DRAFT – 5/2/2012

Minutes of the UWRF Faculty Senate for May 2, 2012, Volume 36, Number 19

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<td>James Graham</td>
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<td>4th Division</td>
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<td>At-Large</td>
<td>Dawn Hukai</td>
<td>Wes Chapin*</td>
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<td>Robyne Tiedeman</td>
<td>(John Heppen)</td>
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<td>Marshall Toman</td>
<td>Stephen Reed</td>
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<td>Chancellor’s Designee</td>
<td>Fernando Delgado</td>
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* Absent
() Substitute

Agenda, May 2, 2012

Call to Order, Seating of Substitutes, & Approval of Minutes
1. Call to order

The meeting was called to order at 3:31 p.m., Willow River Room, UC

2. Seating of Substitutes
   John Heppen for Wes Chapin

The seating of the substitute occurred by consensus of the Faculty Senate.
3. Approval of the minutes from the April 18, 2012 meeting of the Faculty Senate

A motion to approve the minutes from the April 18, 2012 meeting of the Faculty Senate was made by David Rainville; it was seconded by Brad Mogen. The motion passed by consensus of the Faculty Senate.

Reports
Chair’s Report (Marshall Toman, CAS)

Some Numbers
Professors: 209
  Instructor: 1; Assistant: 49; Associate: 42; Full: 116; Emeritus: 1.
Instructional Academic Staff: 165
  Associate Lecturer: 75; Lecturer: 69; Senior Lecturer: 18; Distinguished Lecturer: 3.

Pay Plan
The full $2,500 for 40 faculty will be included on the June 1, 2012 check. The next step is to work to identify the 40 for 2012-2013 in order that the salary adjustment may be implemented over the pay periods.

General Education Review
March 31, 2012-April 19, 2012   General Education Timeline

Action Steps
1. An outside evaluator is identified by the joint work of the General Education Committee and the Assessment Committee, assisted perhaps by the provost’s office, by October 30, 2012, and invited to campus for a visit in February 2013.
2. The Assessment Committee - working with David Trechter and Michael Miller in the Provost’s Office and in consultation with the General Education Committee - creates an appropriate survey instrument by October 30, 2013, for UWRF alumni and administers the survey in time to incorporate the results into the December 1, 2012 Report for the outside evaluator.
3. Joy Benson, prior to or concurrent with Step 2 immediately above, ponders any refinements to the process that could help the assessment achieve its goals (which NSSE items to examine, if that becomes a measurement, for example) and communicates any ideas to Dawn Hukai and Don Leake.
5. A program review report is approved by the General Education Committee no later than January 23, 2013. This report is forwarded simultaneously to the outside evaluator, APP, and to the Assessment Committee.
6. Within two weeks of receipt of the General Education Report, the Assessment Committee forwards comments to APP. (See the Handbook as to the duties of the Assessment Committee).
7. February: Visit and report by the outside evaluator.
8. General Education makes recommendations to the Faculty Senate concerning the structure of General Education if any are warranted as a result of the review (including both the General Education Committee’s findings and the outside evaluator’s report, as
well as any comments by the Assessment Committee and APP) by March 21, 2013. Note: the Handbook states that recommendations for change in the structure flow directly to the Senate from the General Education Committee. However, the Handbook is somewhat ambiguous on the matter. The duties of the Assessment Committee, for example, indicate that it is to conduct the General Education review and pass recommendations to APP. This part of the process has been agreed upon as needing to be modified in the context; but this part of the process has also been acknowledged/accommodated in #6. Finally, at the same time as the recommendations are forwarded by General Education to the Faculty Senate Executive Committee, copying APP is advised.

New Personnel System
Share your thoughts: University Personnel Systems (UPS) feedback invited
Human resources leaders worked with employees and experts from institutions throughout the University of Wisconsin System over the last several months to develop draft recommendations for two new, distinct University Personnel Systems (UPS). Now, the time has come to welcome feedback and direction from the thousands of employees who daily help make our Wisconsin system of higher education the highly-regarded, globally-respected system it is.

One new UPS system will serve UW-Madison. The other will serve the rest of the UW-System institutions, colleges and the UW-Extension. These new systems, scheduled to go into effect in July 2013, are the result of a first wave of new flexibilities the state legislature granted UW-System institutions in 2011.

The goals in this process are clear. According to UW-System, the two UPS policies will draw from “aspects of the unclassified and classified service that work best, creating in one system of university employment...” These new policies are being designed to help simplify titling structures, protect existing employee rights and establish a compensation structure that enables the UW-System to recruit and retain the best, most diverse and most qualified employees.

- With the input and guidance of several UW-River Falls colleagues, UW-System has now reached the point of sharing first drafts of these two new recommendations with all employees. We invite each and every one of our UW-River Falls employees to review the drafts at the UW-System UPS website: ACCESS THE UW SYSTEM UPS WEBSITE AND REVIEW THE RECOMMENDATIONS.

Be sure to particularly review the draft UPS recommendations - the UW-System-institution version from the link above - that directly applies to our UW-River Falls employees. Remember, it is only a first draft, and your feedback can help enhance the eventual, final policy.

A PowerPoint presentation will also be available on the UW-River Falls Human Resources website the week of April 23, 2012.

Next, take a few minutes to share your feedback regarding the recommendations on the fast, online survey UW-River Falls has designed to collect employees’ thoughts and opinions. http://uwrf.qualtrics.com/SE/?SID=SV_29QxfVlRt5zBD4U

The survey will close on May 24, 2012 with a final summary report being submitted to UW-System on May 31, 2012.
If you would prefer to hand-write your feedback you may do so, and send it to the UW-River Falls Office of Human Resources, 216 North Hall.

If you have specific questions on the UPS draft proposals or care to share feedback via e-mail, direct your messages to Donna Robole, director of human resources, at donna.robole@uwrf.edu.

Please, note there will be additional opportunities for campus-level input again in the fall. See, for example, Phase V, that will take place early in the fall semester: http://web.uwsa.edu/personnelsystems/timeline/phase-v/

Thank you for your time and your contributions to UW-River Falls, the UW-System, and the state of Wisconsin.

**Strategic Plan Initiatives**
The Chancellor indicated approximately $200,000 - some on-going, some one-time funding - has been set aside to accomplish or partially accomplish this year’s initiatives. All work on these initiatives is subject to faculty governance.

**Sustainability Working Group’s Climate Action Plan**
An 88-page document stands behind a forthcoming resolution regarding UWRF’s attempts to be further environmentally friendly. The document will be forwarded prior to an agenda that includes a Climate Action Resolution.

**Advisory Council on Alcohol, Tobacco, and Other Drugs (ATOD)**
1. This item is a report from the Faculty Senate Executive Committee (Marshall Toman, Chair) regarding the potential recognition and official establishment as an administrative committee the Chancellor’s Advisory Council on Alcohol, Tobacco, and Other Drugs with the following vision, mission, purpose, and membership, and nominate the identified faculty members to serve on the Committee for staggered terms.

2. Vision: To create a sustainable campus community where the harmful effects of alcohol, tobacco, and other drugs are minimized.

3. Mission: To serve as an advisory council to the Chancellor and the campus on alcohol, tobacco, and other drug issues affecting campus and the community.

4. Purpose: The Council will review, evaluate, and forward to the Chancellor recommendations on initiatives, efforts, and policies, and it will serve as an advocacy body for these issues.

5. Membership includes interested students (appointed by the Student Senate for two-year terms); four faculty, one from each college (appointed by Faculty Senate to three-year terms), and staff (recommended by the Academic Staff Council and approved by the Faculty Senate for three-year terms) as well as up to two community members (voting, identified by the Council and appointed by the Chancellor for their role in these issues); Director of Student Health and Counseling Services (ex officio, voting, and chair).

6. Todd Wilkinson (CAS, 2012-2015), Stacy Furness (CEPS, 2012-2015), Brian Schultz (CBE, 2012-2014), and Holly Dolliver (CAFES, 2012-2013) are recommended to fill the terms indicated.
Student Evaluations of Online Courses
With no approved, online instrument and the requirement that probationary faculty conduct evaluations for each course and tenured faculty periodically, do we need an interim policy?

Could a department or a college use its own survey instrument just as faculty members could use their own in any of their classes in addition to the one administered by the university? If the online instrument encompassed the UWRF one but asked whatever additional questions were desired for the online context and the administration of the survey was similar (toward the end of the term, guaranteeing anonymity, etc.), it seems that a unit would be in conformity with the basic policy absent any specific guidelines.

I think there is a contradiction in our current policy in that there is no approved, online instrument and yet the requirement that all probationary faculty members be evaluated. In this position, I would encourage but not insist the instrument used by CBE be in conformity with the requirements of the paper evaluations (all courses for probationary faculty members, discretionary at certain intervals or continuously for tenured professors).

Reports from the ILTC
The ILTC has submitted reports regarding the three items below:
1. Course offerings
2. Online courses
3. Technology in the classroom

Union on Campus (United Falcons)
This union has presented requests to the Chancellor. Because the union has no official status under current Wisconsin law, chancellors cannot negotiate with representatives. Some chancellors have refused to meet with union representatives. Chancellor Van Galen will meet with the representatives to discuss the current context. The current means of addressing UWRF faculty and staff requests is through the shared governance process. In the current context, the United Falcons’ requests could have been addressed to the Faculty Senate.

2012-2013 Faculty Senate
At the conclusion of business on May 2, 2012, the 2011-2012 Faculty Senate will adjourn. From there, the Acting Chair will convene the 2012-2013 Faculty Senate and conduct the elections for the new Faculty Senate Executive Committee.

Vice Chair’s Report (Marshall Toman, CAS)
Termination Committee
There was a 30-way tie for the top six positions. The 30 nominees were contacted; those willing to serve appear on the elections ballot for the Termination Committee.

Committee Vacancies
There was a need to update the possibilities twice.
(1) The ad hoc Experience China Committee (all members had a term that expired) was omitted (there is no set number of faculty beyond what is practical);
(2) The CAS position for the Technology Council, which expired in 2012, was omitted.

Both are now listed.
If anyone wishes to change choices as a result of this announcement (or for any other reason), that person can go back to the survey (unlike with elections) and make changes up to (at least) the printing of the report the new Faculty Senate Executive Committee will use to nominate faculty members to serve.

Other Reports
No other reports were presented at today’s meeting.

Consent Items
1. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to authorize the new graduate alumni survey for the Program Audit and Review process, effective for the 2012-2013 cycle.

2. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to accept the recent alumni survey data compiled for their national accreditations by the School Psychology and Communicative Disorders programs as a proxy for the graduate alumni survey used within Program Audit and Review during the 2012-2013 cycle.

3. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to accept the following definition for “academic programs” at UWRF:

   **Academic program**
   An organized group of college-level, credit-bearing courses, and their related experiences, designed to be used within the fulfillment of a degree or certificate.

   Examples include but are not limited to majors, minors, emphases, certificates, SAE, ITC, WIS, General Education, Liberal arts, and Foundation Courses in Agriculture.

4. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to approve the proposed program changes within Broad Area Business Administration-Finance option, Broad Area Business Administration-Management option, and Broad Area Business Administration-Marketing option.

   Faculty of the Departments of Accounting & Finance and Management & Marketing wish to change the names of the Broad Area Majors in Business Administration to names based on benchmarking a sample of AACSB-accredited business schools similar to our own.

   **Current Major Names**
   - Broad Area Business Administration-Finance Option (CBE BUSA.BS FINC)
   - Broad Area Business Administration-Management Option (CBE BUSA.BS MNGT)
   - Broad Area Business Administration – Marketing Option (CBE BUSA.BS MKTG)

   **Proposed and Approved by Depts. of Accounting & Finance and Management & Marketing**

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5. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to approve the proposed program change within the Broad Area Accounting major.

   **Current Major Name**
   Broad Area Accounting (CBE ACCT.BS)

   **Proposed and Approved by Depts. of Accounting & Finance**
   Business Administration-Accounting (CBE ACCT.BS)

6. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to approve the proposed program changes to Film Studies minor.

7. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to approve the proposed program changes in the Broad Field Social Sciences major.

8. Motion from the Academic Standards Committee (Terry Ferriss, Chair) to have transcripts list the degree as the first level, the major(s) listed on the next line including any options and/or emphasis and the minor(s) would be listed below the major. The degree date and the degree GPA (GPA at the time the degree is awarded) would also be recorded on the transcript.

   *It is recommended to place this policy in the UWRF Faculty and Academic Staff Handbook as 8.2.30.*

   *The policy would take affect for fall 2012 graduates.*

9. Motion from the Sustainability Working Group (Kelly Cain, Chair) to adopt the following definitions:

   **UWRF ‘Sustainability’ Definition**
   "UWRF defines sustainability as our local and global responsibility to meet the needs of present and future generations, as demonstrated by an integrated set of ecologic, social, and economic values, principles, and practices that frame how we think, choose, and act in personal, professional, and community life."

   **UWRF ‘Sustainability Research’ Definition**
   "Research, scholarly, and creative activity that examines, documents, and portrays the breadth and depth of basic and applied contexts of UWRF’s definition of Sustainability. [UWRF defines sustainability as our local and global responsibility to meet the needs of present and future generations, as demonstrated by an integrated set of ecologic, social, and economic values, principles, and practices that frame how we think, choose, and act in personal, professional, and community life.]"

10. Motion from the Faculty Senate Executive Committee (Marshall Toman, Chair) to approve the following charge to the International Programs Committee: In relation to the Year-Of…initiative of the current strategic plan *Pathway to Distinction*, to identify
countries, plan for events (to the appropriate pre-annual depth), and coordinate the current year’s events for three countries on a rolling horizon, with the first Year-of-… beginning in the 2013-2014 academic year.

11. Motion from the Faculty Senate Executive Committee (Marshall Toman, Chair) to approve the following charge to the Faculty Welfare and Personnel Policy Committee: In relation to the Leadership Institute initiative of the current strategic plan Pathway to Distinction, to develop and institute an ongoing leadership program to train and inform all UWRF personnel who are responsible for managing academic departments, units, and colleges of their responsibilities, duties, the responsibilities of those whom they supervise, and the personnel policies of UWRF and UWS. Particular emphasis is to be paid to departmental chair development for 2012-2013.

*The consent agenda passed by consensus of the members of the Faculty Senate.*

**Unfinished Business**

1. Committee Appointments
   - Technology Council (CEPS)
   - Audit and Review Committee (CEPS)

   *No action was taken on unfinished business at this meeting.*

**Old Business**

1. Motion from the Affirmative Action Advisory Committee (Jennifer Borup, Chair), Disability Committee (Florence Monsour, Chair), and the Diversity and Inclusivity Committee (Cyndi Kernahan, Chair) to place the following statements on a University Syllabus Page:

   a. *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 at 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](http://www.uwrf.edu/EquityDiversityInclusion/incident.cfm).

   b. *The University of Wisconsin-River Falls welcomes students with disabilities into its educational programs, activities, residential halls, and everything else it offers. Those who will need academic adjustments or accommodations for a disability should contact the Disability Services Office (basement of East Hathorn Hall; 715-425-3531). Decisions to allow adjustments and accommodations are made by the Disability Services Office on the basis of clinical documentation the students provide to sufficiently indicate the nature of their situation. Additional information is at:* [www.uwrf.edu/Housing/DisabilityServices.cfm](http://www.uwrf.edu/Housing/DisabilityServices.cfm).

   Todd A. Savage moved to accept this motion as proposed; Dawn Hukai seconded this movement.
Thomas Pedersen moved to amend item a above to have the words “the Assistant Director in;” Barbara Stinson seconded this motion. The amendment passed unanimously (21 of 21 voting members present at this point in the meeting).

Faculty Senate then returned to the original motion as amended above; the motion passed unanimously (21 of 21 voting members present at this point in the meeting).

2. Motion from the Academic Standards Committee (Terry Ferriss, Chair) to add 8.8.8.1 to the UWRF Faculty and Academic Staff Handbook regarding a drop and add policy for the summer and J-term sessions.

Ian Williams moved to accept this motion as proposed; Jim Madsen seconded this movement. The motion passed (17 yeas; 1 nay; 3 abstentions amongst voting members present at this point in the meeting).

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

New Business
1. The current instructor evaluation form in place at UWRF may be used by departments for online courses until an appropriate alternative is developed. Given the timeliness of the matter - that is, so that online course evaluations would be sanctioned by Faculty Senate for the spring 2012 term - the Faculty Senate Executive Committee acted on behalf of the Faculty Senate, and this policy is currently in effect. The Executive Committee seeks confirmation of this interim policy until the perfected online instrument and process are brought forward, presumably at the June 12, 2012 meeting of the Faculty Senate.

Hossein Najafi moved to confirm this interim policy as presented; Dawn Hukai seconded this movement. The policy was confirmed (14 yeas; 2 nays; 5 abstentions amongst voting members present at this point in the meeting).

2. Motion from the Faculty Senate Executive Committee (Marshall Toman, Chair) and based upon the recommendation of the Academic Programs and Policies Committee (Steve Kelm, Chair), to constitute an ad hoc committee called the PP-PAR Committee. This committee is charged with working through the details of PP-PAR using as the framework the combined Program Prioritization and Program Audit and Review (PP-PAR) tool as identified in the immediately preceding motion and reporting to Senate by December 1, 2012. The PP-PAR Committee shall sunset on February 15, 2013.

The committee shall be composed of the following members:

1. Controller or Budget Director
2. Director of Institutional Research
3. Chair of the Faculty Welfare Committee
4. Chair of the Assessment Committee
5. Chair or member of the URSCA Task Force
6. Chair of APP
7. CIO or Information Systems project lead
8. Representative from Student Affairs or Career Services
9. Director, Survey Research Center
10. Associate VC for Academic Affairs/Chair of the Program Audit & Review Committee
11. Chair of Faculty Senate or member of the Faculty Senate Executive Committee
12. Faculty Member At-Large

Jim Madsen moved to accept this motion as proposed; Ian Williams seconded this movement. The motion passed (12 yeas; 1 nay; 7 abstentions amongst voting members present at this point in the meeting).

3. Motion from Academic Standards (Terry Ferriss, Chair) that in order to provide consistency across the campus, the only variables to be printed on the diploma shall be the student's name, the approved UW-System degree title, and Latin honors for both undergraduate and graduate degrees. The names of majors will not be printed on the diploma.

It is recommended to include this policy in the UWRF Faculty and Academic Staff Handbook as 8.2.31.

This policy would take effect for fall 2012 graduates.

Kris Butler moved to accept this motion as proposed; Jim Madsen seconded this movement. The motion passed (16 yeas; 4 nays; 0 abstentions amongst voting members present at this point in the meeting).

Miscellaneous New Business
1. Marshall Toman recognized Kathleen Drecktrah, Todd A. Savage, and Dawn Hukai for their contributions to the Faculty Senate this year and in previous years.

Adjournment
Dennis Cooper moved to adjourn the meeting; Ian Williams seconded this movement. Adjournment of today’s meeting occurred by consensus of the Faculty Senate. The meeting was adjourned at 4:26 p.m.