Date: November 11, 2011
To: Faculty Senate and University Community
From: Wes Chapin, Senate Chair
Subject: Agenda, Faculty Senate Meeting

The 2011-12 Faculty Senate will meet on Wednesday, November 16, in UC 334, Willow River Room at 3:30 p.m.

Note: Attachments include
1. Minutes
2. General Education Assessment Document (included as a reference for item A under new business)

Call to Order
Seating of Substitutes
Approval of Minutes
Reports: Chair, International Programs, Others

Consent Items:

A. Motion from the Executive Committee serving as the Committee on Committees (Wes Chapin, Chair) to approve the following appointments:

- Assessment (CAFES): Larry Baumann (term 2011-14)
- Faculty Welfare & PP (Academic Staff): Michele McKnelly (term 2010-13, replaces resignation)
- Non-Academic Misconduct Hearing Committee (1 at large), see https://docs.legis.wisconsin.gov/code/admin_code/uws/17: Michelle Parkinson (term 2011-13)

B. Motion from the Executive Committee serving as the Committee on Committees (Wes Chapin, Chair) to nominate Glenn Spiczak to the UW System Academic Planning Revision Working Group to take effect immediately.

Note: this nomination was submitted to the Chancellor and Provost upon approval by the Executive Committee, as per the Constitution, Article VI, Section D, subsection 5 (nominations were due Nov. 11 and the request from System was received only on Nov. 3).
Unfinished Business:

A. Motion from the *ad hoc* Sustainability Working Group (Kelly Cain, chair) to define a permanent replacement body

Note: this will be placed into the *By-Laws* and the Vice Chair will renumber as appropriate.

University of Wisconsin-River Falls

**Sustainability Working Group – Proposal for Organization of Structure & Function**

*Draft 10/31/11*

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**Purpose:** The Sustainability Working Group (SWG) is the primary group for promoting and coordinating sustainability values, principles, and practices at UW-River Falls. SWG addresses the planning, design, implementation, and assessment of sustainable campus community programs and policies as well as documentation, such as the Sustainability Tracking and Rating System (STARS), the Climate Action Plan (CAP), and the Sustainable Campus Community Plan (SCCP). SWG is a conduit through which the campus community can recommend curricular, co-curricular, operational, financial, and other sustainable campus initiatives and policies to the appropriate faculty, student, and/or administrative governance or operational units.

**Structure & Function:** The SWG will consist of 11 voting members (noted below) and be chaired by a qualifying member as noted under Term Limits. There will be one ex officio, non-voting member from the River Falls community. The SWG will have no standing sub-committees. However, it will augment non-voting members as needed to address the scope of sustainability goals and initiatives.

**Members:** 11 + 1
- Director of Sustainability
- Four Faculty: One representative from each College
- One Instructional Academic Staff (Appointed by Faculty Senate)
- Two Students: Representing the broader university (Recommended by SWG and approved by Student Senate)
- Student Affairs Representative
- Diversity & Human Resources Representative
- Facilities Management Representative
- River Falls Community Representative (Ex officio, non-voting)
- *Chair (Appointed by Faculty Senate)*

**Term Limits:**
- Faculty members are appointed by Faculty Senate on staggered terms of 3 years.
- Chair should have at least one year of experience on the SWG prior to his/her one-year appointment.
- Instructional academic staff member is appointed by Faculty Senate each spring with option for re-appointment.
- Two students approved by Student Senate each spring for one-year term with option for re-appointment.
- All administrative staff or their designees are appointed or re-appointed annually at the pleasure of the Chancellor.
- River Falls community representative appointed at the pleasure of River Falls city government.

**Duties:**

a) Facilitate the continual refinement of a holistic vision for UWRF as a premier sustainable campus community model that fully and systemically integrates inclusivity, global literacy, leadership, and sustainability, as a culture of learning and living.

b) Recommend campus sustainability projects, monitor their progress, and submit budget requests on behalf of the entire campus for sustainability related projects and programs.

*Recommendations requiring faculty governance decisions are forwarded to Faculty Senate. Recommendations requiring student governance decisions are forwarded to Student Senate. All other recommendations are forwarded to Faculty Senate for informational purposes prior to implementation. Recommendations requiring administrative decisions are forwarded to the appropriate administrator. The Chair will consult with governance groups and administration regarding shared governance issues as necessary.*
B. Motion from the External Relations Committee (Ozcan Kilic, chair) to approve a revision to its committee description.

Note: Proposed changes are indicated in bold, and the language change will amend the By-Laws.

Membership: Ten faculty members with at least one representative from each of the four Colleges and the Fourth Division; the Chancellor’s designee; the Director of the News Bureau (ex officio, non voting); (strike the preceding “Director of the News Bureau” and replace with “Executive Director of University Communications and External Relations, or designee”) the Executive Director for University Advancement or designee (ex officio, non voting); the Director of Development and Alumni Relations (ex officio, non voting); (strike the preceding “Development and”) and two representatives from Student Senate.

Term of Office: Three-year staggered terms for faculty; two years for the Student Senate representative.

Duties:
a. to increase faculty and staff awareness of important actions being proposed at the state level
b. to assist with Faculty and Staff contact with appropriate state officials (strike all of b)
c. to improve the state government’s knowledge of the effects of their actions on the students and staff at UWRF (strike all of c)
d. to actively evaluate current public relations efforts (strike d and replace with “to advise the Executive Director of University Communications and External Relations on public relations”) 
e. to initiate activities and publications which enhance the public relations of the University (strike all of e)
f. to maintain communications and the exchange of information between the University’s and Colleges’ Public Relations Committees and the administration (strike all of f)
g. to seek out public relations ideas from members of the University community to promote a positive image of the University (strike all of g)
h. to be responsible for recommending and inviting the speakers for the Fall and Spring commencement exercises and to coordinate this effort with the offices of the Registrar and the Chancellor
i. to function as the Honorary Degree Committee (see Chapter 8.12)
j. to advise the Executive Director for University Advancement and the Director of Development and (strike the preceding “Development and”) Alumni Relations on activities relating to alumni concerns and events such as Homecoming, Alumni Weekend, and chapter meetings (strike the preceding “concerns and events such as Homecoming, Alumni Weekend, and chapter meetings” and replace with “relations and fundraising”)
k. to seek nominations for the Distinguished Alumnus Award based on outstanding professional achievement and contributions to society; to forward a recommendation for this award to the Chancellor for final approval
l. to seek nominations for the Outstanding Service Award and to forward recommendations for this award to the Chancellor for final approval; those eligible are persons outside of the University community who have made exemplary contributions to UW-River Falls through their support of the University’s goals and their volunteer efforts on behalf of the University

First Readings:
New Business:

A. **Motion from the Executive Committee (Wes Chapin, Chair) to amend something previously adopted.** Specifically, motion to amend motion 2007-2008/69 as follows:

**Current Language with proposed change in bold**

The first review will take place seven (replace “seven” with “eight”) years after the General Education program was implemented and then every seven years after; thus the first review will be during the academic year 2011-2012 (replace “2011-2012” with “2012-2013”).

B. **Resolution from the Executive Committee (Wes Chapin, Chair) to convey to UW-System, the following requests regarding 9/12 month benefit deductions:**

The UWRF Faculty Senate requests that UW System provide flexibility to nine-month contract employees to spread out their benefit deductions (e.g. four months of health insurance premiums paid typically on the June check) over a period of months chosen by the employee. If the only options are to continue with the current practice or spread them over a set number of months that will be applied uniformly, the UWRF Faculty Senate requests that the latter option be implemented (i.e. that a set number of months be applied uniformly).

C. **Resolution from the Executive Committee (Wes Chapin, Chair) to convey to UW-System, the following requests regarding 9/12 month payment schedule:**

The UWRF Faculty Senate requests that UW System provide flexibility to nine-month contract employees to spread out their paychecks over a period of months chosen by the employee (i.e. 9, 10, 11, or 12 months). If the only options are to continue with the current practice or spread them over a set number of months that will be applied uniformly, the UWRF Faculty Senate requests the current nine month payment schedule continue.

D. **Motion from the Academic Program and Policy Committee (Steve Kelm, Chair) to rename Chapter eight, section six of the Faculty and Academic Staff Handbook, from “International Studies Programs” to “Education Abroad Programs.”** (Amended by the Executive Committee to change similar language within the text below). This motion will take effect immediately.

Note: All changes are indicated in bold.

8.6 International Study Programs *(Replace with “Education Abroad Programs”)*

The University believes that a study experience in a different country is important in fostering awareness of other cultures, deepening one's awareness of one's own culture and developing future career paths. Consequently the University encourages study *(replace “study” with “education”)* abroad and facilitates program planning for those students who wish to earn academic credit for studies accomplished in other countries of study.
(replace “study” with “education”) abroad programs. It also participates in networks of established programs around the world. In addition, students can tailor individual programs in foreign countries according to their own academic, professional and personal needs. Special course/program fees may be associated with international study (replace “international study” with “education abroad”) programs. Information on all international (replace “international” with “education abroad”) programs and guidance on study abroad (replace “study” with “education ”) are available through the Global Connections office, 102 Hagestad Hall.
http://www.uwrf.edu/GlobalConnections/

E. Motion from the Academic Program and Policy Committee (Steve Kelm, Chair) to designate the following “Academic Procedures” section in Chapter eight of the *Faculty and Academic Staff Handbook*, and to renumber the subsequent sections appropriately. This motion will take effect immediately.

8.3 Academic Procedures

F. Motion from the Executive Committee (Wes Chapin, Chair) to recommend a proposal from the Compensation Committee (Joe O’Kroy, Chair) to amend the salary adjustment plan in the *Faculty and Academic Staff Handbook*, Chapter Three, Article VII, Section 7.6. This motion will take effect immediately.

Note: items that are changes are in bold.

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 UW-RF 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 $2,000.

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

5. 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.

6. 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 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.

6. The Deans’ Council will meet and agree on which faculty members will be given a salary adjustment and the amount of that adjustment. The University Auditor will attend that meeting.
7. All the money budgeted for this program will be allocated each academic year

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

9. The University Auditor will verify that the procedures involved in that year’s decision complied with the guidelines and procedure detailed above. 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 Auditor will prepare a summary written report that will be sent to Faculty Senate that includes the names of the recipients and the amounts awarded.

10. 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.
<table>
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<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>
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</table>

(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 Advisors.
Appendix A.

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

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

Where:

- **ES** = Expected salary
- **EP** = Median UWRF Experience premium, (dollars per year) See EP calculation below.
- **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 (ie. 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.

Once the EP is calculated for each department the MEDIAN EP is generated for the university and is used for all calculations in appendix A.

Miscellaneous Business:

Adjournment