Minutes of the UWRF Faculty Senate for January 17, 2012, Volume 36, Number 12

<table>
<thead>
<tr>
<th>Representation</th>
<th>Term Expires 2012</th>
<th>Term Expires 2013</th>
<th>Term Expires 2014</th>
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<td>James Graham*</td>
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<td>Barbara Stinson</td>
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<td>Dawn Hukai</td>
<td>Wes Chapin</td>
<td>Dennis Cooper*</td>
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<td>Robyne Tiedeman</td>
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<td>Fernando Delgado</td>
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* Absent
( ) Substitute

Agenda, January 17, 2012

Call to Order, Seating of Substitutes, & Approval of Minutes

1. Call to order

   The meeting was called to order at 3:05 p.m., Willow River Room, UC

2. Seating of Substitutes
   John Heppen for Pat Berg
   Glenn Spiczak for Jim Madsen

   The seating of the substitutes passed by consent of the Faculty Senate.
3. Approval of the minutes from the December 14, 2011 meeting of the Faculty Senate

A motion to approve the minutes from the December 14, 2011 meeting of the Faculty Senate was made by Robyne Tiedeman; it was seconded by Jane Harred. The minutes were approved by consensus of the Faculty Senate.

Reports
Chair’s Report (Wes Chapin, CAS)
Wes expressed his gratitude for a great first-half of the year. As a point of information, a motion from the Faculty Welfare Committee pertaining to advising will appear on the agenda of the next Faculty Senate meeting. Also, several Faculty Senate committees still have vacancies needed to be filled. Please, get the word out. The ad hoc committee on Graduate Studies is in particular need of volunteers.

Other Reports
David Rainville (Chair, Faculty Welfare Committee) reported some faculty members have received non-retention letters. Receiving a non-retention does not mean a person will not necessarily be offered a teaching position next year.

Joseph Harbouk (Vice Chancellor for Administration and Finance) provided an update on the Cascade Avenue project. A Website has been created where information regarding the project can be found, including the impact of construction on the campus. Approximately 100 on-street parking spaces will be lost to this construction, with the Q lot serving as an alternative parking lot, though these people will need to pay to park in this lot.

Ashley Olson (Student Affairs) announced Dr. Valerie Purdie Vaughns will be on presenting on various issues related to stereotyped threat throughout the day on January 26, 2012. More information about this even can be obtained from Ashley as well as on Falcon Daily.

Vice Chair’s Report (Marshall Toman, CAS)
Marshall reported that there will be a vacancy on the International Programs Committee, as Margaret Phinney (CEPS) is retiring at the end of January. A one- semester replacement for her will be addressed under the Consent Agenda. On another note, the possibility of conducting Faculty Senate elections electronically in the future is being explored. Finally, as an FYI, our online calendars will no longer be automatically populated with our course schedules.

Consent Items
1. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to appoint Gay Ward (CEPS) as a one-semester replacement for Margaret Phinney (CEPS) on the ad hoc administrative Experience China committee.

This motion passed by consent of the Faculty Senate.
Unfinished Business
1. Motion from the International Programs (IP) Committee (Marshall Toman, Chair) to modify the membership of the IP Committee

Current membership (old):

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

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

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

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

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

The reexamination was done pursuant to the Executive Committee’s general charge to committees to review their membership and duties and make recommendations for any changes.

The deliberation of November 14, 2011 and the report in this memo conclude the IP Committee’s work on that charge.

Glenn Spiczak moved to approve this motion as presented; Ian Williams seconded the motion. The motion passed unanimously (17 of 17 voting members present at this point in the meeting).

2. Motion from the Faculty Senate (Wes Chapin, Chair) to create an ad hoc Committee on Graduate Studies

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

Whereas the “faculty of each institution shall have the right to determine their own faculty organizational structure and to select representatives to participate in institutional governance” (statute 36),

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

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

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

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

Whereas the aforementioned authority is vested in the Faculty Senate,

The Faculty Senate hereby moves to

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

David Rainville moved to approve this motion as presented; Coni Gehler seconded the motion. The motion passed unanimously (17 of 17 voting members present at this point in the meeting).

First Readings
No first readings appeared on today’s agenda.

New Business
1. Motion from the Executive Committee (Wes Chapin) serving as the Committee on Committees to approve Kurt Leichtle and David Rainville as UWRF faculty nominees to serve on UW System ad hoc committees during spring 2012.

Dawn Hukai moved to approve this motion as presented; Donald Stovall seconded the motion. The motion passed (17 yeas; 0 nays; 1 abstention amongst voting members present at this point in the meeting).

2. Motion from the Affirmative Action Advisory (AAA) Committee (Jennifer Borup, Chair) and the Diversity and Inclusivity Committee (Cyndi Kernahan, Chair) and the Disability Advisory Committee (Florence Monsour, Chair) co-sponsoring a recommendation that the following two statements be required in all course syllabi.

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

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

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

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

*Marshall Toman moved to approve this motion as presented; Ian Williams seconded the motion. Marshall Toman then made a motion to amend the motion as outlined in the paragraphs below; Coni Gehler seconded the motion to amend.*

*John Heppen moved to amend the amendment as indicated according to the “Track Changes” function below; Ian Williams seconded this amendment to the amendment. The amendment to the amendment passed (17 yeas; 0 nays; 1 abstention amongst voting members present at this point in the meeting).*

*Faculty Senate then returned to the amendment as amended. The amendment passed (16 yeas; 0 nays; 2 abstentions amongst voting members present at this point in the meeting).*

Motion to amend the motion from the Affirmative Action Advisory (AAA) Committee (Jennifer Borup, Chair), the Diversity and Inclusivity Committee (Cyndi Kernahan, Chair) and the Disability Advisory Committee (Florence Monsour, Chair) as follows in three ways: (1) to require that the following statement (below) be included on all course syllabi associated with campus, (2) to amend the Disability Services statement by the addition of the words “to the Disability Services Office”; and (3) to create an official UWRF course syllabus web page to be titled “University General Syllabus” and to be maintained as a website where like and future policy statements may be placed after Faculty Senate approval and updates may be made with their content sent to Faculty Senate as informational items.

(1) **Individual Syllabus Statement**

*The University of Wisconsin-River Falls welcomes students with disabilities and strives to maintain our campus as a place of work and study for faculty, staff, and students that is free of all forms of prohibited discrimination and harassment. For further helpful information about these and other topics, please, see the General Syllabus Page at [URL to be created].*
Nothing in this motion precludes a faculty member from also placing the longer official statements on individual syllabi as an addition to the above statement and URL.

(2) Amendment to General Syllabus Statement Concerning the Disability Procedure

Add the italicized language to the Disability Statement: "Decisions to allow adjustments and accommodations are made on the basis of clinical documentation the students provide to the Disability Services Office to sufficiently indicate the nature of their situation."

[REASONING (not part of the motion): Students may misconstrue the following sentence in the proposed language: "Decisions to allow adjustments and accommodations are made on the basis of clinical documentation the students provide to the Disability Services Office, issues continue to arise where students speak directly to the instructor. Inserting the seemingly repetitious language (in my italics to show the addition) "clinical documentation the students provide to the Disability Services Office" would clarify this procedure. In students' minds, the language could be read as a consultation with the Disability Services Office being optional ("should contact" is used, not "must contact," the latter phrasing actually reflecting the true situation) and documentation provided to the individual instructors would be sufficient. As we know, instructors are not qualified to make determinations of need and therefore and for other reasons do not wish to make such adjudicatory decisions regarding individual students. The process that has been followed where students present the documentation to a qualified central office for such matters, which then generates appropriate guidelines to the affected programs and instructors is not changed, I assume. The intent of the motion's language is just to be welcoming and helpful, something that everyone on the Executive Committee is, of course, in favor of.]

(3) Creation of a “University General Syllabus” Page as a Website.

Information that is inclusive, welcoming, and helpful, but most important in this regard general - such as the language that is proposed in the present motion involving disabilities and discrimination and harassment - shall be placed on a university Web page to be called the "University General Syllabus." All faculty and instructional academic staff are required to include on their individual course syllabi a brief statement in section 1 that is welcoming, inclusive, and helpful as an introduction to the URL for this Website; they must include the URL itself; and they are encouraged to bring up on screen the Web page itself in the presentation of the syllabus in the first week of classes. The Affirmative Action Advisory Committee, the Diversity and Inclusivity Committee, and the Disability Advisory Committee, as well as any other appropriate committee designated by the Faculty Senate Executive Committee will monitor needed and advisable changes to the statements housed on the University General Syllabus page. All recommendations for actual policy changes must pass through the Faculty Senate; changes in logistics (telephone numbers, office locations, etc.) must pass through Faculty Senate as informational items.
[REASONING (not part of the motion): The length of the two statements is appropriate, but nonetheless long. We don't anticipate, either, that these statements will be the definitive version of welcoming and helpful statements to provide to students. Creation of such a site to be referenced would enable updates such as office location/telephone number changes (which would not require faculty Senate approval but would require that the change be sent to faculty Senate as an informational item to be made by a single office or Faculty Senate Committee).]

The amended motion is to be placed in 8.2.2 of the UWRF Faculty and Academic Staff Handbook.

Barbara Stinson moved to postpone action on this item, requesting that it be returned to the Affirmative Action Committee to tweak the language based on discussion coming out of this meeting; Ian Williams seconded this motion. The motion to postpone action passed (17 yeas; 0 nays; 1 abstention amongst voting members present at this point in the meeting).

3. Motion from the Calendar Committee (Karl Peterson, Chair) to approve a summer session schedule for 2012 (Note: this material will be either forwarded to the Senate or delivered to the Senate as soon as the Calendar Committee has completed its final work, scheduled for Friday).

Marshall Toman moved to approve this motion as presented; Todd A. savage seconded the motion. The motion passed (14 yeas; 1 nay; 3 abstentions amongst voting members present at this point in the meeting).

4. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to amend something previously adopted (Senate motion 2011-2012/75) by adding the language in bold below.

Motion from the UWRF Faculty Senate that UWRF continue to utilize the existing university-run textbook rental system and to support fully the Textbook Services Office, including hiring a full-time Manager as soon as possible. The existing university-operated textbook rental system will continue to be used for at least five years, and a review of this practice will occur in year five of that five-year period. Also, the administration and Faculty Senate can jointly agree to a review prior to that time.

Robyne Tiedeman moved to approve this motion as presented; Donald Stovall seconded the motion. The motion passed (16 yeas; 0 nays; 2 abstentions amongst voting members present at this point in the meeting).

5. Motion from the Executive Committee (Wes Chapin, Chair) to approve provisionally the following seven initiatives for the strategic plan.

Note (not part of the motion): All of the proposed initiatives received through January 10, 2012 by the Strategic Plan Goals Task Force can be viewed in summary in the attached spreadsheet (file name “2012-2017 Round I Initiatives.PDF”). To review the complete document of each proposal, a website will be available to faculty...
senators after lunch on Friday, January 13, 2012. The URL is: http://www.uwrf.edu/StrategicPlan/ProposedInitiatives.cfm.

The initiatives below are listed in the order received:

1. Global Scholar Certificate. Entered onto the DAR of every UWRF student would be the requirements for the credential of a “Global Scholar Certificate.” Such requirements might include an education abroad course, language competency, course work in international issues and perspectives, and co-curricular activities. Every student would be given cause to wonder why the possibility was listed there and, perhaps, every advisor would need to address it.

2. While maintaining the number of students who engage in short-term education abroad, increase the proportion of students who engage in long-term (semester-length) education abroad.

3. Partner with the campus community, alumni, and friends to launch successfully the “Rising to Distinction” fundraising campaign. The campaign is expected to be publicly announced in 2012 and for two campus priorities: The Health and Human Performance building and Falcon Scholars. It is envisioned to be a five- or six-year campaign.


5. Develop a full-semester education abroad program in Central and South America called the UWRF International Traveling Classroom - Central America/South America (ITC-CA/SA).

6. This initiative proposes to reconstitute the master’s program in Sustainable Community Development as a university-wide, multidisciplinary program with contributions from faculty members in all colleges. This master’s program would directly involve departments and faculty across all colleges at UWRF. Sustainability is based on an understanding of the social, economic, and environmental dimensions of almost any issue and strives to develop answers to questions that can address these issues.

7. Increase URSCA by: Creating a central URSCA office (including faculty director and coordinator); promote URSCA across UWRF; continue and increase support to students, both during the academic year and summer sessions. Enhance support for faculty members, as described in the URSCA task force report, to encourage broader and deeper engagement in URSCA. Increase the infusion of URSCA in the curriculum.

Marshall Toman moved to approve this motion as presented; Fernando Delgado seconded the motion. The motion passed (9 yeas; 6 nays; 3 abstentions amongst voting members present at this point in the meeting).

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

David Rainville moved to adjourn the meeting; John Heppen seconded the motion. The motion passed unanimously (18 of 18 voting members present at this point of the meeting). This meeting of the Faculty Senate was adjourned at 4:50 p.m. by consensus of the Faculty Senate.