FACULTY SENATE MOTIONS 1997 / 98

97-98/1 To accept restructuring of IT committee

97-98/2 To strike the word “smooth” from the first sentence in the “Service” category of the Sabbatical Leave Proposal Evaluation Form used during 1996/97. To approve, as amended, the Sabbatical Leave Proposal Evaluation Form used by the Sabbatical Committee during 1996/97.

97-98/3 Revision to sections II.A.3.c & d of the UW-River Falls Strategic Plan for Information Technology.

97-98/4 Proposal from Academic Program Broad Area Business major with options in Finance, Marketing, and Management.

97-98/5 Restructure Honors Program

97-98/6 Final grades recorded are due in the Registrar’s Office on or before the fourth working day following the last scheduled examination.

97-98/7 Honors Program administered by the Faculty Senate Honors Committee.


97-98/10 Section 4.32 of the Faculty Handbook. (BOR approval letter)

97-98/11 Selection Process for Department Chairs. (BOR approval needed)

97-98/12 Academic Programs and Policy Committee recommends approval of Health and Human Performance Option III-Health Education.

97/98/13 Academic Programs and Policy Committee recommends approval of the General Education Time line.

97-98/14 Approval of the implementation plan for Reach for the Future Goal V, Objective A, Action 2 as amended.

97/98/15 Faculty Salary Committee recommendation that the 1998\99 pay plan be allocated two-thirds for solid performance and one-third for merit.

97/98/16 Executive Committee planning process flow chart.

97-98/17 To approve proposal from the Faculty Welfare Committee to revise RF 2.12 concerning the establishment of a search and screen committee.
97-98/18  To accept the recommendation from the Calender Committee that the calender for the J-term session during the 1998-99 academic year will be as follows: December 28, 29, 30; January 4-10, January 11-17

97/98/19  Proposal from Faculty Salary Committee concerning department chair compensation.

97-98/20  The term of service for faculty and staff appointed to the Calendar Committee shall be three years

97-98/21  Administrative policies and procedures will determine summer compensation for instruction.

97-98/24  To accept the Four-Year Graduation Agreement as proposed by the Executive Committee and amended by the Senate.

97-98/25  To accept the proposal from the Academic Programs and Policy Committee to create a Musical Theater minor.

97-98/26  Students seeking a change in major will be assigned an advisor by the chair of the new department prior to the acceptance of the change by the Registrar.

97-98/27  What is expected of students and what they should expect from their advisor.
May 20, 1998

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

FROM:     Don H. Leake, Chair  
            Faculty Senate  
            University of Wisconsin-River Falls

RE:       UW-RF Faculty Senate Motion 97-98/27

At the May 13, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/27 was made. This motion is forwarded for your action.

(Mulvey, Swanson)

The attached document should be handed out by advisors to their advisees when this relationship is established. The document informs students what is expected of them and what they can expect from their advisor.

The Motion 97-98/27 passed on May 13, 1998.

Approved

Disapproved

G. A. Thibodeau, Chancellor

Date: 6/4/98
Responsibilities of Advisors in the Advising Process

The advisor’s responsibility is to:

1. Meet with new advisees in order to become familiar with their educational and career objectives.

2. Meet with advisees at least once each semester to develop a plan of studies, help interpret catalog statements regarding requirements, schedule courses, and evaluate progress toward meeting academic and career goals.

3. Read advisees’ grade reports, and keep files with all pertinent information sent by the Registrar (uniform standards of confidentiality and security regarding files must be maintained).

4. Direct advisees experiencing academic difficulties to appropriate sources of assistance.

5. Encourage advisees to obtain information about extracurricular on-campus activities, organizations, internships, scholarships, as well as career opportunities and graduate programs.

Responsibilities of Students in Advising Process

The student’s responsibility is to:

1. Become familiar with general education, graduation, and program requirements and monitor progress toward fulfillment of these requirements.

2. Schedule an appointment with your advisor in advance of your registration date and come prepared for this meeting with a course schedule and a draft of next semester’s class schedule.

3. Schedule an additional appointment with your advisor when in academic difficulty, before declaring a major or before withdrawing from the University.

4. Seek your advisor’s assistance with academic decisions rather than expecting advisors to make those decisions. Accept responsibility for the decisions you make.

5. Seek information about on-campus opportunities appropriate to your major (clubs, teams, organizations), as well as internships, scholarships, career opportunities, and graduate programs.
May 20, 1998

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

FROM: Don H. Leake, Chair  
      Faculty Senate  
      University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/26

At the May 13, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/26 was made. This motion is forwarded for your action.

(Soares, Furniss)

Students seeking a change in major will be assigned advisors by the chair of the new department (or a designee) prior to the acceptance of the change of major by the Registrar.

The Motion 97-98/26 passed on May 13, 1998.

\(\checkmark\) Approved

\(\color{red}\) Disapproved

G. A. Thibodeau, Chancellor

Date
May 8, 1998

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

FROM:  Don H. Leake, Chair
       Faculty Senate
       University of Wisconsin-River Falls

RE:  UW-RF Faculty Senate Motion 97-98/25

At the May 6, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/25 was made. This motion is forwarded for your action.

(Borup, Swanson)

To accept the proposal from the Academic Programs and Policy Committee to create a Musical Theater minor. (See attached requirements)

The Motion 97-98/25 passed on May 6, 1998.

Approved

Disapproved

G. A. Thibodeau, Chancellor

Date
PROPOSED MUSIC/THEATRE MINOR

Required Courses:
Music 130 - Music theory and Ear Training - (4)
Music 131 - Music Theory and Ear Training - (4)
Music 142 - Class Voice (1)
*Music XXX - Singing for the Actor - (1)
SCTA 121 - Acting I - (3)
*SCTA XXX - Musical/Theatre Performance (3)
SCTA 375 - Theatre Practicum: Production (2)

Directed Electives:
Select at least two credits from the following
DE 150 - Dance Improvisation (1)
DE 107 - Social Dance (.5 credits)
DE 110 - Basic Jazz Dance (.5 credits)
DE 120 - Fundamentals of Movement Through Dance (1 credit)
DE 224 - Ballet 1 (1 credit)

Electives:
Select from the following:
DE 107 - Social Dance (.5 credits)
DE 110 - Basic Jazz Dance (.5 credits)
DE 120 - Fundamentals of Movement Through Dance (1 credit)
DE 224 - Ballet 1 (1 credit)
DE 260 - Dance Production/Repertory (3 credits)
SCTA 131 - Design for the Theatre (3 credits)
**SCTA 231, 332 or 333 - Stage Technology /Scene Painting, Costuming, or Lighting
SCTA 221 - Acting II (3 credits)
SCTA 222 - Voice and Articulation (3 credits)
SCTA 288 - Career Development: Theatre Arts (1 credit)
SCTA 339 - American Theatre (3 credits)
SCTA 231 - Stage Tech. and Scene Painting (3 credits)
***Music 127 - Applied Voice (1 credit)
Music 230 - Music Theory and Ear Training (4 credits)
Music 340 - Opera Techniques - (3 credits)

TOTAL CREDITS REQUIRED FOR MINOR 24

*Has as a prerequisite Music 142 - Class Voice.
**A maximum of 3 credits from these courses may be applied to electives for the minor.
***A maximum of 2 credits from these courses may be applied to electives for the minor.

STUDENTS MAJORING IN MUSIC OR SPEECH (ANY EMPHASIS) MAY NOT DOUBLE COUNT ANY COURSES WHEN COMPLETING THE MUSIC/THEATRE MINOR. Speech Communication and Theatre Arts and Music Majors should consult with their advisor and substitute other electives (from list above) for those required in both their major and minor.
May 8, 1998

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

FROM: Don H. Leake, Chair  
    Faculty Senate  
    University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/24

At the May 6, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/24 was made. This motion is forwarded for your action.

(Reavill, Borup)

To accept the attached Four-Year Graduation Agreement as proposed by the Executive Committee and amended by the Senate

The Motion 97-98/24 passed on May 6, 1998.

☑ Approved

☐ Disapproved

G. A. Thibodeau, Chancellor  5/6/98  
Date
UNIVERSITY OF WISCONSIN-RIVER FALLS
FOUR-YEAR GRADUATION AGREEMENT

This is an agreement between the University of Wisconsin-River Falls and the student who signs below.

I.

The University of Wisconsin—River Falls promises that if the student satisfies all of the obligations described in this document, hereafter referred to as The Agreement the student will be able to complete an undergraduate degree within 48 months of his/her initial enrollment at this university. If completion of the degree within this period of time becomes impossible because required courses are unavailable, then this university will pay the tuition for those courses. However, these limitations must be accepted by the student:

1. The student must select a major that qualifies for The Agreement. Academic departments will determine if their majors qualify for The Agreement.

2. If a student adds or changes a major, minor, certificate, or concentration, or is in a study abroad program or an optional internship, the University of Wisconsin-River Falls’ obligations continue only if it is still possible for the student to complete the requirements of the revised program within the 48-month period designated in The Agreement.

II.

I, the student, understand that I must meet all of the conditions in this agreement in order to be eligible for The Agreement. I must

1. Be admitted to the University of Wisconsin-River Falls as an entering freshman and have the necessary preparation to begin course work at the appropriate level.

2. Take all applicable placement examinations and earn placement in college-level courses in these areas prior to the beginning of my first-semester classes.

3. Declare a major field of study upon enrollment.

4. Meet with my advisor within the first eight weeks of my first semester on campus to develop a tentative four-year graduation plan for my intended major, to obtain my advisor’s verification that the intended major is included in The Agreement program,
and that the intended course of study can be completed within 48 months given my course placements (e.g. mathematics, English, and foreign language).

5. If a minor is required, meet with my advisor within the first eight weeks of my second semester on campus to declare the minor and complete/amend the four-year graduation plan.

6. Meet with my assigned professional academic advisor(s) at least once each semester when registering for courses for the following term and follow the advice I receive with regard to the choice of courses and the order in which they shall be taken. I agree to notify, in writing, the chair of my major department and my advisor if a course specified in my plan of study is not available during the semester when I am scheduled to enroll in it. I will make such notification before the end of the early registration period for the semester in question, and I will accept enrollment in that class at an alternative time within the semester, in that class during a future semester and/or in an alternative course approved by the major department and/or my advisor should either propose an alternative.

7. Accept enrollment in any section (day or evening) of a required course.

8. Register at the time assigned to me.

9. I will successfully complete one-quarter of the necessary credits required for graduation in each twelve-month enrollment period following my initial registration at the University of Wisconsin-River Falls, maintain a grade point average of at least 2.0 overall, and meet the GPA requirements within my major.

10. Register for and successfully complete by the end of the junior year at least 75% of the credits and courses required for graduation. I understand that my repeating a course may invalidate The Agreement.

11. Accept primary responsibility for monitoring my own progress so that I can stay on track toward graduation in four years. Such responsibility includes seeking advice from faculty in my major whenever I or my advisor may think it necessary.

III.

During the period of the student’s enrollment, the University of Wisconsin-River Falls will

1. Make available the courses the student needs in order to earn the declared degree and major.

2. Provide appropriate alternative means of fulfilling graduation requirements if the university is responsible for preventing a student from taking any prescribed course.
3. Help the student develop a course plan each semester for the following term to be signed by both the advisor and the student.

4. Provide the student with appropriate on-going, timely academic advising. The advisor will continually monitor the student's contract and will request, if no other recourse can be agreed on, that the chair of the student's major department nullify The Agreement should the student fail to meet the terms of the agreement then in effect.

IV.

In the event that the University of Wisconsin-River Falls does not fulfill the obligations undertaken here and the student is unable to complete an undergraduate degree requirement in 48 months because of the unavailability of a course, the University of Wisconsin-River Falls must provide one of the following remedies, which shall be the only ones applicable to any and all breaches of The Agreement by the university:

1. Identify alternative means to satisfy the requirement. This responsibility will belong to the student's advisor and/or the chair of the student's major department.

2. Pay the tuition for any course which is used to satisfy such a requirement and which the student is unable to take before the 48-month period of The Agreement has elapsed. The student must complete the course within 12 months of the end of the 48-month period. The university will not be responsible for any costs other than that of tuition.

I agree to the terms of The Agreement and have planned my initial semester's schedule of courses with an academic advisor and understand that I may withdraw from this agreement at any time without penalty.

Student Name Printed __________________________ Student Signature __________________________ Date ____________

This student has declared a major field of study that qualifies for The Agreement and appears to meet the qualifications for participation in this program.

Academic Advisor __________________________ Department Chair __________________________ Date ____________

If a student requires more than 48 months to graduate due to failure to enroll during one or more semesters, this agreement will be nullified.
Motion 97-98/22 (Soares, Borup) was defeated at the March 25, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate.

To approve the attached proposal from the Faculty Welfare Committee concerning how student and peer evaluations to be considered in the promotion process.

Motion 97-98/23 (Johansson, Trechter) was defeated at the April 22, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate.

To accept the attached proposal, as amended, from the Academic Standards Committee for a four-year graduation agreement.

(Seefeldt, Potts)

Amended the proposal by striking item 6 in part II of the four-year guarantee proposal.
April 23, 1998

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

FROM: Don H. Leake, Chair
    Faculty Senate
    University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/21

At the April 22, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/21 was made. This motion is forwarded for your action.

(Swanson, Croonquist)

The following administrative policies and procedures will determine summer compensation for instruction.

Administrative Policies and Procedures

In order to achieve summer session revenue targets, the following policies and procedures should be followed:

1. Summer courses should be offered to meet the needs of students.

2. Classes with at least fifteen (15) undergraduate students or ten (10) graduate students will be offered. Faculty who teach classes meeting this criterion will be compensated at a proportional rate based on 2/9 (.22222) of their 9-month salary for a full-time appointment (8 credits, graduate or undergraduate) or $1,000/credit, whichever is higher. However, if the tuition generated by a class is less than the staff member's salary as computed above, then the salary will be negotiated with the Dean at an amount equal to at least 95% of the tuition.

3. Compensation will be based on enrollment after the first week of class.
4. Deans will have responsibility for allocating summer session dollars to meet the summer session student contact hour/revenue targets by offering classes during the summer or the academic year. Deans will be responsible for covering expenditures beyond the amount allocated to College.

5. Extension courses will not be offered in competition with regular GPR classes.

6. If a 12-month faculty or staff (other than the two Assistant Deans in the College of Education and Graduate Studies) is generating student contact hours in the summer, it is expected that the equivalent of $1,000/credit be charged to the college summer session account.

7. Academic Deans will be expected to meet the student contact hour/revenue targets specified above.

8. The summer session pay plan outlined above will remain in effect for three years (1998-2000).

The Motion 97-98/21 passed on April 22, 1998.

Approved

Disapproved

G. A. Thibodeau, Chancellor

Date 4/30/98
April 23, 1998

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

FROM:     Don H. Leake, Chair
           Faculty Senate
           University of Wisconsin-River Falls

RE:       UW-RF Faculty Senate Motion 97-98/20

At the April 22, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/20 was made. This motion is forwarded for your action.

(Seefeldt, George)

The term of service for faculty and staff appointed to the Calendar Committee shall be three years.

The Motion 97-98/20 passed on April 22, 1998.

☑ Approved

☐ Disapproved

G. A. Thibodeau, Chancellor

4/30/98 Date
April 9, 1998

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

FROM: Don H. Leake, Chair
      Faculty Senate
      University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/19

At the April 7, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/19 was made. This motion is forwarded for your action.

(Seefeldt, LeBreck)

To accept the proposal from the Faculty Salary Committee concerning department chair compensation.

1. Release time for department chairs during the academic year will be determined after consultation with the chair and dean but should follow these guidelines:

<table>
<thead>
<tr>
<th>Department Size</th>
<th>Release Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 5.99</td>
<td>Up to 25%</td>
</tr>
<tr>
<td>6 - 11.99</td>
<td>25 - 37.5%</td>
</tr>
<tr>
<td>12 or more</td>
<td>37.5 - 50%</td>
</tr>
</tbody>
</table>

2. In recognition of the additional workload, there will be payment to each chair on an annual basis of an additional sum that goes with the appointment and job description and does not become part of the individual's base salary. The compensation also includes a summer allotment to cover summer administrative assignments and ongoing responsibilities. The dean and chair will negotiate the summer
increment, should the chair not have summer responsibilities. The amount of compensation will follow the following guidelines:

<table>
<thead>
<tr>
<th>Department Size</th>
<th>Chair Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 5.99</td>
<td>$500 - $1500</td>
</tr>
<tr>
<td>6 - 11.99</td>
<td>$1500 - $2500</td>
</tr>
<tr>
<td>12 or more</td>
<td>$2500 or more</td>
</tr>
</tbody>
</table>

3. This policy shall be reviewed every three years.

The Motion 97-98/19 passed on April 7, 1998.

___ Approved

___ Disapproved

G. A. Thibodeau, Chancellor

Date
August 6, 1998

TO: Dr. Robert Baker
Chair, Faculty Senate

FR: Gary A. Thibodeau
Chancellor

RE: UW-RF Faculty Senate Motion 97-98/16; 97-98/19

This is a follow-up to our earlier conversation this summer concerning the above referenced Senate Motions.

**Faculty Senate Motion 97-98/16**

I respect and appreciate the time, analysis, and thoughtful discussion the Senate has devoted to this motion.

I am returning the motion without action because I believe it inappropriate to alter our five-year plan three years into the process. We currently have an approved plan and a process that was developed following input and participation by every shared governance constituency.

We are past the half way point in the implementation of our plan. As a part of that process, we have fully engaged each governance group, and involved more members of the University community in the decision making and implementation of policy than ever before. Further, we have accomplished significant and pervasively positive outcomes in a timely manner. I do not want to change our base plan or process when we are in year three of a five-year very successful implementation effort. However, I do want to respond in a positive way to the request for additional Faculty Senate involvement in Reach for the Future Steering Committee deliberations. With that end in mind, I would like to extend an invitation to the entire Faculty Senate Executive Committee membership to become full voting members of the Reach for the Future Steering Committee. I would welcome the contributions these additional Faculty Senate members would make to the Steering Committee deliberations.

No process is perfect and it may well be that the next comprehensive University plan and implementation process will be different from that currently in place and working. When the University community initiates its next strategic planning cycle, and that will begin with environmental scans in the next 18 months, I would welcome the opportunity to
work with the Faculty Senate in developing a plan and process, perhaps very different from what is currently in place, but viewed as appropriate at that point in time for the new initiative.

**Faculty Senate Motion 97-98/19**

I am returning this motion to the Faculty Senate asking for modification.

Department Chair leadership is a critically important administrative role in University operations and I want to work with the Faculty Senate to address equitable compensation for those individuals who are willing to assume these added responsibilities. However, I am concerned about increasing administrative costs and FTE at a time when considerable effort is being expended to shift budget and personnel resources from administration to instruction. This proposal takes us in the opposite direction and that fact needs to be a part of the discussion. The motion being advanced will increase FTE administration significantly and cost approximately $20,000 not considering the cost of release time.

In addition to increasing costs and University FTE committed to administration, I am troubled by the fact that the Senate Motion does not, in my opinion, adequately address equity work issues between departments. Department size is only one determinant of Chair administrative load. Some Chairs are burdened by complex and multi-source budgeting, extensive outreach responsibilities, advisory group interaction, facilities management issues, and other time consuming administrative responsibilities that Chairs in other areas do not handle. Some departments may want to consider some type of alternative administrative structure and compensation plan. I feel that these types of issues need to be specifically addressed before I can approve an increase in institutional administrative costs.

I am very open to modification of Department Chair release time and compensation policy, but I do not believe Faculty Senate Motion 97-98/19 adequately addresses the differences in complexity and scope of management challenge between departments. As I indicated to you earlier, I would welcome the opportunity to visit with the executive committee about these issues if you feel that would be helpful.

I look forward to working with you and the Faculty Senate in the year ahead.

cc: Dr. Milam  
Dr. Nylander
April 9, 1998

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

FROM: Don H. Leake, Chair  
        Faculty Senate  
        University of Wisconsin-River Falls  

RE: UW-RF Faculty Senate Motion 97-98/18

At the April 7, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/18 was made. This motion is forwarded for your action.

(Reavill, Cronquist)

To accept the recommendation from the Calendar Committee that the calendar for the J-term session during the 1998-99 academic year will be as follows:

December 28, 29, 30
January 4 -10  
January 11-17

The Motion 97-98/18 passed on April 7, 1998.

Approved

Disapproved

G. A. Thibodeau, Chancellor 4/22/98

Date
April 9, 1998

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

FROM: Don H. Leake, Chair  
Faculty Senate  
University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/17

At the April 7, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/17 was made. This motion is forwarded for your action.

(Soares, George)

To approve proposal from the Faculty Welfare Committee to revise RF 2.12 concerning the establishment of a search and screen committee.

Recruitment: RF 2.12

Prior to establishing a Search and Screen Committee, the department shall meet and determine the structure of the committee and the voting procedures to be followed. The decision of the department should be recorded in the minutes of the meeting. The department may elect one of the following:

a. Act as a committee of the whole, delegating the search and screen process to a duly appointed subcommittee. The sub-committee conducts the search and screen with all applicable sections of the Faculty Handbook and makes a recommendation to the voting members of the department, who then reconvene as a committee of the whole to vote to recommend the candidate for the position, or

b. Act as a committee of the whole, without establishing a sub-committee, and conduct the search and screen consistent with all applicable sections
of the Faculty Handbook. The committee consists of all eligible voting members of the department and any additional committee members as required by the Faculty Handbook, who vote to recommend the candidate for the position, or

c. Establish a Search and Screen Committee that conducts the recruitment on behalf of the department. The process shall include significant consultation with department faculty. Only the members of the Search and Screen committee (excluding advisory student members) shall vote to recommend the candidate for the position.

All voting members have a level of accountability in which they are expected to engage in an equitable and nondiscriminatory selection process. Only voting members and the student advisory member shall have access to the candidate’s files, which shall be held in strictest confidence consistent with University policy.

The head of the academic unit shall appoint at least one student from among the junior and senior majors and minors in the academic unit to advise the search and screen committee in a non-voting capacity.

The Motion 97-98/17 passed on April 7, 1998.

☑ Approved

☐ Disapproved

G. A. Thibodeau, Chancellor

Date: 4/7/98
April 23, 1998

TO: Administrative Council

FR: Margo Lessard

RE: UW-River Falls Senate Motion 97-98/17
    UW-River Falls Senate Motion 97-98/18

Attached are two motions approved by Chancellor Thibodeau. Please be advised that Motion 97-98/17 needs to be forwarded to the Board of Regents for final approval. We will let you know when the Board of Regents has approved this motion.

Thank you.

Attachments
Faculty Personnel Rules—Chapter 2

The University of Wisconsin-River Falls stands committed to the principle of equality of opportunity in employment and in education. In its most elementary form, adherence to the concept of equality of opportunity requires that we strive toward a condition in which considerations of age, race, creed, color, religion, disability, marital status, gender, national origin, ancestry, sexual orientation, political affiliation, veterans status, arrest or conviction record, or membership in the national guard or any other reserve component of the military forces of the United States or this State are irrelevant as determinants of the access an individual has to the opportunities for education, for employment, for achievement, and for personal fulfillment. Rather, the controlling factors in all such matters must be individual ability, interest and merit.

Our present and future course, which goes beyond non-discrimination (i.e., the elimination of all policies and practices that work to the disadvantage of individuals on the basis of age, race, creed, color, religion, disability, marital status, gender, national origin, ancestry, sexual orientation, political affiliation, veterans status, arrest or conviction record, or membership in the national guard or any other reserve component of the military forces of the United States or this State), is based on the concept of Affirmative Action. The principle of Affirmative Action requires the University to determine if it has met its responsibility to recruit, employ, promote, and reward these populations to a degree consistent with their availability and merit, and whether or not any failure to do so can be traced to specific discriminatory actions or policies. Where these classes are underrepresented, the University will recruit and employ them in accordance with their increasing availability. The premise of this commitment is that the corrosive effects of systematic exclusion, inattention, and overt discrimination cannot be remedied in appropriate ways and in a reasonable time by a posture of neutrality with respect to all individuals. Affirmative Action is necessary to avoid the perpetuation of the inequities that are our heritage from the past.

While the University is obliged to develop and sustain a program of Affirmative Action, our commitment to these matters transcends legal or contractual requirements. We undertake these actions and adopt these policies not because we are required to, but because it is right and proper to do so.

See UW-RF Hiring Handbook for further information and guidance.

Recruitment

RF 2.1

2.11

Once the decision has been made that a vacancy exists within an academic unit and clearance to fill the position has been received from University Administration, the head of the academic unit shall have the primary responsibility for recruitment for faculty appointments.

2.12

To fill the vacancy, the head shall appoint a search committee from the faculty of the academic unit. The head shall also appoint at least one student from among the junior and senior majors and minors in the academic unit to advise the search committee in a non-voting capacity.

2.13

The search committee will first prepare a policy statement to be used for recruiting candidates. The statement requires the approval of the dean, the Vice Chancellor, and the Chancellor. The statement must include, but shall not be limited to, the following:
(a) Job description

(b) Rank and salary range to be offered for the position

(c) Criteria to be used for reviewing the applications, which shall include (where applicable):

1. Professional preparation and experience

2. Recommendations

3. Effectiveness in teaching or potential as a teacher

4. Professional distinction in research, writing, or artistic production or performance

5. Ability and willingness to maintain working relations with colleagues as are essential to effective accomplishment of the mission of the academic unit concerned

6. Other criteria considered necessary for the effective accomplishment of the goals of the unit

(d) Interview procedures providing for participation by students, faculty and administration

(e) Equal opportunity statement or full statement (see Chancellor's Statement, Chapter 2 above)

(f) Closing date for receiving applications.

The Search and Screen Committee should make every effort to ensure that the vacancy listings reach as many eligible candidates as possible by:

(a) Advertising in a national, professional magazine or journal

(b) Participating in an employment clearing house at a national conference

(c) Mailing the vacancy listings to as many institutions and industries as possible

(d) Sending all position announcements along with a statement of procedures used to advertise the position to the River Falls Affirmative Action Officer prior to the interviewing of the candidates. The academic unit concerned shall maintain files of the candidates' applications and supporting materials. These records shall be open to voting members of the academic unit throughout the screening process. After the position is filled, these materials shall be filed with the office of the dean.

2.14 The academic unit concerned shall maintain files of the candidates' applications and supporting materials. These records shall be open to voting members of the academic unit throughout the screening process. After the position is filled, these materials shall be filed with the office of the dean.

2.15 The search committee shall screen applications and make recommendations to the head as to which applicants are best qualified for the position.

2.16 The Chancellor shall provide guidelines for reimbursement of travel expenses incurred by candidates who have been identified by the procedures in RF 2.15.
The Chancellor can approve alternate procedures if those contained herein cannot be followed because of factors such as faculty members being unavailable for participation.

The decision to offer an appointment to a candidate shall be made by the Chancellor, only upon the affirmative recommendation of the appropriate academic unit.

The academic unit to make the initial recommendation will be determined by the Chancellor.

Those who have received non-renewal notices or resigned for reasons other than retirement shall not vote on initial appointment questions. Otherwise, every faculty member, including the head, with two consecutive semesters of service in that academic unit shall be eligible to vote on the initial recommendation regarding an initial appointment.

The head of the academic unit, in consultation with the dean and Vice Chancellor, shall establish interview dates.

Before a vote is taken, the recommendation for initial appointment shall be discussed at a meeting of: (a) the faculty members eligible to vote thereon or (b) a departmental committee assigned authority to do so by faculty members eligible to vote thereon. In compliance with the open meeting law, written notice of the meeting shall be given well in advance of the meeting, together with a statement of the agenda. The meeting shall be conducted so as to afford reasonable opportunities to ask questions, offer additional information, and discuss the recommendation in question.

A motion to recommend a probationary appointment shall pass if a majority of those voting concur.

The head of the academic unit concerned shall submit the unit's initial recommendation, along with supporting materials, for the administrative review. The recommendation shall be accompanied by:

(a) A statement of the number of faculty members who favored and the number of faculty members who opposed the recommendation and a statement regarding whether or not the head agrees with the recommendation,

(b) An Affirmative Action report, and

(c) Other information required by the Chancellor.

The initial recommendation of the academic unit shall be submitted for administrative review in accordance with this section:

(a) The head of the academic unit shall submit the recommendation outlined in RF 2.34 to the dean. The dean shall make a decision, appending any comments, and forward the recommendation to the Vice Chancellor.

(b) The Vice Chancellor shall make a decision, appending any comments, and forward the recommendation to the Chancellor.
(c) The Chancellor has the responsibility and authority to make the final decision and shall inform the Vice Chancellor, dean, and head of the academic unit of the decision.

(d) In those cases where tenure is a consideration in the initial appointment, the Chancellor will recommend to the Board of Regents, through the President of the System, that tenure be granted as part of the initial appointment.

<table>
<thead>
<tr>
<th>Notification of Initial Appointment</th>
<th>FF 2.5</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.51</td>
<td></td>
</tr>
<tr>
<td>Each person to whom an appointment is offered must receive an appointment letter in which the Chancellor or other authorized official of the University of Wisconsin-River Falls details the terms and conditions of the appointment, including but not limited to: duration of the appointment, salary, starting date, ending date, general position responsibilities, probation, tenure status, and crediting for prior service. Accompanying this letter shall be an attachment detailing the University and System rules and procedures relating to faculty appointments. If the appointment is subject to the advance approval of the Board of Regents, a statement to this effect must be included in the letter.</td>
<td></td>
</tr>
</tbody>
</table>

| 2.52                               |        |
| Applicants who are not offered the appointment shall be notified by the head of the academic unit that their applications will receive no further consideration. |
Date: April 8, 1998

To: Gary A. Thibodeau, Chancellor

From: Don Leake, Faculty Senate Chair

Re: UW-RF Faculty Senate Motion 97-98/16

Attached you will find Faculty Senate motion 97-98/16 which presents yet another revised planning process flow chart. In this flow chart Faculty Senate has tried to address your concerns regarding the absence of the Academic Staff Council in the flow chart presented in motion 97-98/8.

The Steering Committee's position and function in the Senate's flow chart is the same as presented in motion 97-98/8. As opposed to the Steering Committee's version of the flow chart, I believe that the Senate flowchart is more in line with the tradition of "shared governance" at River Falls. What Senate is proposing is that an issue which truly involves the Faculty Senate should be addressed by the Senate and its committee structure at the earliest possible point in the planning process. The same process would apply to any other governance group. I do not see why this procedure is objectionable.

As I have pointed out in my previous memo supporting Motion 97-98/8, your signature on this motion will bring resolution to the planning process question which has been in a state of flux ever since Reach For The Future began. How refreshing it would be if we had a policy that everyone has endorsed. I encourage you to give this motion your careful consideration.
March 31, 1998

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

FROM:  Don H. Leake, Chair
       Faculty Senate
       University of Wisconsin-River Falls

RE:    UW-RF Faculty Senate Motion 97-98/16

At the March 25, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/16 was made. This motion is forwarded for your action.

(Borup/Croonquist)

To accept the Executive Committee planning process flow chart (as amended in the attached flow diagram).

The Motion 97-98/16 passed on March 25, 1998.

---

Approved

Disapproved

G. A. Thibodeau, Chancellor   Date
TO:  Dr. Robert Baker  
    Chair, Faculty Senate

FR:   Gary A. Thibodeau  
      Chancellor

RE:   UW-RF Faculty Senate Motion 97-98/16; 97-98/19

August 6, 1998

This is a follow-up to our earlier conversation this summer concerning the above
reference Senate Motions.

**Faculty Senate Motion 97-98/16**

I respect and appreciate the time, analysis, and thoughtful discussion the Senate has
devoted to this motion.

I am returning the motion without action because I believe it inappropriate to alter our
five-year plan three years into the process. We currently have an approved plan and a
process that was developed following input and participation by every shared governance
constituency.

We are past the half way point in the implementation of our plan. As a part of that
process, we have fully engaged each governance group, and involved more members of
the University community in the decision making and implementation of policy than ever
before. Further, we have accomplished significant and pervasively positive outcomes in a
timely manner. I do not want to change our base plan or process when we are in year
three of a five-year very successful implementation effort. However, I do want to
respond in a positive way to the request for additional Faculty Senate involvement in
Reach for the Future Steering Committee deliberations. With that end in mind, I would
like to extend an invitation to the entire Faculty Senate Executive Committee membership
to become full voting members of the Reach for the Future Steering Committee. I would
welcome the contributions these additional Faculty Senate members would make to the
Steering Committee deliberations.

No process is perfect and it may well be that the next comprehensive University plan and
implementation process will be different from that currently in place and working. When
the University community initiates its next strategic planning cycle, and that will begin
with environmental scans in the next 18 months, I would welcome the opportunity to
work with the Faculty Senate in developing a plan and process, perhaps very different from what is currently in place, but viewed as appropriate at that point in time for the new initiative.

**Faculty Senate Motion 97-98/19**

I am returning this motion to the Faculty Senate asking for modification.

Department Chair leadership is a critically important administrative role in University operations and I want to work with the Faculty Senate to address equitable compensation for those individuals who are willing to assume these added responsibilities. However, I am concerned about increasing administrative costs and FTE at a time when considerable effort is being expended to shift budget and personnel resources from administration to instruction. This proposal takes us in the opposite direction and that fact needs to be a part of the discussion. The motion being advanced will increase FTE administration significantly and cost approximately $20,000 not considering the cost of release time.

In addition to increasing costs and University FTE committed to administration, I am troubled by the fact that the Senate Motion does not, in my opinion, adequately address equity work issues between departments. Department size is only one determinant of Chair administrative load. Some Chairs are burdened by complex and multi-source budgeting, extensive outreach responsibilities, advisory group interaction, facilities management issues, and other time consuming administrative responsibilities that Chairs in other areas do not handle. Some departments may want to consider some type of alternative administrative structure and compensation plan. I feel that these types of issues need to be specifically addressed before I can approve an increase in institutional administrative costs.

I am very open to modification of Department Chair release time and compensation policy, but I do not believe Faculty Senate Motion 97-98/19 adequately addresses the differences in complexity and scope of management challenge between departments. As I indicated to you earlier, I would welcome the opportunity to visit with the executive committee about these issues if you feel that would be helpful.

I look forward to working with you and the Faculty Senate in the year ahead.

cc: Dr. Milam  
Dr. Nylander
March 13, 1998

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

FROM: Don H. Leake, Chair
       Faculty Senate
       University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/15

At the March 4, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/15 was made. This motion is forwarded for your action.

(Seefeldt, George)

To accept the Faculty Salary Committee recommendation that the 1998/99 pay plan be allocated two-thirds for solid performance and one-third for merit.

The Motion 97-98/15 passed on March 4, 1998.

X Approved

--- Disapproved

G. A. Thibodeau, Chancellor

Date 3/17/98
February 19, 1998

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

FROM: Don H. Leake, Chair
Faculty Senate
University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/14

At the February 18, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/14 was made and passed. This motion is forwarded for your action.

(Croonquist, Corcoran)

The Faculty Senate approves the implementation plan for Reach for the Future Goal V, Objective A, Action 2 as amended. This action was to “Establish or determine policies, procedures, and processes for all university professional experience activities.”

The motion amended Section IV, sentence 2 to read as follows (amended portions are underlined):

Issues such as awarding of academic credit, student registration for these services, role of faculty in working with student career development, program coordination between colleges/schools departments/programs all need to be determined and coordinated.

The motion amended Section V, part A of the implementation plan to read as follows (eliminated clauses are indicated with strike-throughs and additions are underlined):

The Committee has developed a form to be completed by each college/school department/program which identifies the necessary components of providing
professional experiences. (Form follows this explanation.) This form is intended as a model, and its use by any college/school department/program is optional. The decisions each college/school department/program makes regarding who will take responsibility for identified tasks and what procedures will be used, will need to take into account resources for making faculty time available for implementing professional opportunities for students. The college/school department/program will be expected to make every reasonable effort to utilize internal resources to provide faculty support for professional experience supervision. As the University has made substantial commitment to provide each student with the opportunity to complete at least one professional experience and this committee has identified the additional demands such experience requires, the committee strongly endorses the need to provide appropriate support for those colleges/schools departments/programs which choose to implement their own professional experience programs.

The Motion 97-98/14 passed on February 18, 1998.

☑ Approved
☐ Disapproved

[Signature]
G. A. Thibodeau, Chancellor

[Date] 3/7/98
REACH FOR THE FUTURE GOVERNANCE FORM

TO: Don Leake, Faculty Senate Chair
FROM: Reach for the Future Steering Committee
DATE: January 20, 1998
IMPLEMENTATION PLAN: Goal V., Objective A, Action 2

RECOMMENDATION:
See attached UW-RF Faculty Senate Motion 97-98/14

INITIALS: Don Leake

DATE: 3/17/98
I. GOAL V: The University will enhance career development and services to students.

II. OBJECTIVE(S) TO BE ACHIEVED: A. To implement professional experience opportunities for students in all academic programs by July 1998.

III. BRIEF DESCRIPTION OF PROGRAM AND ACTION(S) OR TASKS TO BE COMPLETED: 2. Establish or determine policies, procedures and processes for all university professional experience activities.

IV. RATIONALE(S) FOR THE CHANGE: Individual department in all three colleges will be providing professional experience opportunities to students. Issues such as awarding of academic credit, student registration for these services, role of faculty in working with student career development, program coordination between colleges and departments, etc. all need to be determined and coordinated. Students would benefit from having consistent and uniform policies and procedures for these professional development activities.

V. RESOURCES NEEDED (PROVIDE JUSTIFICATION):

A) STAFFING (FACULTY, ACADEMIC, CLASSIFIED):

The Committee has developed a form to be completed by each college/school department/program which identifies the necessary components of providing professional experiences. (Form follows this explanation.) The decisions each college/school department/program makes regarding who will take responsibility for identified tasks and what procedures will be used, will need to take into account resources for making faculty time available for implementing professional opportunities for students. The college/school department/program will be expected to make every reasonable effort to utilize internal resources to provide faculty support for professional experience supervision. As the University has made a substantial commitment to provide each student with the opportunity to complete at least one professional experience, and as this committee has identified the additional demands such an experience requires, the committee strongly endorses the need to provide appropriate support for those colleges/schools/departments/programs which choose to implement their own professional experience programs.
<table>
<thead>
<tr>
<th>Requirement</th>
<th>College/School/Department’s Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Shaded area includes components defined prior to student placements</strong></td>
<td></td>
</tr>
<tr>
<td>Program Structure Defined</td>
<td></td>
</tr>
<tr>
<td>a. Faculty/Staff Liaison Identified</td>
<td></td>
</tr>
<tr>
<td>b. Approval Level Identified</td>
<td></td>
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<tr>
<td>Program Structure Defined</td>
<td></td>
</tr>
<tr>
<td>Number of Credits Established</td>
<td></td>
</tr>
<tr>
<td>Number of Hours per Credit Established</td>
<td></td>
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<tr>
<td>Standards Defined</td>
<td></td>
</tr>
<tr>
<td>a. Course prerequisites</td>
<td></td>
</tr>
<tr>
<td>b. Grade point requirements</td>
<td></td>
</tr>
<tr>
<td>c. Other</td>
<td></td>
</tr>
<tr>
<td>Appeal Process Defined</td>
<td></td>
</tr>
<tr>
<td>Site Agreement Prepared</td>
<td></td>
</tr>
<tr>
<td>Forms Created</td>
<td></td>
</tr>
<tr>
<td>a. Application for experience</td>
<td></td>
</tr>
<tr>
<td>b. Learning Agreement</td>
<td></td>
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<tr>
<td>c. Agreement on responsibilities</td>
<td></td>
</tr>
<tr>
<td>d. Assignments</td>
<td></td>
</tr>
<tr>
<td>e. Evaluations</td>
<td></td>
</tr>
<tr>
<td>1) student</td>
<td></td>
</tr>
<tr>
<td>2) site</td>
<td></td>
</tr>
<tr>
<td>3) program **</td>
<td></td>
</tr>
</tbody>
</table>

*refers to place where student is doing the professional experience
**refers to the University school/department/program responsible for placing the student.
<table>
<thead>
<tr>
<th>UNIVERSITY OF WISCONSIN-RIVER FALLS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional Experience Program Components</td>
</tr>
</tbody>
</table>

**Placement Unit:**

<table>
<thead>
<tr>
<th>Application Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligibility Determined (Prerequisites Met)</td>
</tr>
<tr>
<td>Application Approved</td>
</tr>
</tbody>
</table>

**Orientation Provided**
- a. to placement program
- b. to site environment
- c. other (safety, harassment, etc)

**Potential Sites Made Available**

**Site Selected**

**Placement Approved**
- a. by site
- b. by faculty/staff liaison
- c. by other (e.g., Dept. Chair)

**Registration for Professional Experience**

**UW-RF Placement Agreement**
- a. signed at site
- b. returned to UW-RF, signed

**Learning Agreement**
- a. completed by site supervisor & student
- b. signed by faculty liaison

**Site Visit(s) [University personnel]**

**Student Evaluation**

**Grade**
- a. assigned
- b. reported

**Site Evaluated**
- a. by student
- b. by faculty liaison/coordinator

**Program Evaluated**
- a. by student
- b. by site supervisor

**Date Collection Completed (when required)**

**Closure**
The committee found it necessary to develop an agreed upon vocabulary for professional experiences on this campus.

Alternating Experience
Full term professional experience (at least 35 hours per week) alternated with full term school.

Cooperative Education
This professional experience will include two work placements at the same work site interrupted by at least one semester on campus.

Field Placement
A professional experience specifically designed to integrate work experience with course content. Field placements are off campus and unpaid.

Internship
A planned method of instruction for students registered in the internship course for their major or minor that integrates university course work with practical work experience in business, industry, government and/or the private-nonprofit sector. Such internships may be paid or unpaid, on or off campus.

Mandatory
Student is required to participate in the professional experience as a part of their academic program.

Optional
Participation in the professional experience is not required in order to complete the academic program.

Parallel Experience
Part-time professional experience and school on a concurrent basis.

Professional Experience
The generic term for a structured and supervised experience, within an approved agency/business, for which a student earns academic credit. Examples of such experiences could include internships, field placements, field work practicums, cooperative education and student teaching.

Professional Experience Coordinator
Faculty member within the college/school/department/program who is responsible for the professional experience program in that school/department/program.

Professional Experience Director
Person within the college/school who provides administrative oversight for the Professional Experience Programs within that college/school.

Professional Experience Faculty Liaison
Faculty member within the program/department who is responsible for overseeing and advising a student's professional experience.

Professional Experience Supervisor
Person in business/company, government, or non-profit agency who is responsible for providing student with his/her professional experience.

Portfolio
A collection of writings, sketches, poems, thoughts, reactions, exercises, and other materials that a student collects and arranges as a forum for their learning.
Program
The University school/department/program which is responsible for placing the student in a professional experience site.

Shadowing
Accompanying work site supervisor as observer

Site
The place where the student is actually doing the professional experience.

The committee further agreed upon the following policies related to professional experiences.

1. Each college will determine to what extent it will collaborate with other campus professional experience programs and Student Services. The Professional Experience Advisory Team (PEAT) will facilitate this collaboration for the purpose of enhancing programs, as well as reducing duplication and costs.

2. The maximum number of credits toward graduation that can be earned through professional experience(s) is 12, except for program requirements for professional licensure including, but not limited to early childhood certification.

3. Students must be officially registered for a Professional Experience course at the time they actually do their professional experience.

4. Colleges/Schools/Departments/Programs may determine the maximum number of credits that will be applied to their major requirement

5. The minimum prerequisites for applying for a professional experience include*:
   a. being in academic good standing (see Undergraduate Catalogue, Suspension and Probation Policy*)
   b. having earned 30 credits
   c. having earned 1 semester of grades at UW-RF
*The appeal process for these prerequisites is determined at the department/program level.

6. Colleges/Schools/Departments/Programs may increase and/or add to these prerequisites.

7. One credit earned requires a minimum of 45 hours identified as being in a placement or participating in professional experience course requirements.

8. The 200 level introductory professional work experience course, planned and monitored, may be available to students who have attained at least sophomore status. The design of the work experience recognizes that such students have had the introductory course(s) in the discipline s defined by individual departments. The intent of the professional experience is to help students evaluate their skills, interests, and goals and decide what further courses and work experience will such introductory experiences are minimal, i.e., from one to four, according to college/school/department/ program policy and hours fulfilled.

9. The 300/400 level advanced professional work experience course, planned and supervised, will be available to students who have at least attained junior status. The design of the work experience recognizes that such students have accumulated knowledge and skills in the discipline that make them ready to participate in higher level professional tasks. Designs for individual professional work experiences will correlate with individual student course backgrounds. The experience provides students with an opportunity to further explore career paths and develop networks for career enhancement. Credits associated with such advanced experiences may range from one to twelve, according to colleges/schools/departments/ programs policy and hours fulfilled.
C) FINANCIAL (ESTIMATE EXPECTED COST, REVENUE OR SAVINGS):

This depends on the recommendations of each college/school department/program as they define their professional experience programs.

D) FACILITIES (SPACE, EQUIPMENT, ETC.):

E) OTHER RESOURCE NEEDS FOR THE TRANSITION:

VI. ASSIGNMENT OF DUTIES, RESPONSIBILITIES, BUDGET(S) & REPORTING LINES:

Each of the three colleges will make an initial determination as to the level at which decision regarding duties, responsibilities and reporting lines will be made. The Goal V. Obj. A, Action 2 Committee has attempted to identify all of those components necessary for a quality professional experience for students. The Components of Student Professional Experience Form is intended to help college/school department/program develop or improve student professional experiences. It identifies as components each step necessary in developing and implementing such an experience.

VII. SCHEDULE FOR COMPLETION OF ACTIONS:

Once approved by the Steering Committee, the enclosed plan should be reviewed by the Faculty Senate and could then be forwarded to each college/school/department/program.

VIII. DETERMINE HOW TO MONITOR AND RECEIVE FEEDBACK (WHO, WHEN, MEASUREMENT TECHNIQUES):

As part of the curriculum, it is appropriate for professional experiences to be evaluated. Many department/programs already have evaluation forms they are using. The Professional Experience Advisory Team will have a form available that could serve as a model for either revising or developing a new evaluation form.

Each college/school/department/program will determine a process to evaluate the professional experience site, supervisor, faculty liaison and professional experience program.

IX. SPECIAL INSTRUCTIONS AND COMMENTS:

X. STAKEHOLDER TEAM:
Leader: Borup
Facilitator: Borup
Members: B. Jacobsen, Clark, Kennedy, Davis; J. George, Petzold, Karolides, Ferriss, Jen Halberg

Starting Date: 10-1-95
Implementation Plan Due to Steering Committee: 12-1-95 (permission was given to extend deadline)

REVISED BY PROFESSIONAL EXPERIENCE ADVISORY TEAM (PEAT):
January 23, 1998

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

FROM: Don H. Leake, Chair  
       Faculty Senate  
       University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/13

At the January 21, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/13 was made. This motion is forwarded for your action.

(George, Norman)

Academic Programs and Policy Committee recommends approval of the General Education review timeline:

“The AP&P Committee of the Faculty Senate will conduct a review of General Education every 10 years. The next review will begin in the 2002-2003 academic year. The review will consist of an assessment of the program’s effectiveness in meeting its goals, a review of the goals, and a review of the program content.”


Approved

Disapproved

G. A. Thibodeau, Chancellor

Date: 2/16/98
January 23, 1998

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

FROM:  Don H. Leake, Chair  
Faculty Senate  
University of Wisconsin-River Falls

RE:  UW-RF Faculty Senate Motion 97-98/12

At the January 21, 1998 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/12 was made. This motion is forwarded for your action.

(Borop, Swanson)

Academic Programs and Policy Committee recommends approval of Health and Human Performance Option III - Health Education

The Motion 97-98/12 passed on January 21, 1998.

☐ Approved

☐ Disapproved

[Signature]
G. A. Thibodeau, Chancellor

[Date] 2/6/98
Health & Human Performance
Option III - Health Education

The Department of Health & Human Performance is requesting to develop a new option in the H&HP Major. Option III-Health Education, would allow a student to become certified to teach Health Education at the secondary level. The rationale for developing the new option is four-fold. Firstly, the Minnesota Department of Instruction now requires that all individuals teaching Health Education have a major in Health Education. Secondly, there will be an addition of only two new classes to develop Option III from the present Health Education minor curriculum. The remainder of requirements are presently being taught. Thirdly, our Health minor has been very popular over the past ten years, averaging 75 students in the late 1980’s to an average of approximately 115 minors per year over the past four years. Fourthly, many of our Option I majors (Comprehensive P.E., K-12) obtain a minor in Health Education. With the availability of Option III, these individuals would be able to acquire a double certification in Physical Education and Health Education by taking approximately 10 additional credits. This double certification will enhance their marketability and allow them to apply for Health Education positions as well as Physical Education positions.

**Major Required Classes**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 300</td>
<td>Environmental Education</td>
<td>3</td>
</tr>
<tr>
<td>HE 262</td>
<td>Human Anatomy &amp; Physiology</td>
<td>3</td>
</tr>
<tr>
<td>HE 269</td>
<td>Consumerism in Health</td>
<td>3</td>
</tr>
<tr>
<td>HE 315</td>
<td>Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>HE 340/540</td>
<td>Wellness</td>
<td>3</td>
</tr>
<tr>
<td>HE 365/565#</td>
<td>Organization and Administration in Health Education</td>
<td>3</td>
</tr>
<tr>
<td>HE 460</td>
<td>Teaching Family Life and Sexuality Education</td>
<td>2</td>
</tr>
<tr>
<td>HE 477*</td>
<td>Community Health</td>
<td>2</td>
</tr>
<tr>
<td>HE 478**</td>
<td>Safety in the Home, School &amp; Worksite: Promotion &amp; Planning</td>
<td>3</td>
</tr>
<tr>
<td>SE 200</td>
<td>First Aid and Basic Life Support</td>
<td>3</td>
</tr>
<tr>
<td>SW 250</td>
<td>Use, Abuse and Addiction</td>
<td>3</td>
</tr>
<tr>
<td>TED 429**</td>
<td>Techniques in Teaching of Health Education</td>
<td>2</td>
</tr>
</tbody>
</table>

34 credits

**Professional Education Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psych 330</td>
<td>Exceptional Child</td>
<td>3</td>
</tr>
<tr>
<td>TED 115</td>
<td>Introduction to Middle/Secondary Education</td>
<td>1</td>
</tr>
<tr>
<td>TED 156</td>
<td>Instructional Materials and Equipment</td>
<td>1</td>
</tr>
<tr>
<td>TED 212</td>
<td>Education Psychology: Middle and Secondary Education</td>
<td>5</td>
</tr>
<tr>
<td>TED 420</td>
<td>School and Society</td>
<td>3</td>
</tr>
<tr>
<td>TED 422</td>
<td>Content Area Literacy in Middle and Secondary Schools</td>
<td>3</td>
</tr>
<tr>
<td>TED 423</td>
<td>Writing, Speaking and Listening in the Content Area</td>
<td>3</td>
</tr>
<tr>
<td>TED 474</td>
<td>Student Teaching-Secondary</td>
<td>12</td>
</tr>
</tbody>
</table>

31 credits

# This course is presently a 2-credit course. It would be increased to 3-credits to include community services and resources.
* New course
** This course is presently HE 360, Methods and Materials in Teaching Health Education. It would be changed to TED 429 to be consistent with other technique courses which are listed under TED.

To pick-up middle school certification, the following courses would be required:
- TED 414/614, Development of the Transescent
- TED 473, Student Teaching-Middle School (6-credits to replace 6-credits of TED 474))
- TED 474, Student Teaching-Secondary (6-credits rather than 12-credits)
- EDCOUN 310, Counseling Skills for Teachers (2-credits)
January 15, 1998

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

FROM: Don H. Leake, Chair
Faculty Senate
University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/11

At the December 10, 1997 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/11 was made. This motion is forwarded for your action.

(Seefeldt, Soares)

The section defining the Selection Process for Department Chairs, page 60 of the Faculty Handbook, should be changed to read:

"The Dean of the College concerned shall initiate the selection process for department chair by notifying the appropriate departments by November 1st. Departments must return their recommendation to the Dean by December 15th. New chairs must be notified by their appointment by February 1st."

The Motion 97-98/11 passed on December 10, 1997.

Approved

Disapproved

G. A. Thibodeau, Chancellor

Date
Chancellor Gary Thibodeau  
UW-River Falls  
116 North Hall  
410 S. Third Street  
River Falls, WI 54022  

Dear Chancellor Thibodeau:  

At its meeting on Friday, April 3rd, the Board of Regents adopted the following resolution:  

That, upon the recommendation of the UW-River Falls Chancellor and the President of the University of Wisconsin System, the revision to Chapter 6 of the UW-River Falls Faculty Personnel Rules be approved.  

Sincerely,  

[Signature]  
Judith A. Temby  
Secretary  

Resolution: I.1.j.  

cc: Senior Vice President David Ward  
Gary Alexander, Academic Planner  

apr98resitr
January 15, 1998

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

FROM:     Don H. Leake, Chair
          Faculty Senate
          University of Wisconsin-River Falls

RE:       UW-RF Faculty Senate Motion 97-98/10

At the December 10, 1997 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/10 was made. This motion is forwarded for your action.

( Soares, Perkins)

Section 4.32 of the Faculty Handbook, page 71c, should be changed to read:

"Should the Hearing, Grievance and Appeals Committee find that the decision was not based on impermissible factors, the denial shall stand."

The Motion 97-98/10 passed on December 10, 1997.

\[ \boxed {\text{Approved}} \]

\[ \boxed {\text{Disapproved}} \]

G. A. Thibodeau, Chancellor 1/3/98 Date
December 5, 1997

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

FROM: Don H. Leake, Chair
      Faculty Senate
      University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/9

At the December 3, 1997 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/9 was made. This motion is forwarded for your action.

(Harred, Leubke)

The Senate approved the Calendar Committee’s proposal for the calendar for the 1999-2000 academic year. The approved calendar is attached to this motion.

The Motion 97-98/9 passed on December 3, 1997.

☑ Approved

☐ Disapproved

[Signature]

G. A. Thibodeau, Chancellor

1/9/98

Date
CALENDAR FOR 1999-2000  
(recommended 12-3-97)

Fall, 1999
Advising/registration  
First day of class  
Labor Day recess  
Thanksgiving recess  
Last day of class  
Exams  
Graduation  

August 27, 30, 31; September 1 (4 days)  
Thursday, September 2  
Monday, September 6  
November 25-26  
Wednesday, December 15  
December 16-17 and December 20-22  
Saturday, December 18  

Fall notes  
Total class days: 72  
Number of class days for the week: Mon.=14, Tues.=15, Wed.=15, Thurs.=14, Fri.=14

Spring, 2000
Advising/registration  
Dr. Martin Luther King, Jr. Day  
First day of class  
Spring recess  
Recess  
Last day of class  
Exams  
Graduation  

January 11, 12, 13, 14 (4 days)  
Monday, January 17  
Tuesday, January 18  
March 27-31  
Friday, April 21  
Friday, May 12  
May 15-19  
Saturday, May 20  

Spring notes  
Good Friday is on April 21  
Total class days: 78  
Number of class days for the week: Mon.=15, Tues.=16, Wed.=16, Thurs.=16, Fri.=15

Calendar requirements:  
1. 150 class days  
2. 170 contact days  
3. 39 contract weeks for faculty  
4. 34 weeks for students
2000 JANUARY TERM

Classes meet December 28, 29, 30

New Year’s Recess December 31; January 1-2

Classes meet January 3, 4, 5, 6, 7, 8, 10, 11, 12, 13, 14, 15

January Term notes
Number of class days for the week: Mon.=2, Tues.=3, Wed.=3, Thurs.=3, Fri.=2, Sat.=2

2000 SUMMER CALENDAR

Session 1 begins Monday, May 22

Memorial Day Recess Monday, May 29

Additional day of class Saturday, June 3

Session 1 ends Friday, June 9

Session 2 begins Monday, June 12

Session 2 ends Friday, June 30

Recess July 1-4

Session 3 begins Wednesday, July 5

Additional day of class Saturday, July 8

Additional day of class Saturday, July 15

Session 3 ends Friday, July 21

Session 4 begins Monday, July 24

Session 4 ends Friday, August 11

Notes
Session 1 has 2 Mondays, 3 Tuesdays, 3 Wednesdays, 3 Thursdays, 3 Fridays, and 1 Saturday.
Session 2 has 3 Mondays, 3 Tuesdays, 3 Wednesdays, 3 Thursdays, and 3 Fridays.
Session 3 has 2 Mondays, 2 Tuesdays, 3 Wednesdays, 3 Thursdays, 3 Fridays, and 2 Saturdays.
Session 4 has 3 Mondays, 3 Tuesdays, 3 Wednesdays, 3 Thursdays, and 3 Fridays.

If the opening meeting for Fall 2000 is Monday, August 21, there will be 1 week with no classes, no registration, no orientation, etc.
November 14, 1997

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

FROM:     Don H. Leake, Chair
          Faculty Senate
          University of Wisconsin-River Falls

RE:       UW-RF Faculty Senate Motion 97-98/6

At the November 12, 1997 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/6 was made. This motion is forwarded for your action.

(Furniss, Perkins)

The class rosters with final grades recorded on them are due in the Registrar's Office on or before the fourth working day following the last scheduled examination.

The Motion 97-98/6 passed on November 12, 1997.

△ Approved

___ Disapproved

G. A. Thibodeau, Chancellor

11/26/97 Date
November 14, 1997

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

FROM: Don H. Leake, Chair
      Faculty Senate
      University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/7

At the November 12, 1997 meeting of the University of Wisconsin-River Falls
Faculty Senate, motion 97-98/7 was made. This motion is forwarded for your
action.

(Mulvey, Borup)

The Honors Program will be administered by the Faculty Senate Honors
Committee. This committee will be composed of four faculty (2 A&S, 1
Agriculture, 1 Education), three students appointed by Student Senate (it is
recommended that at least two student members be in the Honors Program
and one an Honors Club member), the Director of the Honors Program, the
Honors Club advisor (non-voting), the Provost or designee (non-voting), and
one academic dean (non-voting with a 2-year rotation). The Director of the
Honors Program will be the chair. The Honors Committee will set and
interpret policy for the program (within the parameters of the Honors
Program) and award credit for service learning, for honors projects, and for
honors events.

The Motion 97-98/7 passed on November 12, 1997.

△ Approved

___ Disapproved

G. A. Thibodeau, Chancellor   11/16/97 Date
October 30, 1997

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

FROM:  Don H. Leake, Chair  
       Faculty Senate  
       University of Wisconsin-River Falls

RE:  UW-RF Faculty Senate Motion 97-98/5

At the October 29, 1997 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/5 was made. This motion is forwarded for your action.

(Swanson, Croonquist)

To accept the attached proposal from the Honors Committee to restructure the Honors Program with exclusion of the proposed change to the committee’s structure. The excluded portion is the first paragraph at the top of page 2 and is entitled “Administrative Structure” in the committee’s proposal.

The Motion 97-98/5 passed on October 29, 1997.

✓ Approved

___ Disapproved

G. A. Thibodeau, Chancellor  
Date  11/28/97
UW-RF Honors Program Proposal

Today, the Honors Program at UW-River Falls is in disarray. The Director's responsibilities are borne by the Assistant to the Vice Chancellor for Faculty Development (a position with many other demanding responsibilities), the curriculum is dysfunctional, and only one or two students have graduated from the program in any recent year. Nonetheless, there is considerable interest in the program. Admissions counselors report that increasing numbers of students ask if we have an honors program. In each of the past two years, 120 incoming freshmen have expressed interest in enrolling in the program by completing and returning the Honors Program Registration Form. And for the past two years, nineteen freshmen have enrolled in the Freshmen Honors Seminar.

UW-River Falls needs a functioning Honors Program. Just as we provide remedial and developmental programs and courses for students who are underprepared, we should provide an Honors Program for students who are more capable and ambitious than the average. In recent years UW-RF has been enrolling more and more well-qualified students. They expect us to have an Honors Program; if we don't, many of these excellent students will go elsewhere.

The UW-RF Honors Program should allow exceptional students to go into topics in greater depth or breadth, to accelerate their learning, and to apply their talents in ways our regular curriculum does not allow. It is therefore primarily a curricular program, not an honorific. We currently recognize the academic achievements our students earn through magna, summa, and cum laude designations, dean's lists, and so on. The Honors Program, by contrast, is a program students engage in to stretch their abilities.

The primary beneficiary of the Honors Program will be participating students, whose capacities and interests will be expanded and whose credentials will be enhanced. They will thereby compete better for internships, for graduate and professional schools, for employment. Also, faculty who advise and teach Honors Program participants will benefit from the opportunity to work with capable and ambitious students in close-to ideal settings. UW-RF will benefit through increased recruitment and retention of high quality students.

Last year's Honors Program students proposed a new Honors Program for UW-RF. The Provost appointed an Honors Program Task Force to examine their proposal. After some revisions, the task force submitted the proposal to the Academic Policies and Procedures Committee. AP & P received the proposal with favor, but requested more detail on the administrative structure and procedures which will underlie the program. This document provides the Task Force's proposal with additional administrative detail.

Goal. Within five years, our goal is to have 200 students participating in the UW-RF Honors Program and to graduate at least 25 students from the program per year.
Administrative structure. The program will be administered by the Faculty Senate Honors Committee. We propose that the composition of this committee be altered to include four faculty (two A&S, one Agriculture, one Education), three students appointed by the Student Senate (at least two of these students must be Honors Program participants and at least one must be an Honors Club member), the Director of the Honors Program, the Honors Club adviser (non-voting), the Provost or designee (non-voting), and one academic dean (non-voting; two year rotating appointment). (The committee as it exists today includes four faculty, two students, the Provost or designee, and the advisor of the Honors Club.) The Director of the Honors Program will serve as chair. The Honors Committee will set and interpret policy for the program (within the parameters outlined by this document) and award credit for service learning, for honors projects, and for honors events.

The program will be administered by a faculty member with a reassigned time appointment as Director. Beginning in Fall, 1998, the Director’s appointment will be one quarter time. Beginning in Fall, 2000, it will increase to one half time. The Director will:

- Recruit students into the Honors Program through mailings, presentations to prospective students and parents, and appearances during freshmen registration.
- Acquaint faculty advisors with the requirements and benefits of the Honors Program.
- Review applications from students and accept students into the program according to the eligibility standards (detailed below).
- Teach as many sections of Honors Seminar I as are required to serve enrolling freshmen. (We anticipate that during 1998-99 we will offer two or three sections of 20 students each; the SCH’s these sections generate will offset somewhat the director’s quarter time appointment. By 2000, we will be offering at least six sections; once again, those SCH’s will partially offset the increase in the Director’s appointment to half time.)
- Teach one section of Honors Seminar II per year. (Once again, the SCH’s this course generates will partially offset the cost of the Director’s appointment.)
- Coordinate contracts for honors credits.
- Coordinate service learning opportunities and honors events (with significant assistance from student participants).
- In conjunction with the Registrar, ensure that participants are completing the requirements of the Honors Program.
- Administer the program’s budget.

Eligibility. In order to enroll in the Honors Program, freshmen must meet at least two of the following requirements:

- 3.5 high school GPA (on a 4.0 scale);
- 27 or higher score on ACT; and/or
- Upper 10% of high school graduating class.

Sophomores, juniors, and seniors must have a 3.3 GPA in order to enroll.
In order to participate in the Honors Program, students must maintain a 3.3 GPA and complete at least two Honors Program credits per year.

**Requirements for completing the UW-RF Honors Program:**
- At least 18 Honors Program credits, distributed as described below under ‘Credit Requirements’.
- No history of academic dishonesty.

**Credit requirements.**

*Seminar and colloquia* (1-5 credits)
- Honors Seminar I (1 credit). This course is required of all participants, preferably in the year of first enrollment. It will include an orientation to the Honors Program and other topics selected by the instructor.
- Honors Seminar II (1 credit). This course is not required; it may be repeated.
- Colloquia (1-2 credits). Colloquia are optional and repeatable. They will be offered in various subject areas and may be supplements to existing courses or sequences, e.g. Honors 166 and 167 might be offered by the Math Dept. as supplements to Math 166 and 167.

*Honors courses* (6-14 credits)
- Honors Program courses. The following Honors courses already exist:
  - English 115
  - Arts & Ideas 255
  - Arts & Ideas 256
- Honors sections of existing courses. These courses will be open to Honors Program students and others with permission of the instructor (space available). For example, we have identified these courses as possibilities for honors sections:
  - Art 100
  - Music 100
  - Economics 100
  - Political Science 114
  - Psychology 101
  - Environmental Science & Mgt 105
  - Sociology 100
  - Biology 100
  - Chemistry 111 (discussion groups and/or labs)
  - Physics 151/161 (discussion groups and/or labs)
  - Geology 101
  - TED 252
Contracted honors credits. Honors Program students enrolled in a non-honors course can contract with the instructor to earn honors credit(s) for different work (e.g., in greater depth). These credits will be recorded as honors credits.

Honors Program seminars, colloquia, and courses will meet General Education or Liberal Arts requirements wherever applicable.

**Honors thesis/project (1-6 credits).**
- Required of all participants during junior or senior year.
- Participants must submit a project proposal outlining their research hypotheses, methodologies, and expected outcomes, and suggesting appropriate faculty reviewers to the Honors Committee for approval before commencing their work.
- Each project will be evaluated by three faculty chosen by the student and approved by the governing board. Projects may be graded pass/fail, at the student’s request.
Projects undertaken for departmental senior seminars may be accepted as honors theses/projects, at the discretion of the department and the Honors Committee.

**Service learning component (1-6 credits).** Service learning, in this context, means unpaid volunteer work that will benefit the community and provide a significant learning experience. Service learning is based on the rationale that the learning occurs through reflection on the service.
- At least one credit of service learning is required; one credit equals 45 hours of service learning.
- Service learning hours must be documented as to the amount of time contributed and the learning component completed.
- Participants must submit a proposal for service learning project(s) to the Honors Committee for their approval prior to the service learning activity. These proposals will describe the service learning activity, outline its connections to the students’ coursework, and include the signature of the students’ proposed field supervisor.
- Service learning hours may be planned and carried out individually, through the Honors Club, or with another organization. Honors Program students are encouraged to arrange service learning activities through other organizations they belong to in order to stimulate participation by other university community members.

**Events (0-2 credits).** This requirement is meant to encourage Honors Program participants to engage in the intellectual and creative life of the UW-River Falls community and elsewhere. Approved events will include attendance or participation in professional meetings, lectures, concerts, plays, and art exhibits.
- Participants must submit an event proposal to the Director prior to the events, describing the events to be attended and drawing connections between them and the participants’ course of study.
- Five events (12 hours, minimum) equals one credit.
• Participants must provide a portfolio of short reaction papers to each event and appropriate evidence of attendance or participation in order to earn credit.

Benefits for students

• Opportunities for more advanced study than is offered in our current curriculum.
• Priority registration (within class ranking) for sophomores and above who are registering for an honors course.
• A diploma and transcript designating the student as an Honors Program graduate.
• A documented record of independent study (through the honors project) and service learning.
• Enhanced resume, increasing opportunities for graduate/professional school and/or employment.
• Enhanced opportunities for scholarships and fellowships.

Benefits for faculty

• Opportunities to work with exceptional students in small classes.
• Opportunities to teach topics in Honors courses, seminars, and colloquia which are difficult to fit into our current curriculum.
• Documented experience as part of the Honors Program for merit review.

Benefits for UW-RF

• Systematic program by which we can offer our increasing numbers of well-qualified students opportunities to study faster, deeper, or in greater depth than our current programs allow.
• Marketing and recruiting tool to attract even more well-qualified students.
• Retention tool to keep the well-qualified students who enroll by offering them more challenges than currently exist.
• Enriched learning environment for all students and faculty at UW-RF.
October 20, 1997

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

FROM: Don H. Leake, Chair
      Faculty Senate
      University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/4

At the October 15, 1997 meeting of the University of Wisconsin-River Falls Faculty Senate, motion 97-98/4 was made. This motion is forwarded for your action.

(Norman, Tabesh)

To approve proposal from Academic Program and Policy Committee to create a Broad Area Business major with options in Finance, Marketing and Management.

The Motion 97-98/4 passed on October 15, 1997.

☑ Approved

☐ Disapproved

G. A. Thibodeau, Chancellor

11/25/97
Broad Area Business major with options

Current status of this major is presented as option A. We propose to add two options, Finance and Marketing. All options have 42 credits in common.

Required Business Core Courses

<table>
<thead>
<tr>
<th>Lower Division</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>SCTA 116 or ENGL 266</td>
<td>Communication</td>
</tr>
<tr>
<td>ECON 201</td>
<td>Microeconomics</td>
</tr>
<tr>
<td>ECON 202</td>
<td>Macroeconomics</td>
</tr>
<tr>
<td>ECON 226 or MATH 226</td>
<td>Introductory Statistics</td>
</tr>
<tr>
<td>ACCT 231</td>
<td>Financial Accounting</td>
</tr>
<tr>
<td>ACCT 232</td>
<td>Managerial Accounting</td>
</tr>
<tr>
<td>BLAW 265</td>
<td>Business Law</td>
</tr>
<tr>
<td>MNGT 265</td>
<td>Computer in Business</td>
</tr>
<tr>
<td>ECON 205 or MATH 156</td>
<td>Quantitative Methods</td>
</tr>
<tr>
<td><strong>Upper Division</strong></td>
<td></td>
</tr>
<tr>
<td>FINC 345</td>
<td>Managerial Finance</td>
</tr>
<tr>
<td>MNGT 300</td>
<td>Management &amp; Org. Behav.</td>
</tr>
<tr>
<td>MKTG 310</td>
<td>Prin. Of Marketing</td>
</tr>
<tr>
<td>MNGT 326</td>
<td>Statistics II</td>
</tr>
<tr>
<td>MNGT 361</td>
<td>Operations Management</td>
</tr>
<tr>
<td>MNGT 485</td>
<td>Senior Seminar</td>
</tr>
</tbody>
</table>

Option A: Management 27 credits

1. Select 18 credits of electives from BLAW, FINC, MNGT, MKTG after discussing your specialization with your advisor. Specialization areas are:
   a. Operations Management
   b. Human Resource Management
   c. International Business

2. Select 9 credits of support electives from outside of BLAW, FINC, MNGT, MKTG to support your specialization. Consult with your advisor and select courses from the list of approved courses for each specialization.
### Option B: Finance

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>9 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FINC 347</td>
<td></td>
</tr>
<tr>
<td>FINC 348</td>
<td>3 credits</td>
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<tr>
<td>FINC 446</td>
<td>3 credits</td>
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<table>
<thead>
<tr>
<th>Directed Electives I</th>
<th>12 credits</th>
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<tbody>
<tr>
<td>ACCT 321, 322, 356</td>
<td></td>
</tr>
<tr>
<td>ECON 302, 305, 342</td>
<td></td>
</tr>
<tr>
<td>FINC 210, 314, 350, 379, 389, 448</td>
<td>(required minimum of 6 credits from FINC)</td>
</tr>
<tr>
<td>MNGT 318</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Directed Electives II</th>
<th>6 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blaw, Mngt, Mktg</td>
<td>any course</td>
</tr>
<tr>
<td>300 level and above</td>
<td></td>
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</table>

### Option C: Marketing

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>18 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MKTG 312</td>
<td>3 credits</td>
</tr>
<tr>
<td>MKTG 340</td>
<td>3 credits</td>
</tr>
<tr>
<td>MKTG 352</td>
<td>3 credits</td>
</tr>
<tr>
<td>MKTG 355</td>
<td>3 credits</td>
</tr>
<tr>
<td>MKTG 365</td>
<td>3 credits</td>
</tr>
<tr>
<td>MKTG 379</td>
<td>3 credits</td>
</tr>
<tr>
<td>MKTG 389</td>
<td>1 - 3 credits</td>
</tr>
<tr>
<td>MKTG 445</td>
<td>3 credits</td>
</tr>
<tr>
<td>MKTG 499</td>
<td>1 - 3 credits</td>
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</table>

<table>
<thead>
<tr>
<th>Support Electives</th>
<th>9 credits</th>
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<tbody>
<tr>
<td>Econ 316, 340, 342, 426</td>
<td></td>
</tr>
<tr>
<td>Geog 250</td>
<td></td>
</tr>
<tr>
<td>Mngt 310, 389(multi-media)</td>
<td></td>
</tr>
<tr>
<td>Phil 304</td>
<td></td>
</tr>
<tr>
<td>Pols 256, 260</td>
<td></td>
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<tr>
<td>Psych 236, 265, 305, 310, 320, 336, 365</td>
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<tr>
<td>Soct 330</td>
<td></td>
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<tr>
<td>SCTA 306, 311, 316</td>
<td></td>
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</table>
October 8, 1997

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

FROM: Don H. Leake, Chair
      Faculty Senate
      University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/3

At the October 1, 1997 meeting of the University of Wisconsin-River Falls Faculty, motion 97-98/3 was made. This motion is forwarded for your action.

Motion (Seefeldt, Borup)

To approve suggested revision to sections II.A.3.c & d of the UW-River Falls Strategic Plan for Informational Technology

Section II.A.3.c:
c) The Faculty Senate Instructional and Learning Technologies Committee (FSILTC), a standing committee of the UW-RF Faculty Senate, is comprised of faculty, academic staff, students, and administrators (nonvoting). It develops action and policy proposals regarding instructional and learning technologies for the consideration of the Faculty Senate. When approved by the Faculty Senate, policy recommendations are forwarded to the Chancellor for approval.

The duties of the committee are to 1) facilitate on-going campus discussions that examine technology issues in the context of teaching and learning, 2) identify and promote related faculty development opportunities, 3) review and recommend policies with respect to allocation, implementation, use, assessment and support of instructional and learning technologies, 4) evaluate the overall effectiveness of campus support and delivery of instructional and learning technologies, and 5) recommend priorities for the allocation of university instructional and learning technology resources.
Section II.A.3.d:
d) Each group listed above (a-c) advises the Technology Policy and Planning Committee. This committee, recently formed as a result of the RFTF effort, is charged with the chief responsibility for planning the development of and reviewing the implementation of IT policy for the University.

The remainder of Section II.A.3.d is unchanged

The Motion 97-98/3 passed on October 1, 1997.

Approved

Disapproved

G. A. Thibodeau, Chancellor

Date
November 7, 1997

To: Gary A. Thibodeau, Chancellor

From: Don Leake, Faculty Senate Chair

Re: October Senate Actions

Attached you will find three motions passed by Faculty Senate in the month of October. It is my hope that you will approve each one.

Motion FS97/98/3 is familiar. This is a revisiting of FS96/97/36, a motion that you did not approve last year. Changes to Section II.A.3.c of the Strategic Plan for Information Technology are in line with the description of the Faculty Senate Instructional and Learning Technologies Committee given in FS97/98/1, signed by you earlier this year. The change to Section II.A.3.d of the Strategic Plan for Information Technology replaces the sentence

"This committee, recently formed as a result of the RFTF effort, has the final responsibility for the development of IT policy for the University."

with

"This committee, recently formed as a result of the RFTF effort, is charged with the chief responsibility for planning the development of and reviewing the implementation of IT policy for the University."

This latter language does not restrict the TPP to an "implementation only" committee, a concern of yours. Nor does it imply that the ultimate responsibility for the development of IT policy is solely in the hands of the TPP, a concern of the Faculty Senate. The ILT and Faculty Senate need to be larger players in the development of information technology policy as it pertains to instructional and learning technologies. This is a responsibility of faculty governance that we can not shirk. Please give this motion your careful consideration.

Motion 97/98/4 is a much needed program array change that will provide additional flexibility to our business majors.

Motion 97/98/5 is a result of over a year's worth of hard work by many people. Although it may be in need of refinement at a later date, I believe that it is a very good start to enabling the Honor's Program to become a viable and attractive option for our most talented students.
November 26, 1997

TO: Chancellor/Provost
FROM: Virgil C. Nylander
Vice Chancellor
Administration and Finance

SUBJECT: Motion FS 97/87/3 - Section II.A.3.d

My approval is based on the understanding that there are several potential sources of IT policy development on campus, including the Faculty Senate. The Technology Planning and Policy Committee (TP&PC) does have as one of its primary responsibilities the development of IT policy for the University.

ac
May 6, 1997

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

FROM: Don H. Leake, Chair
Faculty Senate
University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 97-98/2

At the September 17, 1997 meeting of the University of Wisconsin-River Falls Faculty, motion 97-98/2 was made. This motion is forwarded for your action.

Motion (George, Swanson)

To strike the word "smooth" from the first sentence in the "Service" category of the Sabbatical Leave Proposal Evaluation Form used during 1996/97.

Motion (Borup, Luebke)

To approve, as amended, the Sabbatical Leave Proposal Evaluation Form used by the Sabbatical Committee during 1996/97

The Motion 97-98/2, as amended, passed on September 17, 1997.

Approved

Disapproved

G. A. Thibodeau, Chancellor

10/3/97
Sabbatical Leave Proposal Evaluation Form

Candidate’s Name (or assigned number)__________________________________________

Signed cover _____  Abstract _____  Vita _____

ACADEMIC CONTRIBUTIONS TO THE UNIVERSITY (65 points)

Academic contributions include those activities normally recognized in decisions of promotion and tenure: quality of teaching, scholarly activity, and service to the University and the wider community.

a.  **Quality of teaching.** Evidence may include, but is not limited to the following:
    * Student evaluations
    * Peer evaluations
    * Teaching awards
    * Curriculum development

b.  **Scholarly activity,** as defined by the applicant’s discipline. Evidence may include, but is not limited to the following:
    * Publications
    * Presentations
    * Exhibits
    * Grant writing

c.  **Service.** Activities that promote the functioning of the department, the college, and the university or help establish the reputation of UWRF within its constituency.

POINTS ______
(Total Side 1)
QUALITY OF THE SABBATICAL PROPOSAL (35 POINTS)

The quality of the proposal will be judged according to the following considerations:

a. Nature and objectives of the proposed sabbatical program which include a detailed account of proposed sabbatical activities.

b. Demonstrated relationship of the proposed sabbatical program to the applicant’s field of expertise, with appropriate references and documentation.

c. Anticipated contribution to enhancement of teaching and/or course and curriculum development, or the relationship of the proposal to the applicant’s research interests.

d. A realistic time line for the proposed activities.

POINTS ______
(Total Side 2)
September 9, 1997

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

FROM:  Don H. Leake, Chair  
Faculty Senate  
University of Wisconsin-River Falls

RE:  UW-RF Faculty Senate Motion 97-98/1

At the September 3, 1997 meeting of the University of Wisconsin-River Falls Faculty, motion 97-98/1 was made. This motion is forwarded for your action.

Motion (George/Nolte)

To strike the last sentence in Motion 96-97/35 concerning the structure and charge of the Instructional and Learning Technologies Committee.

Instructional and Learning Technologies Committee
Membership:

Voting:
- 8 faculty and staff (2 Ed., 2 Cafes, 3 A&S, 1 4th)  
  (appointed by Faculty Senate)
- 2 students (appointed by Student Senate)

Non-voting:
- Director of ITS or representative
- Vice Chancellor Administration or representative
- Vice Chancellor/Provost or representative
- 1 Library Representative (appointed by Director)

Terms of Office:
Faculty: Four years (one-fourth to be appointed each year)

Students: One year
e. To evaluate its own duties and membership as needed to reflect the rapid changes in instructional and learning technologies.

Procedure:
The Instructional and Learning Technologies Committee of the Faculty Senate will develop action and policy proposals regarding instructional and learning technologies. These proposals will go before the Faculty Senate for discussion and approval. When approved, the proposals will be forwarded to the Chancellor for approval.

Motion 97-98/1 passed on September 3, 1997.

☑ Approved

” Disapproved

G. A. Thibodeau, Chancellor

9/3/97 Date
July 30, 1997

TO: Dr. Don H. Leake  
Chair, Faculty Senate  
University of Wisconsin-River Falls

FROM: Gary A. Thibodeau  
Chancellor

SUBJECT: Senate Motions 96-97/35 and 96-97/36

REFERENCE: Office Visit Leake-Thibodeau 7/23/97

This is to formalize our conversation related to unsigned Senate motions as noted above.

1. 96-97/35
   If the last sentence in 96-97/35 is deleted I would approve the motion as amended. The language in question reads: “When approved, the proposals will be sent to the Technology Policy and Planning team for implementation.” I feel this language is inappropriately restrictive. The Technology Policy and Planning Committee may not be the appropriate committee for implementation.

2. 96-97/36
   I will approve this motion if:
   a. Page 4, section 3, paragraph C reflects the amended motion 96-97/35 as noted above.
   b. The proposed replacement sentence on page 4, section 3, paragraph D is rescinded and the original sentence is retained. I view this committee as a policy developing group and not an implementation vehicle.

If you have questions, please feel free to call.

GAT/sam
July 14, 1997

TO: Chancellor Thibodeau

FROM: Virgil C. Nylander
Vice Chancellor
Administration and Finance

SUBJECT: Senate Motions 96-97/35 and 96-97/36

1. 96-97/35

I recommend that this be approved with the stipulation that the last sentence be eliminated. If the Chancellor approves a proposal, it will be sent to the appropriate area for implementation; this may or may not be the Technology Policy & Planning Committee.

2. 96-97/36

There are two parts to this motion. The first part refers to the duties of the Senate IT Committee. As long as they accept the rationale in (1) above, I see no reason to reject this item.

The second part is truly problematic because the Senate is trying to dictate the role and responsibility of an administration appointed committee. They want this committee to be an implementation and not policy developing committee. The committee has policy development as one of its primary duties. This item needs to be rejected.

It would be nice to have the Senate endorse the University’s IT plan; however, I don’t believe this is a System requirement. We had very good faculty involvement in the development of this plan; and if need be, we can use this to counter any argument which uses governance as an issue.

ac/a
May 6, 1997

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

FROM: Don H. Leake, Chair  
Faculty Senate  
University of Wisconsin-River Falls

RE: UW-RF Faculty Senate Motion 96-97/35

At the April 30, 1997 meeting of the University of Wisconsin-River Falls Faculty, motion 96-97/35 was made. This motion is forwarded for your action.

Motion (Harred/Campbell)

To accept restructuring of IT Committee as listed.

**Instructional and Learning technologies Committee**

**Membership:**

**Voting:**
- 8 faculty and staff (2 Ed., 2 Cafes, 3 A&S, 1 4th) (appointed by Faculty Senate)
- 2 students (appointed by Student Senate)

**Non-voting:**
- Director of ITS or representative
- Vice Chancellor Administration or representative
- Vice Chancellor/Provost or representative
- 1 Library Representative (appointed by Director)

**Terms of Office:**

Faculty: Four years (one-fourth to be appointed each year)

Students: One year
Definition:

* Instructional Technologies describes computing and communication hardware/software resources and the corresponding infrastructure that can enhance delivery of instruction and curricular integration.

* Learning Technologies include computing and communication hardware/software resources that can enhance learning outcomes.

* Examples of these resources are: Permanent and mobile Technology Enhanced Classroom (TEC) resources, Electronic communication resources (such as World Wide Web, e-mail, etc.), General Access and other non-discipline specific computer labs/classrooms, Learning Technology Development Center (LTDC), Distance Education facilities and library use of instructional and learning technologies.

Purpose:

a. To ensure Faculty and Academic Staff representation in shared governance decisions regarding instructional and learning technologies.

b. To represent faculty and academic staff interests regarding technology issues on other policy making bodies such as Technology Policy & Planning team (TPP), Information Technology Coordinating Council (ITCC), student’s Special Technology Fee Committee (STFC) etc.

c. To act as a conduit through which the campus community is kept informed about current campus instructional and learning technology resources and related issues.

Duties:

a. To facilitate on-going campus discussions that examine technology issues in the context of teaching and learning. To identify and promote related faculty development opportunities.

b. To review and recommend policies with respect to allocation, implementation, use, assessment and support of instructional and learning technologies.

c. To evaluate the overall effectiveness of campus support and delivery of instructional and learning technologies.

d. To recommend priorities for the allocation of University Instructional and Learning Technology resources.

e. To evaluate its own duties and membership as needed to reflect the rapid changes in instructional and learning technologies.
Procedure:

The Instructional and Learning Technologies Committee of the Faculty Senate will develop action and policy proposals regarding instructional and learning technologies. These proposals will go before the Faculty Senate for discussion and approval. When approved, the proposals will be forwarded to the Chancellor for approval. When approved, the proposals will be sent to the Technology policy and Planning Team for implementation.

Motion 96-97/35 passed on April 30, 1997.

☐ Approved

☐ Disapproved

__________________________  _________________________
G. A. Thibodeau, Chancellor  Date