Minutes of the UWRF Faculty Senate for December 14, 2011, Volume 36, Number 11

<table>
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<tr>
<th>Representation</th>
<th>Term Expires 2012</th>
<th>Term Expires 2013</th>
<th>Term Expires 2014</th>
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<td>CAFES</td>
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<td>James Graham</td>
<td>Ian Williams</td>
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<td>CAS</td>
<td>David Rainville</td>
<td>James Madsen</td>
<td>Patricia Berg</td>
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<td>Brad Mogen</td>
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<td>Coni Gehler</td>
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<td>CEPS</td>
<td>Todd A. Savage</td>
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<td>CBE</td>
<td>Hossein Najafi</td>
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<td>4th Division</td>
<td>Barbara Stinson</td>
<td>Kristie Feist*</td>
<td>Thomas Pedersen</td>
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<td>At-Large</td>
<td>Dawn Hukai</td>
<td>Wes Chapin</td>
<td>Dennis Cooper</td>
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<td>Robyne Tiedeman</td>
<td>Stephen Reed</td>
<td>Jane Harred</td>
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<td>Marshall Toman</td>
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<td>Chancellor's</td>
<td>Fernando Delgado</td>
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<td>Designee</td>
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* Absent
() Substitute

Agenda, December 14, 2011

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

1. Call to order

   The meeting was called to order at 3:33 p.m., Willow River Room, UC

2. Seating of Substitutes

   No substitutes were seated at today’s meeting.

3. Approval of the minutes from the November 30, 2011 meeting of the Faculty Senate
A motion to approve the minutes from the November 30, 2011 meeting of the Faculty Senate was made by Barbara Stinson; it was seconded by Thomas Pedersen. The minutes were approved by consensus of the Faculty Senate.

Reports
Chair’s Report (Wes Chapin, CAS)

Senate Appointments:
- Here are the current committee openings. Please, convey them to your colleagues and ask them to contact me if you find volunteers.
  --Assessment (one CAS vacancy)
  --Audit and Review Committee, or Program Review (one CEPS vacancy)

Senate Motions:
- All the motions passed at our last meeting have been signed by the Chancellor.

Faculty Representatives Meeting
- The “May multiples” issue (i.e., four months of insurance deductions) is likely to be fixed this year. Regarding the 9/12 payment issue and System is trying to implement something. I made a request that President Reilly and Vice President Al Crist explore starting our paychecks on September 1 instead of October 1, and they agreed to consider that proposal.
- The reps were told that the lapses we are experiencing will likely be multi-year and possibly permanent cuts.
- The two-year colleges reported that they were cutting expensive courses (i.e., 200-level, lower enrollment) and are concerned that they will, in practice, become one-year schools.
- UW-Milwaukee reported that departments have been asked to make cuts to help cover lapses, and one solution is to eliminate telephone service. This means faculty and staff have to provide their own phones. This is being tried at their campus at a departmental level for at least one program.
- A question was raised about signing personnel ballots (e.g., retention ballots). Apparently, UWRF is the only campus that requires the submission of signed ballots. All others simply report the vote totals.
- The UWEC rep reported that they are assessing all their graduate programs, and plan to cut every one that is reporting financial losses.
- The reps were told that Wiscnet has a mandatory sunset of June 2013, unless the State changes its position. UW System would have to withdraw from it, and refrain from participating in any other consortium agreement that provides internet connectivity. Unless this position is reversed, this will have very significant financial and other impacts on the UW System and beyond.
- Regarding Voter ID issues, every campus will have a new ID card for spring elections.
- Finally, I am trying to obtain some clarification from System regarding the legal options for providing tuition remission programs, but have not received responses yet.
Spring Schedule
- There will be a spring meeting on Tuesday January 17, 2012. This should already be on your calendars. It is the Tuesday before classes start. Several important issues, including strategic planning initiatives, are on this agenda. If you cannot attend, please, be sure to identify a substitute.

Strategic Planning
- Anyone wishing to submit an initiative should follow the directions on the strategic planning Webpage: http://www.uwrf.edu/StrategicPlan/InitiativesProposalProcess.cfm.

Vice Chair’s Report (Marshall Toman, CAS)
No Vice Chair’s report was presented at today’s meeting.

Consent Items
1. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to appoint Catherine Ross-Stroud (CAS) to the Assessment Committee (Note: A resignation occurred for a 2010-2013 term).

2. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to appoint the following chairs to Faculty Senate committees with reassignment time for 2012-2013:
   - Academic Programs and Policies
     - Jim Zimmerman (CAS)
   - Assessment
     - Joy Benson (CBE)
   - Faculty Welfare and Personnel Policies
     - David Rainville (CAS)
   - General Education and University Requirements
     - Don Leake (CAS)
   - Technology Council
     - Glenn Spiczak (CAS)
   - University Curriculum Committee
     - Tim Buttles (CAFES)

3. Motion from the Executive Committee (Wes Chapin) serving as the Committee on Committees to appoint the following faculty to the Sustainability Working Group:
   - Dean Olson (CAFES; term ends 2013)
   - Charles Rader (CAS; term ends 2015)
   - Mary Wright (CEPS; term ends 2013)
   - Claire Kilian (CBE; term ends 2014)
   - Pam Weller (Instructional Academic Staff; term ends 2015)

4. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to appoint Magdalena Pala (CAS) to serve as chair of the Advising Committee for spring 2012.
5. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to approve proposed program changes in the International Studies Program.

6. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to approve the proposed MS-Clinical Exercise Physiology Program.

7. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to appoint Pat Berg (CAS) to replace Wes Chapin on the Executive Committee for spring 2012. (Note: Marshall Toman, acting senate chair, will serve as chair of the Executive Committee throughout spring 2012).

*Ian Williams requested that item #5 be removed from the consent agenda.*

*Ashley Olson requested that item #2 be removed from the consent agenda.*

*The other items on the consent agenda passed by consensus of the Faculty Senate.*

**Unfinished Business**

*No unfinished business was addressed at today’s meeting.*

**First Readings**

1. Motion from the International Programs (IP) Committee (Marshal 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, 2011 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.

This item will appear as an action item on the agenda of the January 17, 2012 meeting of the Faculty Senate.

New Business

1. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to appoint the following chairs to Faculty Senate committees with reassignment time for 2012-2013:
   - Academic Programs and Policies
     - Jim Zimmerman (CAS)
   - Assessment
     - Joy Benson (CBE)
   - Faculty Welfare and Personnel Policies
     - David Rainville (CAS)
   - General Education and University Requirements
     - Don Leake (CAS)
   - Technology Council
     - Glenn Spiczak (CAS)
   - University Curriculum Committee
     - Tim Buttles (CAFES)

   Dennis Cooper moved to approve this motion as presented; Ian Williams seconded the motion. The motion passed (12 yeas; 3 nays; 6 abstentions amongst voting members present at this point in the meeting).

2. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to approve proposed program changes in the International Studies Program.

   Marshall Toman moved to approve this motion as presented; James Graham seconded the motion. Ian Williams then moved to postpone action on this motion until the February 1, 2012 meeting of the Faculty Senate so that department chairs affected by the changes can be consulted regarding the proposed program changes; Barbara Stinson seconded this movement. The motion to postpone action on the item passed (12 yeas; 6 nays; 3 abstentions amongst voting members present at this point in the meeting).

3. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to approve a proposed Asian Studies Minor.
Jim Madsen moved to approve this motion as presented; Jane Harred seconded the motion. The motion passed unanimously (21 of 21 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 (i.e., UWRF Faculty Senate Motion 2011-2012/61) as indicated in bold below. (The proposed changes are indicated in bold and these can be amended with a majority vote.).

UWRF Faculty Salary Adjustment Plan
Implementing UWRF Motion 2009/2010/25 – Section 5

Motion as Originally Passed/Amended

UWRF Faculty Senate Motion 2009/2010/25 bullet 5 states:

5. That beginning with the 2010-2011 academic year, salary adjustments (other than the pay plan percentage increase) for faculty of all ranks will be made on the basis of a model to be determined that would include, but not be limited to, 1) Post Tenure Review; 2) the difference between the faculty member's salary and the salaries of faculty at peer institutions adjusted for academic discipline; and 3) years of service at UWRF. A minimum of $100,000 shall be allocated to this adjustment fund annually. These monies are separate from the RRF program or its UW System institutional successor. Other compensation adjustment programs currently in existence at UWRF will continue to exist. This allocation shall continue at least until UWRF faculty (tenured and tenure track) salaries at all ranks reach the average of our peer institutions as determined by the AAUP Faculty Salary Survey. This salary adjustment may be delayed for one year in the event of a significant UW System lapse and only after consultation with the Executive Committee of the Faculty Senate and Faculty Senate.

Guidelines to Implement the Motion

1. All tenured and tenure-track faculty members at UWRF will be in the initial pool for salary analysis.

2. Distributions are to address compression within UWRF and disparities between UWRF faculty salaries and those of peer institutions as determined by the College and University Professional Association’s (CUPA) National Faculty Salary Survey for Four-Year Institutions (NFSS) and by the AAUP Faculty Salary Survey as stated in UWRF Motion 2009/2010/25 – Section 5.

3. Distributions will be $2,500.

4. A faculty member receiving a distribution will be eligible for consideration again two years after receiving the distribution.

5. Those faculty members who received $5,000 salary adjustments during the 2010-2011 academic year will not be eligible for salary adjustment for four years.

6. The data source for salary analysis will come from the College and University Professional Association’s (CUPA) National Faculty Salary Survey for Four-Year
Institutions (NFSS). The base for each year will be the academic year that was just completed or the most recent data available from CUPA.

7. **Sample** peer Institutions are the schools listed in Table 1 -- ACCRA Cost of Living Index of UW-River Falls Self-Identified Peer Institutions.

**Procedure**

1. At the beginning of a new fiscal year, the UWRF Budget Office and institutional research office, under the VCAF direction, will make available to the chairs of departments, faculty members and the chair of the compensation committee, the UW CIP code web page link as well as the full CUPA data set such that faculty and chairs may determine the appropriate 4-digit CIP code and CUPA data discipline designation.

2. **Academic discipline determination (CIP code)**
   a. The chair will consult with each individual faculty member in his/her department to determine an appropriate 4-digit CIP code and CUPA data discipline designation for each faculty member prior to forwarding to the dean. In the event an agreement cannot be reached the faculty member may appeal the classifications to the dean, and the dean will in such a case make the appropriate determination in consultation with the faculty member and their chair.
   
   b. The list of faculty and their corresponding 4-digit CIP code and CUPA data information will then be sent to the appropriate college Dean, and then to the Provost for her/his approval.
   
   c. The list will then be sent to the Budget Office.
   
   d. When a department or program is not identified specifically in CUPA categories or the member’s academic responsibilities may involve multiple disciplines, a comparative discipline/program will be identified by the faculty member and the faculty member’s department/program chair and forwarded to the College Dean and to the Provost.

3. The UWRF Budget Office will then prepare a spreadsheet listing the following data:
   a. Name
   b. CIP code
   c. CUPA data designation
   d. Budgeted base salary or nine-month equivalent for the current academic year
   e. Rank
   f. Time in rank at UWRF
   g. The CUPA median 9-month salary for the discipline and rank
   h. Median time in rank at UWRF for each rank
   i. Adjusted 9-month salary (using appendix A formula)
   j. Compression differential between actual 9-month salary and adjusted 9-month salary
   k. University EP used

4. Inclusion into the distribution pool will be achieved by computation of the compression differential as described in appendix A and section 5 below.
5. The Dean of each college will examine the list of faculty in his/her college and prepare a distribution pool. The primary factor for preparing the pool will be the data driven compression differential. In addition, the Dean will consider other factors such as post tenure reviews for tenured faculty, renewal reports of probationary faculty, teacher evaluations, service to the University, and other factors consistent with Guideline 2 above.

A dean may remove a faculty member from the pool only for substantial and demonstrable reasons. Prior to a dean’s removing a faculty member from the pool, the dean must give five business-days’ notice, via e-mail, to both the faculty member being removed and the faculty member being moved into the pool requesting from each an updated curriculum vitae. To remove a faculty member from the pool, the dean must consult the person’s updated CV, justification for the removal, which justification must be approved by the Provost prior to removing the faculty member from the pool. The dean may promote into the pool by this procedure only the next eligible faculty member in the ranking from that dean’s college or must enter the same process of requesting a CV from that next-in-line person and writing a rationale for that person’s removal to be approved by the Provost and so on for each person removed from the pool, whether initially in the pool or subsequently in the pool by the removal of faculty member with a higher ranking. Each person removed from the pool must be notified by the Provost in an e-mail message that includes the dean’s justification and be given three business days to respond to the approved justification. The Provost will notify the faculty member and the dean within 48 hours of receiving a response as to whether the Provost affirms the approval for removal or reconsidered and thereby rescinds the approval, leaving the faculty member in-question in the pool. If the Provost receives no response from a faculty member within the three-business-days period, the approval stands.

6. All the money budgeted for this program will be allocated each academic year.

7. Salary adjustments will be made retroactive to the beginning of the current academic year.

8. The University Auditor will verify that the procedures involved in that year’s decision complied with the guidelines and procedure detailed above; this will be a limited procedure review. In accordance with the University of Wisconsin System Policy, the University Internal Auditor shall have full, free, and unrestricted access to all University records, properties, and personnel used to fulfill the requirements of this procedure. The University Auditor will meet with the chair of faculty senate, the chair of the faculty compensation committee, the Vice Chancellor for Administration and Finance, and the Provost to report his/her findings. The University Provost will prepare a summary written report that will be sent to Faculty Senate that includes the names of the recipients and the amounts awarded.

9. Review Policy. This program will continue until the median salary of all UWRF faculty ranks (tenured and tenure-track) reaches the median salary of our peer institutions.
A review, collaboratively undertaken by the Senate Faculty Compensation Committee and Administration, will be conducted annually.

**Sample peer institutions** (delete, and then insert into text below, under Table 1)

**Table 1**
(sample peer institutions)

ACCRA Cost of Living Index of UW-River Falls Self-Identified Peer Institutions

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<thead>
<tr>
<th>Institution</th>
<th>City</th>
<th>Metropolitan Statistical Area</th>
<th>Cost of Living vs St. Paul, MN</th>
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<tr>
<td>Angelo State University</td>
<td>San Angelo, TX</td>
<td>San Angelo, TX</td>
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<td>Augusta State University</td>
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<td>0.84473</td>
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<tr>
<td>Austin Peay State University</td>
<td>Clarksville, TN</td>
<td>Clarksville, TN</td>
<td>0.78242</td>
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<td>California State University-San Marcos</td>
<td>San Marcos, CA</td>
<td>San Diego, CA</td>
<td>1.26055</td>
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<tr>
<td>Cameron University</td>
<td>Lawton, OK</td>
<td>Lawton, OK</td>
<td>0.84038</td>
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<td>College of Charleston</td>
<td>Charleston, SC</td>
<td>Charleston, SC</td>
<td>0.88385</td>
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<td>Indiana University-Purdue University-Fort Wayne</td>
<td>Fort Wayne, IN</td>
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<td>Midwestern State University</td>
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<td>Texas Southern University</td>
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<td>Virginia State University</td>
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<td>Washburn University</td>
<td>Topeka, KS</td>
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<td>0.8152</td>
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(ACCRA) American Chamber of Commerce Research Association (now Council for Community and Economic Research)

The ACCRA Cost of Living Index is the most reliable source of city-to-city comparisons of key consumer costs. ACCRA COLI data is recognized by the U.S. Census Bureau, US Bureau of Labor Statistics, CNN Money, and the President's Council of Economic Advisor.

**Appendix A**

Calculation of the compression differential will be accomplished using the following formulas and procedures.

\[ ES = EP \times (YIR - MYR) + MDS \]

Where:

\[ ES = \text{Expected salary} \]
YIR = Years in rank, at UWRF (Associate professors are capped at 8 years in rank maximum).
MYR = Median years in rank, at UWRF (of all faculty)
MDS = Median disciplinary salary, (median CUPA data, by rank)

Once the expected salary (ES) is obtained, the adjusted expected salary is calculated, adjusting for percent academic appointment, using the following formula:

\[ AES = \%AP \times ES \]

Where:

AES = Adjusted expected salary
\%AP = Percent academic appointment
ES = Expected salary

The compression differential is then calculated using the following equation:

\[ \%CD = \frac{AES-S}{AES} \]

Where:

CD = Compression differential
AES = Adjusted expected salary
S = Salary (current faculty 9-month salary)

The compression pool will be composed of the faculty with the largest compression differentials. The number of faculty in the pool will depend on the distribution amounts up to the funding available. Faculty with a zero or negative CD value will not be eligible for the pool.

Experience Premium (EP) calculation:

EP is calculated by the following method:

Graph the median time in rank (at UWRF) for the three ranks (i.e., - assistant, associate, professor; 3.1 yrs, 9.1 yrs, 21.1 yrs, respectively) on the x axis.

Graph the median salary for each rank within each department. See sample graph.
Plot a linear regression line between the three data points. The SLOPE of the line is the EP. If a department has only two ranks, the regression line is calculated between those two points.

In the event a negative department EP is calculated, that datum point would be excluded from the calculation of the university median EP.
Once the EP is calculated for each department, the MEDIAN EP is generated for the University and it is used for all calculations in Appendix A.
Dennis Cooper moved to approve this motion as presented; Jim Madsen seconded the motion. The motion passed (20 yeas; 0 nays; 1 abstention amongst voting members present at this point in the meeting).

5. Motion from the Faculty Senate Executive Committee (Wes Chapin, Chair) to approve the formation of a Strategic Plan Progress Committee. This body will replace the 2012-2017 Assessment Task Force. It will also replace the Strategic Planning Coordinating Group and the University Planning Group when their work concludes later during the 2011-2012 academic year. The vice chair will make the appropriate modifications of the roadmap in the *Faculty and Academic Staff Handbook*, 3.4. This motion will take effect immediately.

Note: A subsequent motion will be necessary in spring 2012 to amend Chapter 2 to remove the UPG.

**Strategic Plan Progress Committee (SPPC)**

**Role:**
- Manage, assess, and communicate progress in implementing the 2012-2017 strategic plan.

**Specific Responsibilities and Duties:**
The responsibility of the Strategic Plan Assessment and Communication Task Force is to:
- Monitor, assess and report progress on goals and initiatives, including measurable outcomes/key performance indicators
- Identify specific initiatives of the strategic plan that should be prioritized on an annual basis, and to articulate responsibility, timelines, and specific work products for the
priority initiatives. These priority initiatives will be submitted to Faculty Senate for vote and to the Chancellor for consideration/approval.

- Manage documents related to the strategic plan goals, initiatives, and accomplishments.
- Facilitate strong and regular communication of strategic plan progress to the campus and broader community by:
  - Developing and ensuring the implementation of a plan for regularly updating the campus on progress, including recognizing and celebrating success, on at least a monthly basis (during the academic year)
  - Producing an annual written assessment report that is submitted to Faculty Senate and the Chancellor, and is communicated to the campus community in an effective and transparent manner
  - Plan and host an annual strategic planning retreat to review and discuss progress and challenges on the strategic plan, and to inspire on-going and broad ownership of the plan

Membership (annual terms with goal to have some members serve multi-year terms to ensure continuity):

- One member of the Cabinet appointed by the Chancellor (chair)
- Faculty Senate Chair (vice chair)
- One additional faculty member to be appointed by Faculty Senate
- One tenured academic administrator appointed by the Provost
- One academic staff member appointed by the Chancellor in consultation with the Chair of Academic Staff Council and approved by Faculty Senate
- One student appointed by the Student Senate
- One support staff (ex-officio, non-voting) to manage meetings, materials, follow up (invited by the administrative chair)

Also, from time to time, representatives from areas such as institutional research, university communications, etc. may be invited to meetings to support the Task Force.

Marshall Toman moved to approve this motion as presented; Kris Butler seconded the motion. The motion passed (20 yeas; 0 nays; 1 abstention amongst voting members present at this point in the meeting).

6. Recommendation from the Learning Resources Committee (Karen Klyczek, Chair) regarding textbook privatization.

Dennis Cooper made a motion that UWRF continue to utilize the existing university-run textbook rental system; Kris Butler seconded the motion. Marshall Toman then moved to amend the motion to include the following language: “and to fully support the Textbook Services Office, including hiring a full-time Manager as soon as possible.” David Rainville seconded the amendment. 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. The motion passed (19 yeas; 0 nays; 1 abstention amongst voting members present at this point in the meeting).

7. Motion from the ad hoc Sustainability Working Group (SWG; Kelly Cain, Chair – this body has recently been defined as a permanent body but this motion was completed when it was still an ad hoc committee) to approve the temporary use of the sustainability definition below for the January 10, 2012 strategic planning initiatives proposals deadline. SWG and the office of sustainability will organize a series of facilitated listening sessions early in spring semester to provide campus wide consideration of a definition for long term formal purposes.

SWG and the office of sustainability will organize a series of facilitated listening sessions early in spring semester to provide campus wide consideration of a definition for long term formal purposes.

UWRF Definition of Sustainability: We define sustainability as that which “meets the needs of the present without compromising the ability of future generations to meet their own needs” (the United Nation’s Brundtland Commission, 1987). We believe sustainability is more than recycling, alternative energies or dimming the lights. In recognition of our responsibility to future generations, at UWRF sustainability is demonstrated by our belief that society must adopt a fundamental set of (ecologic, social and economic) values, principles, and practices that frame how we think, choose, and act upon daily decisions in personal, professional and civic life.”

Todd A. Savage moved to approve this motion as presented; Kris Butler seconded the motion. The motion passed unanimously (19 of 19 voting members present at this point in the meeting).

8. Graduate Council and Faculty Senate

A discussion took place regarding Graduate Council and Faculty Senate. Donald Stovall made a motion to establish an ad hoc committee on Graduate Studies; Marshall Toman seconded this motion. David Rainville then moved to postpone action pertaining to the Graduate Council until the next meeting of the Faculty Senate on January 17, 2011; James Graham seconded the motion to postpone action. The motion to postpone passed (11 yeas; 5 nays; 2 abstentions amongst voting members present at this point in the meeting). Jim Madsen then made a request that the Faculty Senate Executive Committee come up with a slate of names of faculty members who could potentially serve on an ad hoc committee as soon as is possible.

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

Adjournment
This meeting of the Faculty Senate was adjourned at 5:30 p.m. by consensus of the Faculty Senate.