Minutes of the UWRF Faculty Senate for March 4, 2009 Vol. 33 No. 12.

<table>
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<tr>
<th>Representation</th>
<th>Term Expires 2010</th>
<th>Term Expires 2011</th>
<th>Term Expires 2009</th>
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<tr>
<td><strong>CAFES</strong></td>
<td>Kris Hiney</td>
<td>Laine Vignona</td>
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<td></td>
<td>Wes Chapin</td>
<td>Patricia Berg</td>
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<td>Karl Peterson</td>
<td>Jennifer Willis-Rivera** (Kaylee Spencer)</td>
<td>Peter Johansson** (Robyne Tiedeman)</td>
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<td><strong>COEPS</strong></td>
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<td>Hilary Pollack</td>
<td>Michael Miller</td>
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<td><strong>CBE</strong></td>
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<td>Glenn Potts</td>
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<td><strong>4th Division</strong></td>
<td>Kristie Feist</td>
<td>Valerie Malzacher</td>
<td>Jon Levendoski</td>
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<td>Kristen Hendrickson</td>
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<td>Kathleen Hunzer (Jr)</td>
<td>Melissa Wilson (Jr)</td>
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<td><strong>At Large</strong></td>
<td>Sarah Parks (Jr)</td>
<td>Dennis Cooper (Sr)</td>
<td>David Rainville (Sr)</td>
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<td>David Furniss (Sr)</td>
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<td>Terry Ferriss (Sr)</td>
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<td>Terry Brown* ** (Doug Johnson)</td>
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* Chancellor’s Designee
** Absent
() Substitute

**Call to Order:** David Rainville called the meeting to order at 3:35 pm

**Seating of Substitutes:** Doug Johnson for Terry Brown, Kaylee Spencer for Jennifer Willis-Rivera. Robyne Tiedeman for Peter Johansson

**Recognition of Invited Guests:**

Approval (Reconsideration) of Minutes of December 10, 2008: Approval of these minutes was moved by John Heppen and seconded by Glenn Potts. The minutes were passed by a vote of 20 for, 0 opposed, and 1 abstention.

Approval of Minutes of February 18, 2009: Approval of these minutes was moved by John Heppen and seconded by Kathleen Hunzer. Discussion: Kristie Feist and David
Furniss were also absent. Doug Johnson substituted for Terry Brown, not Brad Caskey. The minutes were passed unanimously.

**Chair’s Report:**
On Friday, February 27, 2009, I attended a meeting of the Faculty Representatives of the University of Wisconsin in Madison, Wisconsin.

At our pre-meeting, we discussed some issues which were of concern to specific campuses and other which were placed on the formal agenda with UWS Administrators.

Amongst those items not discussed in detail at the formal meeting included some concern about the “New Regent Sabbatical Guidelines.” Apparently they are not new but alarmed some faculty representatives as they linked mission of the institution with sabbaticals. It was noted that the BOR does not approve sabbaticals, but is informed as to who is receiving them.

We discussed the uses of HLC reports on campuses. It was noted that campuses should try to improve in those areas where there was comment. From the discussion, it was apparent that many UWS campuses have not fared as well as we did in our recent visit.

The problem about chair summer compensation and reassignment time across the UWS was discussed and it was clear that many campuses are struggling with this. It is clear that there is no uniform policy across the UWS. I do believe that we at UWRF do have a clear policy which is lacking at most of the campuses.

We also discussed the Recruitment and Retention Fund (also known as the "Star Fund"). Faculty Representatives uniformly agreed that it is divisive at best and does not serve the purpose for which it is intended. There is no uniform manner in which it is applied or distributed in the UWS. While the faculty representatives are against it, it is clear from previous discussions with President Kevin Reilly that he is wholly in favor of the fund as is the Board of Regents.

At the formal meeting, Senior Vice President of Academic Affairs, Rebecca Martin discussed the budget in general terms and also discussed compensation issues. Rebecca indicated that we should be involving our legislators in our efforts to deal with these.

After our short discussion with Rebecca Martin, we met with Stephen Kolison, associate Vice President of Academic Affairs.

We looked at the following issues:

1. Program Realignment: look at program array with respect to need, activity, where located in UWS - undergraduate majors, look at what happens system-wide, example what happens if all campuses cut a German major? It was indicated that a group is being organized. The group will not identify programs, but will analyze what is going on campus by campus and its system-wide effect.
It was noted that we need someone on a committee/task force dealing with this, we indicated that we would like three different types of faculty representation, Doctoral, Comprehensives, Colleges.

2. Three year baccalaurate degree program - self identified campuses, any campus can participate in this program to make a degree less expensive.

3. Textbook Issue/Cost Proposal was discussed (early adoption program). It was indicated that this proposal will be discussed by the Joint Education and Business Finance and Audit Committees at May BOR meeting. The proposal would be options not requirements (or guidelines).

It was indicated that this is a proactive approach that would make the BOR happy.

Higher Education Act, course syllabus, needs ISBN Number (by 2010?) one month in advance.

This proposal needs to be shared with campus and we should try to endorse in some manner at our April meeting.

I believe that we meet or exceed these recommendations as they pertain to Textbooks Rental Systems.

Maybe a call for Faculty Representatives to speak at the May meeting.

Rebecca wants us to respond to issues that pertain to the faculty with respect to the textbook proposal.

There will be a workshop June 19, 2009 on Success in Academic Planning.

Three to four representatives from each campuses (Provost, Associate Provost, Deans, Chairs) are the expected attendees. I am uncertain where this is going, but items to be discussed include "Program Planning during periods of severe budget constraints," and a Plenary Session on the Academic Program approval Process.

We also discussed whether campuses can charge on a per credit tuition model. This is possible if approved by the BOR as it has for UW-Stout. This can be a significant method to deal with the retake problem/policy that many UWS campuses have.

There was a budget update from Freda Harris and Lynn Paulson. I will not discuss the details as Kristen will do so in a few minutes. I also sent out some of the budget numbers to all of you on Monday.

A few notes about the budget and compensation revealed that we will be getting little over the next biennium. The Governor's budget keeps the Star Fund, has no increases for
faculty or administrative salaries and does not make provisions for insurance increases. Presumably, we may be seeing increases in our insurance premium with no increase in our salaries.

The 2% increase in our base salaries which is supposed to be added to our base in June (effectively October 1, 2009) has already been allocated and does not appear to be in jeopardy. Perhaps this will offset some of the insurance increases.

We also discussed the status of the MOA (funded by a LUMINA Grant). It was indicated that it is moving into a new phase with focus groups/meeting at various locations being next.

One of the more important items dealt with D2L and the problem with data storage. It was reported by Ed Meachen that there will be a course purge instituted next year which will eliminate courses inactive over two years. Guidance will be given to help individuals to store their courses in other venues, that is to download and preserve. The cost of maintaining the current number of courses is $250,000.00 with an additional cost of $100,000.00 for backup. It would take 7 to 10 days to recreate the database at its current capacity if a breakdown were to occur. Currently there is 7 terabytes of information being stored and maintained in our D2L files.

Finally, the annual discussion about 9, 10, or 12 month salary payments was discussed with some campuses indicating that their faculty cannot engage in personal finance and they need to have the option of a 12 month versus 9 or 10 month payment plans. It was indicated that a change would be costly from an administrative point of view and is unlikely.

Finally, it was reported that starting in the next calendar year, UWS will be set up to do income tax withholding for Illinois and Minnesota resident employees. Finally.

I will be attending the BOR meeting tomorrow in Madison where the budget will be discussed. It is my understanding the GPR distribution will be determined. But the issue of the Auxiliary Funds will not be determined but discussed. Additionally there will be a discussion about changes to UWS Chapters 17 and 18 which deal with student misconduct in off campus situations. It is my understanding that this stems from incidences involving students in and around the UW Milwaukee campus and community concerns.

My last item deals with Motion 2008-2009/47 which deals with the Program Prioritization Self Study Tool. As you know, there has been some misunderstanding as to the specifics of the amendment in section III. The amendment was initially interpreted to include a change from 3 to 5 years in both 2 and 3. The first transmittal to the Chancellor did not include the 3 to five year change. She approved it, but agreed to replace it with the second transmittal which had the change from 3 to 5 years in both III(2) and III(3). She also signed this and then it was resent to program chairs and those responsible for the self study tools.
After a friendly discussion with the Chancellor, we agreed that the inadvertent change in section III(2) is not a substantial change in the motion. Since the corrected self study tool had been redistributed to program chairs, we both agreed that it would be problematic to change it again.

Finally, I would encourage each of you who meet or attended any of the events with the Provost candidates to report back to the Provost Search and Screen Committee via their web site.

Discussion: Why does a 12 month salary on a 9 month appointment cost more? System has indicated it would cost $150,000 more with no reason why offered.

The suggested change to a three year program is not a changing of credits but rather encouraging students to try and graduate in three years. Would summer school help? Potentially, but as of yet no mission statement for the summer session has been created.

Tuition by credit – Students should pay for retakes and shouldn’t be subsidized by tax payers. Have any action steps been taken? No, but it can be brought up at Madison. We could make a motion to present to BOR. A change in tuition by credit can be done campus by campus but still need regents support. Currently there is a group on campus looking at the tuition by credit model. Would this change the tuition plateau or would we only charge for retakes? There are some downsides to this model if it discouraged students from taking electives or from adding minors. Perhaps we should only focus on retakes.

Vice Chair’s Report: Ballots went out on Monday. She did not receive any nominations from the Fourth Division and will need to hold a special election. Ballots are due on March 13, then at-large elections will begin. Perhaps Senate needs to think of ways to encourage participation. Hendrickson also passed out a proposal of the budget reductions as they affect UWRF.

Other Reports:
1. Report on non academic program prioritization (OP 2.2 Generate appropriate criteria for assessing non-academic programs and units consistent with institutional priorities) - Valerie Malzacher and Michael Stifter
Malzacher provided a document entitled the “Self-Study Template”. She is working with a small steering committee to prepare the plan and oversee execution of the self-study. The timeline is similar to that of academic programs. In all, 127 administrative programs will be evaluated. The goal of this evaluation is to identify some efficiencies that save money.

Discussion: The Dean’s are supposed to recommend faculty to add to the review groups. That has not happened yet. What is the communication on this between the Provost and the deans? Is this a university committee? Faculty Senate appoints
faculty to faculty committees or university wide committees. Is this a university wide committee?

2. Report on ad hoc Faculty Senate on Instructional Academic Staff - David Furniss
   There are 14 members on this committee; Gretchen Link took over as co-chair for Mark Kinders. Language has been formulated to include in the handbook as to how we are complying with state statute on evaluations of instructional academic staff. Several subcommittees have been formed to address specific issues including contracts, titling and promotions and governance.

Unfinished Business

New Business Consent Agenda:
   1. Approval of Program Changes from AP&P:
      a. Business Administration Minor - Minor Content Change/Credits Change
      b. TESOL Education Minor - Minor Content Change

The consent agenda was approved unanimously.

New Business:

1. The second reading from the Diversity Committee changing its name from the Diversity Committee to the Diversity and Inclusivity Committee.

   This represents a change in the bylaws (Chapter 3 of the Faculty and Academic Staff Handbook) and requires two readings. The first reading was at the February 18, 2009 Faculty Senate meeting. This change in name will take effect immediately upon adoption.

   A motion to approve this item was moved by Wes Chapin and seconded by Karl Peterson. The motion was approved unanimously.

2. A motion from Academic Standards (Dennis Cooper, Chair):

   Entering international students are required to have a TOEFL score (or equivalent in other testing platforms) of 550 or above for regular admission to UWRF. Students otherwise qualified for admission to UWRF but who have scores lower than 550 (or equivalent), or who do not present an English language test score, will be conditionally admitted, tested on campus, and assigned a full or partial load of remedial English as a second language (ESL) courses as needed. Alternate minimum scores arranged through preexisting inter-institutional agreements will be honored.

   Rationale:
UWRF now offers, in collaboration with the Global Language Institute (GLI) of St. Paul, intensive and comprehensive course work in English as a second language (English 21). By raising the English entrance scores and making intensive English courses available to students who are conditionally admitted, we will be able to attract more international students and assure a more successful experience for international students in regular UWRF classes.

Discussion: Will students still get into technical courses? 550 is a standard benchmark at other institutions. Is there a timeline to get over the benchmark? The GLI is a more sophisticated operation and provides more individual assessment. Who has oversight over the credits and teaching? The would be taking ENG 21 for UWRF credits but they don’t count towards graduation.

A motion to approve this item was made by Terry Ferriss and seconded by Sarah Parks. The motion passed by a vote of 20 for, 0 opposed, and 1 abstention.

3. A motion from the Executive Committee to change the description of the Audit and Review Committee in Chapter II. This is an Administrative Committee. The substantive change is the addition of the chair of the assessment Committee to the membership of the Committee.

This item is being postponed due to further proposed changes.

4. A First Reading of a Motion from the Assessment Committee (Joy Benson, Chair) to modify the committee’s charge. This motion is being placed on the agenda by the Executive Committee at the request of the Assessment Committee. This motion represents a change in the bylaws and requires two readings at least seven days apart. In order to be approved, it must receive two-thirds vote of members of the Faculty Senate. This change will take effect immediately upon adoption.

Table 1 compares current and proposed duties. The final version was reviewed by the members of the Assessment Committee and is submitted for approval.

The change to 3f is due to programs revising their assessment plans and submitting them to the committee. This was informally done after the committee reviewed the original plans in 2007-2008. The change formalizes the process.

The change to 3g is due to UWRF adopting an annual academic assessment report requirement. Currently, reports are not being reviewed. The committee is willing to do this consistent with 3h.

3h is a new duty. It stems from the committee’s belief that academic assessment reports should be periodically reviewed. The committee also believes that the review process would be strengthened by a review of assessment reports midway between the programs 7-year reviews. This would provide feedback early enough that additional changes could be implemented, data collected, and results used.
Table 1: Assessment Committee Duty Changes (Chapter III Section E)

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<th>Current</th>
<th>Proposed</th>
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<tr>
<td>3f To approve the academic program assessment plans.</td>
<td>To approve the original and revised academic program assessment plans.</td>
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<td>3g To monitor assessment activities. As part of the regular 7-year program review of majors, the committee will review the assessment plan, the plans results and any revisions suggested by the department.</td>
<td>To monitor assessment activities. As part of the 7-year program review of majors, the committee will review the assessment plans, the academic assessment reports, and program revisions based on assessment feedback.</td>
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<tr>
<td>3h None</td>
<td>Annual academic assessment reports will be reviewed at the time of the program’s 7 year review and 3 years following the program review.</td>
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5. A **motion** from the Executive Committee to appoint Barbara Nielsen as chair of the University Curriculum Committee for the 2009-2010 academic year. This position carries a 0.25 release for both the fall and spring semesters. Barbara Nielsen is the current chair of the UCC.

Approval of this motion was moved by Wes Chapin and seconded by Karl Peterson. The motion was approved unanimously.

**Miscellaneous New Business:**

1) Terry Ferriss requested the executive committee work with administration to re-evaluate the timeline that is on the table for the Self-Study given the changes in delivery times of information to the programs.

Ferriss moved that the Faculty Senate moves that departments forward the Academic Program Self-Study reports on March 27th, 2009 to the colleges. The motion was seconded by John Heppen. The motion passed by a vote of 8 for, 2 opposed, and 3 abstentions.

**Adjournment at 5:17 p.m.**