Minutes of the UWRF Faculty Senate for September 22, 2010, Volume 35, Number 4

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<td>CAFES</td>
<td>Laine Vignona</td>
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<td>Michael Middleton</td>
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<td>CAS</td>
<td>Patricia Berg</td>
<td>David Rainville</td>
<td>James Madsen*</td>
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<td>John Heppen</td>
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<td>Brad Mogen</td>
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<td>Jennifer Willis-Rivera</td>
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<td>CEPS</td>
<td>Hilary Pollack</td>
<td>Todd A. Savage</td>
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<td>CBE</td>
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<td>Hossein Najafi*</td>
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<td>4th Division</td>
<td>Valerie Malzacher</td>
<td>Barbara Stinson*</td>
<td>Kristie Feist</td>
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<td>(Gretchen Link)</td>
<td>Ashley Olson</td>
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<td>At-Large</td>
<td>Dennis Cooper</td>
<td>Dawn Hukai</td>
<td>Wes Chapin</td>
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<td>Kathleen Hunzer*</td>
<td>Robyne Tiedeman</td>
<td>Stephen Reed</td>
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<td>(Steve Luebke)</td>
<td>Marshall Toman</td>
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<td>Chancellor’s Designee</td>
<td>Fernando Delgado</td>
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* Absent  
() Substitute  

Agenda, September 22, 2010

Call to Order: 3:30 p.m., Willow River Room, UC

1. Seating of Substitutes
   Gretchen Link for Barbara Stinson
   Steve Luebke for Kathleen Hunzer

A motion to approve the seating of substitutes was made by Dennis Cooper; it was seconded by Brad Mogen. The motion carried unanimously (16 of 16 present at this point in the meeting).
2. Approval of the minutes from the September 8, 2010 meeting of the Faculty Senate

The minutes of the September 8, 2010 Faculty Senate meeting were reviewed. A motion to approve the minutes was made by Kristie Feist; it was seconded by Valerie Malzacher. The motion carried (16 yays; 0 nays; 1 abstention of those present at this point in the meeting).

Reports:
Chair’s Report (Dr. James Madsen, CAS)
The Faculty Senate Executive Committee reviewed past motions and practices pertaining to the UWRF strategic plan (i.e., Living the Promise). The Faculty Senate played a central role in developing the strategic plan; it approved the final strategic plan; and it has approved subsequent changes in the strategic plan. Motion 2007-08/17 listed the strategic plan priorities for 2007-2008, placing “Investing in Human Resources” as the top priority and then listing several other areas as priorities (but not in an ordered list). We found no subsequent Faculty Senate motions for 2008-2009 or 2009-2010 establishing priorities for those years, or reaffirming that the priorities from 2007-2008 were still operative.

There were a number of motions that established the University Planning Group (UPG), its composition, the approval of its membership, and the roles and responsibilities of the group. Motion 2006-7/17, “Motion from University Planning Group to revise the task charters and operating paradigm,” authorizes the UPG to outline what the committee does. Motion 2006-7/112, which set two-year terms for appointments to the UPG, does not appear in the Faculty and Academic Staff Handbook. Motion 2008-9/87 acts on Motion 2006-7/17 and approves the following:

A motion from the Executive Committee to include the following in Chapter 2 of the Faculty and Academic Staff Handbook under section 2.6.8 University Planning Group:

2.6.8 University Planning Group (reformatted for Handbook; content changes IN SMALL CAPS)

2.6.8.1 Charge to the committee
- to review progress of the Strategic Plan
- to communicate progress
- to monitor progress
- to facilitate the Strategic Plan

2.6.8.2 Membership

2.6.8.2.1 Administration
- Provost and Vice Chancellor for Academic Affairs
- Associate Vice Chancellor for Student Affairs OR DESIGNEE
- Associate Vice Chancellor for Enrollment Services OR DESIGNEE
2.6.8.2.2 Faculty Senate Representatives, Academic Staff Representatives, Student Senate Representatives (Excluding the Chair of the University Planning Group, 50 per cent of membership of the UPG will be appointed by the Faculty Senate. [FS 06/07 #91]):

- Faculty Senate Appointees
- Academic Staff Council Appointee
- Student Senate President

2.6.8.3 Steering Committee: Functions

- to determine the agenda for the UPG
- to determine how and in what ways the UPG should focus its attention
- to determine how and in what ways to move the Strategic Plan forward

2.6.8.4 Steering Committee: Membership

- three members appointed by Faculty Senate
  - three members appointed by the Provost with recommendations from the administrative membership

Members serve a one-year term that can be extended without limit.

Based on the discussion at the last senate meeting, and after review by the Faculty Senate Executive Committee, the role of the UPG in implementing the strategic plan is still unclear. The Senate motion gives the UPG the authority in (2.6.8.3)

- to determine how and in what ways the UPG should focus its attention
- to determine how and in what ways to move the Strategic Plan forward

Providing feedback to the administration on tasks to focus on for the upcoming year would seem to be consistent with these functions.

The tasks that were put forward by the Chancellor had input from the UPG and the administrative cabinet, and they were reviewed by me, as Faculty Senate chair, prior to their release. The memo from the Chancellor makes clear this is not an exclusive list. Faculty Senate can submit tasks on which it would like to focus. The Executive Committee feels this process has been fair and not inconsistent with any past motions.

That said, greater clarity of the procedures, roles, and responsibilities of the UPG, Administration, and Faculty Senate are needed. The recommendation of the Faculty Senate Executive Committee is to work on the tasks the Chancellor has identified and to identify, based on input from Faculty Senators, any other initiatives that should be addressed this year. The Faculty Senate Executive Committee, in turn, will bring back for discussion and approval of the Faculty Senate a plan that outlines procedures, roles, and responsibilities of the UPG, Administration, and Faculty Senate with regard to the strategic planning process.
I also recently met briefly with Mr. Joseph Harbouk, Vice Chancellor for Administration and Finance. He wanted me to remind people to attend the session on the Master Plan on September 27, 2010. More details in this regard will follow.

The Faculty Senate Executive Committee approved the following committee charges (with initial target dates in parentheses) at the September 15, 2010 Faculty Senate Executive Committee meeting:

a. **Academic Standards Committee**
   1. Confer with Provost Delgado (or designee) and review the academic standards, suspension, probation, and satisfactory academic progress policies and recommend changes, as needed. (October 1, 2010)

b. **Recruitment, Admission, & Retention Committee**
   1. Confer with Provost Delgado (or designee), Mark Meydam (Enrollment Services), Blake Fry (Special Assistant to the Chancellor), and Kristen Hendrickson (Integrated Planning) and review and provide input on a first three-year admissions plan that identifies operational and tactical opportunities to recruit and matriculate preferred class composition and size. (October 1, 2010)
   2. Confer with Provost Delgado (or designee) and Sarah Egerstrom (First-Year Experience) to create a plan for a comprehensive and intrusive early-alert system focused on academic, behavioral, and financial issues. (December 1, 2010)

c. **Learning Resources Committee**
   1. Confer with Provost Delgado (or designee) and Nan Jordahl (Assistant to the Provost) to assess faculty needs and interests in several areas, including pedagogical techniques, integration of technology; and the ways in which a Center for Teaching and Learning could meet those needs. (December 18, 2010)

d. **Learning Resources Committee and Information & Instructional Technology Council**
   1. Review and provide feedback on a proposal for a Center for Teaching and Learning to be developed by Provost Delgado (or designee). (March 1, 2011)

e. **Curriculum Committee and Academic Programs & Policies Committee**
   1. Review and provide recommendations for Faculty Senate- and Chancellor-approval of a curricular model for integrating first-year experience learning community practices with distinctive inquiry and research to create a first-year academic experience. (May 1, 2011)
   2. Review the report of the ad hoc Strategic Enrollment Planning Group and provide recommendations for Faculty Senate- and Chancellor-approval for at least one undergraduate program and one graduate program that generates additional revenue. (May 1, 2011)

f. **International Programs Committee**
   1. Review report from Brent Greene (Director, Global Connections) and Provost Delgado on organizational changes and enhancements to advance international education and provide feedback. (October 1, 2010)
   2. Review and provide feedback on an International Advisory Board. (October 30, 2010)
   3. Review and provide feedback on a proposal for a second international study center. (November 1, 2010)
4. Work with Provost Delgado (or designee) to develop initiatives to increase the percentage of students engaged in long-term study abroad (May 15, 2011)

g. Diversity & Inclusivity Committee
   1. Work with Andriel Dees (Chief Diversity Officer) to produce a diversity and inclusivity statement for the university to be approved by Faculty Senate and the Chancellor. (October 1, 2010)
   2. Work with Andriel Dees (Chief Diversity Officer) to evaluate the data and recommendations from the Campus Climate Survey and identify two key action items. (November 1, 2010)
   3. Work with Andriel Dees (Chief Diversity Officer) to develop guidelines for each unit/division to address the action items. (February 1, 2011)

h. Faculty Compensation Committee
   1. Deliver a plan to fund and execute a new summer and J-Term salary schedule/model for approval by Faculty Senate and the Chancellor. (November 1, 2010)
   2. Deliver the model for distribution for the first $100,000 comprehension funds allocated in the 2010-2011 budget. (December 18, 2010)

i. External Relations Committee
   1. Work with Dan McGinty (University Advancement) to review and provide feedback on the draft of the campaign case statement. (October 10, 2010)
   2. Work with Dan McGinty (University Advancement) to review and provide feedback on the campaign feasibility study. (May 1, 2011)

Vice Chair’s Report (Dr. Dawn Hukai, CBE)
No Vice Chair’s report was presented at this meeting.

Other Reports
No other reports were presented at this meeting.

Unfinished Business:
No unfinished business was addressed at this meeting.

New Business:
Approve the following committee assignments

The UWRF Faculty Senate Executive Committee proposes the following appointments identified by committee:

a. Audit & Review Committee
   - Dr. Brenda Boetel (CAFES)
   - Dr. Charles Hurt (CBE)
   - Mr. Paul Shirilla (CEPS)

b. External Relations Committee
   - Dr. Mark Gillen (CEPS)

c. Faculty & Academic Staff Development Board
   - Dr. Mark Gillen (CEPS)
   - Dr. Bonnie Walters (CAFES)
d. General Education & University Requirements Committee
   - Dr. Tim Buttnes (CAFES)
   - Mr. Greg Bower (CEPS)

e. Executive Director of Advancement/President of the UWRF Foundation
   Search and Screen Committee
   - Dr. Juan Carlos Chaves (CAS)
   - Dr. Ozcan Kilac (CBE)
   - Dr. Gay Ward (CEPS)
   - Dr. David Zlesak (CAFES)

A motion to approve these committee appointments was made by John Heppen; it was seconded by Robyne Tiedeman. Discussion ensued, leading to the following motions:

A motion to separate out the recommended appointments for the Audit & Review Committee (section a above) for further discussion was made by David Rainville; it was seconded by John Heppen. The motion carried unanimously (20 of 20 present at this point in the meeting).

A motion to separate out the recommended appointments for the Executive Director of Advancement/President of the UWRF Foundation Search and Screen Committee (section e above) was made by John Heppen; it was seconded by Robyne Tiedeman. The motion carried unanimously (20 of 20 present at this point in the meeting).

Thus, in terms of the original motion with the above amendments, a vote was called to approve the committee appointments outlined in b, c, and d above. The motion carried unanimously (20 of 20 present at this point in the meeting).

A motion to postpone action on the approval of the recommended appointments to the Audit & Review Committee (section e above) until the next Faculty Senate meeting, when clarification could be provided as to the recommended member from CAFES, was made by David Rainville; it was seconded by John Heppen. The motion carried (16 yays; 3 nays; 1 abstention).

A motion to postpone approval of the faculty, academic staff, and the chair to the Search and Screen Committee for the position of the Executive Director of Advancement/President of the UWRF Foundation was made by Wes Chapin; it was seconded by Fernando Delgado. The motion carried unanimously (20 of 20 present at this point in the meeting).

Miscellaneous New Business:
1. There was a discussion about the procedures for identifying faculty members to serve on committees.
2. A senator inquired as to whether the Self-Funding, Uniform Campus Compensation Policy for Summer Session, Winter Session (J-Term), Fully online, Hybrid, Internship and Independent Study, Research and Reading Courses presented (but not acted upon) at the 4/21/10 and 5/5/10 Faculty Senate meetings would be revisited in the near future. Another senator present who serves on the Faculty Welfare & Compensation Committee indicated the intention is to bring this proposed policy to Faculty Senate for consideration sometime in October.

3. A discussion took place regarding the role of the University Planning Group (UPG) and faculty involvement in the university’s strategic plan (i.e., its development; its implementation; any changes made to it; etc.). The acting Chair revisited the following statement from the Chair’s Report:

“(G)reater clarity of the procedures, roles, and responsibilities of the UPG, Administration, and Faculty Senate are needed. The recommendation of the Faculty Senate Executive Committee is to work on the tasks the Chancellor has identified and to identify, based on input from Faculty Senators, any other initiatives that should be addressed this year. The Faculty Senate Executive Committee, in turn, will bring back for discussion and approval of the Faculty Senate a plan that outlines procedures, roles, and responsibilities of the UPG, Administration, and Faculty Senate with regard to the strategic planning process.”

No further discussion occurred in this regard.

4. A senator reported the version of the Faculty & Academic Staff Handbook available at the UWRF Website is the 19th edition from 2009; he wondered if updates have been made to the handbook in the interim and, if so, why a new edition has not been posted. The outcome of the ensuing discussion indicated the Faculty Senate meeting minutes from the 2009-2010 academic year have been reviewed and it was determined no additions, updates, or edits were in order. The senator who originally raised this issue, therefore, suggested the handbook be renumbered as the 21st edition and dated 2010. No opposition was raised in this regard. The Vice Chair will act accordingly.

Adjournment

A motion to adjourn was made by John Heppen; it was seconded by Dennis Cooper. The motion carried unanimously (20 of 20 present at this point in the meeting). The meeting was adjourned at 4:25 p.m.