiations.

Amendment passes.
Motion passed.

☑ Approved

Gary A. Thibodeau, Chancellor

Faye Perkins, Executive Committee
Lisa Reavill, Executive Committee
November 2, 1994.

TO: Dr. Phil George, Chair  
Faculty Senate

FROM: Michael G. Davis, Chair  
Academic Policy and Program Committee

RE: Motion Regarding UW-River Falls Title VIII Coop Education Grant

At the November first AP&P meeting the committee voted to support the University in accepting the Title VIII Coop Education Grant providing the following modifications are made to the structure:

• Each college develop an advisory committee composed of a: faculty director, program assistant, and, faculty coordinators from each of the departments that decide to participate in the program.

• A campus committee be established that would include: a faculty chair appointed by the Vice Chancellor who would function as a grant administrator during the duration of the grant, college faculty directors one faculty coordinator from each college, and a representative from Career Services.

• Fundamental to acceptance of the grant would the right of faculty within each academic department to determine whether or not a Coop/Internship course would exist in their program and the same faculty would determine whether or not any particular student in their programs would be involved in the Coop/Internship Program.

A diagram indicating the above structure is included.

Encl.: Proposed diagram of structure of the UWRF Coop/Internship Program
* Faculty within each Academic Department will determine whether or not a Coop/Internship course will exist in their program.

Faculty within each Academic Department will determine whether or not any particular student in their programs will be involved in the Coop/Internship Program.
November 3, 1994

TO: Gary A. Thibodeau, Chancellor
University of Wisconsin-River Falls

FROM: P. B. George, Chair
UW-RF Faculty Senate

RE: Faculty Senate motion for your information

Faculty Senate Motion 94-95/9 (Seefeldt/Leake)

Made at the October 26 meeting.

"The University of Wisconsin-River Falls should not accept the funds from the Title VIII Coop Grant until such time as the Faculty Senate acting with the advice of the Academic Policy and Program Committee can study the proposal and make a recommendation regarding the proposed structure."

An amendment (Walters/Campbell) is made to add that the recommendations of the Academic Policy and Procedures Committee be ready so that Faculty Senate can make a decision concerning the grant at the November 9 meeting.

Amendment passed at the October 26 meeting.
Motion passed at October 26 meeting.
November 3, 1994

TO:     Gary A. Thibodeau, Chancellor
        University of Wisconsin-River Falls

FROM:   P. B. George, Chair
        UW-RF Faculty Senate

RE:     Faculty Senate motion for your consideration

Faculty Senate Motion 94-95/8

Motion that the criteria for promotion listed under Contribution to the University in Chapter 4 of the Faculty Handbook (p. 74) be made identical to the criteria for retention and tenure. Specifically this means deleting paragraph (b):

"Ability and willingness to maintain such working relations with colleagues as are essential to effective accomplishment of the mission of the academic unit, the college, and the university."

Passed October 12, 1994

☐ approved

☐ disapproved

G. A. Thibodeau, Chancellor
University of Wisconsin-River Falls
November 3, 1994

TO: Gary A. Thibodeau, Chancellor  
    University of Wisconsin-River Falls

FROM: P. B. George, Chair  
      UW-RF Faculty Senate

RE: Faculty Senate motion for your consideration

Faculty Senate Motion 94-95/7

Motion that the timeliness in the calendar paragraph in Promotion Procedures of Chapter 4 of the Faculty Handbook be changed as follows:

The Dean of the College notifies the Department Chair of all faculty eligible for promotion consideration by September 15. (There is no time presently established)
The Chair notifies individual faculty members by October 1. (There is no time presently established)
The Departmental decision is made by November 1. (There is no time presently established)
The Department sends promotion recommendations to the College Promotion Committees by November 15. (The current date is February 1)
The College Promotion Committees send recommendations to the Deans by February 1. (The current date is March 1)
The College Deans send recommendations to the Vice Chancellor by February 15. (This step needs to be added to the paragraph)
The Chancellor and the Vice Chancellor inform the Deans and the individual faculty of their recommendations by February 22 and send recommendations to the Board of Regents according to System guidelines. (The current date is April 15)
Upon receipt of the final decision from the Board of Regents, the Chancellor shall inform the faculty members of their status. (No change)

Passed October 12, 1994

✓ approved

☐ disapproved

G. A. Thibodeau, Chancellor  
University of Wisconsin-River Falls
TO: Gary A. Thibodeau, Chancellor  
University of Wisconsin-River Falls

FROM: P. B. George, Chair  
UW-RF Faculty Senate

RE: Faculty Senate motion for your consideration

Faculty Senate Motion 94-95/6 to change timelines in RF 3.61 so that dates for retention for faculty with two or more years of service are the same as the present dates for retention actions for first year faculty.

Amended (Leake/Walters) at October 26 meeting to change the timelines in RF 3.61 so that the dates for retention for faculty with two or more years of service read as follows:

A: November 25  
B: December 5  
C: December 6 - January 5  
D: Be completed within 5 working days of the beginning of spring semester  
E: February 6  
F: February 13  
G: February 14  
H: February 21  
I: February 28  
J: March 7  
K: March 14

Amended (Leake/Carstens) to:  
A: November 25  
B: December 5  
C: December 6 - January 5  
D: January 6 - January 31  
E: February 6  
F: February 13  
G: February 14  
H: February 21  
I: February 28  
J: March 7  
K: March 14

SUBJECT TO BOARD OF REGENTS' APPROVAL.

APPROVED BY BOARD OF REGENTS 2/10/95  
(see attached)

Passed October 26, 1994

[Signature]

G. A. Thibodeau, Chancellor  
University of Wisconsin-River Falls
### DATES OF IMPLEMENTATION

<table>
<thead>
<tr>
<th>ACTION</th>
<th>FIRST</th>
<th>SECOND</th>
<th>AFTER TWO OR MORE YEARS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Names of probationary faculty members forwarded to heads of academic units no later than... (RF 3.31):</td>
<td>November 25</td>
<td>September 15</td>
<td>November 25</td>
</tr>
<tr>
<td>B. Head of academic unit notifies probationary faculty members and all eligible voters no later than... (RF 3.32):</td>
<td>December 5</td>
<td>September 20</td>
<td>December 5</td>
</tr>
<tr>
<td>C. Professional file is made available to candidate and faculty members eligible to vote, for their consideration and additions (RF 3.32):</td>
<td>December 6 - January 5</td>
<td>September 21- October 20</td>
<td>December 6- January 5</td>
</tr>
<tr>
<td>D. Amended file available for review only (RF 3.32):</td>
<td>be completed within 5 working days of the beginning of spring semester (FS 91/92 #20)</td>
<td>October 21-31</td>
<td>January 6-31</td>
</tr>
<tr>
<td>E. Vote no later than... (RF 3.32-3.35):</td>
<td>January 26</td>
<td>November 10</td>
<td>February 6</td>
</tr>
<tr>
<td>F. Departmental recommendations and all supporting documents (as outlined in RF 3.36) shall be opened to inspection and comments for three weekdays prior to their submission to the dean but no later than... (RF 3.51):</td>
<td>January 31*</td>
<td>November 15*</td>
<td>February 13*</td>
</tr>
<tr>
<td>G. Departmental recommendation with all supporting documents (as outlined in 3.36 and 3.37) forwarded to the dean no later than... (RF 3.51):</td>
<td>February 1</td>
<td>November 16</td>
<td>February 14</td>
</tr>
<tr>
<td>H. Dean will forward recommendations to Vice Chancellor no later than... (RF 3.51):</td>
<td>February 8</td>
<td>November 23</td>
<td>February 21</td>
</tr>
<tr>
<td>I. Vice Chancellor will forward recommendation to Chancellor no later than... (RF 3.51):</td>
<td>February 15</td>
<td>November 30</td>
<td>February 28</td>
</tr>
<tr>
<td>J. Chancellor informs head of academic unit of decision no later than... (RF 3.51):</td>
<td>February 22</td>
<td>December 8</td>
<td>March 7</td>
</tr>
<tr>
<td>K. Chancellor notifies faculty member of decision no later than... (RF 3.52 and UWS 3.09):</td>
<td>March 1</td>
<td>December 15</td>
<td>March 14</td>
</tr>
</tbody>
</table>

*5 days allotted to allow for weekends during some years
February 14, 1995

Chancellor Gary A. Thibodeau
University of Wisconsin-River Falls
River Falls, Wisconsin 54022

Dear Chancellor Thibodeau:

At its meeting on Friday, February 10, 1995, the Board of Regents adopted the following resolution:

That, upon recommendation of the Chancellor of the University of Wisconsin-River Falls and the President of the University of Wisconsin System, revisions to section RP 6.31 of the UW-River Falls Faculty Personnel Policies and Procedures be approved.

Sincerely,

Judith A. Temby
Secretary

Resolution I.1.d.(3)

cc: Senior Vice President Ward

feb95rs.ltr

RECEIVED
FEB 16 1995
CHANCELLOR'S OFFICE
UW-RIVER FALLS
November 3, 1994

TO:          Gary A. Thibodeau, Chancellor
             University of Wisconsin-River Falls

FROM:        P. B. George, Chair
             UW-RF Faculty Senate

RE:          Faculty Senate motion for your information

Faculty Senate Motion 94-95/5 (Perkins/Testa)

Made at the September 28 meeting.

Motion that the Faculty Senate recommends banning the use of smokeless tobacco in all University buildings and facilities.

Amended at October 26 meeting to:

"The Faculty Senate recommends banning the use of smokeless tobacco in all University buildings."

Motion fails at October 26 meeting.
November 3, 1994

TO:    Gary A. Thibodeau, Chancellor
       University of Wisconsin-River Falls

FROM:  P. B. George, Chair
       UW-RF Faculty Senate

RE:    Faculty Senate motion for your information

Faculty Senate Motion 94-95/4 (Nolte/Walters)

Made at the September 28 meeting.
Passed at September 28 meeting.

Whereas: Dr. Richard Peery Johnston, a faculty member at the University of Wisconsin-River Falls since 1968, died Sunday, September 25, 1994, after a protracted illness, and

Whereas: Dr. Johnston performed innumerable services for the University in spite of his illness which necessitated medical leave for the last nineteen years, and

Whereas: Dr. Johnston gave freely of his time and talent, going way beyond any job description, in acting as the advisor to the Alpha Gamma Rho Fraternity, and

Whereas: Dr. Johnston was friend to many of us,

Therefore, be it resolved that:
the Faculty Senate honor his memory by entering this resolution into the minutes and that the secretary be instructed to send a letter to the family, extending our condolences, and informing them of our appreciation for his service to the University, and our pleasure in having counted him as a colleague.
November 3, 1994

TO: Gary A. Thibodeau, Chancellor
    University of Wisconsin-River Falls

FROM: P. B. George, Chair
      UW-RF Faculty Senate

RE: Faculty Senate motion for your information

Faculty Senate Motion 94-95/3 (Carstens/Rusterholz)

Made at the September 28 meeting.
Passed at the September 28 meeting.

A motion to correct the membership of the Audit and Review committee to Jim Pratt (1), Lisa Isenberg (1), Phil George (2) and Barb Nielsen (3) and to change the chair of the Computer Guidance Committee from Mike Kahlow to Brad Caskey.

Approved

Gary A. Thibodeau, Chancellor
University of Wisconsin-River Falls