Date: April 30, 2012
To: Faculty Senate Executive Committee and University Community
From: Marshall Toman, Senate Executive Committee Acting Chair
Subject: Agenda, Senate Executive Committee Meeting

The 2011-12 Faculty Senate will meet on Wednesday, May 2, 2012, in UC 334, Willow River Room at 3:30 p.m.

Attachments:
1. Minutes from 4-18-12
2. Agenda for the first meeting of the 2012-2013 Faculty Senate
3. AS Summer Drop Policy (same as discussed earlier and referred back to AS for modification)
4. Copy of United Falcons’ requests.
5. Graduate Alumni Survey
6. APP Film Studies
7. APP Broad Field Social Sciences
8. PP-PAR Tool Word
9. PP-PAR Tool Xcel
10. New UPS Survey Questions
11. ILTC: Course Offerings
12. ILTC: Online Courses
13. ILTC: Technology in the Classroom
14. SPlan Initiatives Disposition Table copy
15. Sustainability Definitions Preamble

Call to Order

Approval of Minutes

Reports
Chair

Some Numbers.
Professors: 209
   Instr. 1; Asst. 49; Asso. 42; Full 116; Emeritus 1.
IAS: 165
   Asso. Lec. 75; Lec. 69; Sen. Lec. 18; Dist. Lec. 3.
A report of this sort would be very easy for the VC-Elections to compile annually. It would be interesting to the changes over time.

Pay Plan
The full $2,500 for 40 faculty will be on the June 1 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.

Gen. Ed. Review
March 31/April 19, 2012 General Education Timeline

Action Steps

1. An outside evaluator is identified by the joint work of the Gen. Ed. 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 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 Gen. Ed. 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 Gen. Ed. 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. Gen. Ed. makes recommendations to the Faculty Senate concerning the structure of Gen. Ed. if any are warranted as a result of the review (including both the Gen. Ed. 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 Gen. Ed. 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 Gen. Ed. 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 Gen. Ed. to the Fac. Sen. Exec, copying APP is advised.

New University Personnel System (UPS)
Attached with the agenda are the questions in the UWRF HR survey concerning the new UPS. If those familiar with the issues spot something that may be of concern, you are encouraged to email your thoughts to others. Below is a copy of the email sent to UWRF faculty and staff from HR.

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.

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_29QxfVIRt5zBD4U](http://uwrf.qualtrics.com/SE/?SID=SV_29QxfVIRt5zBD4U)

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 email, direct your messages to Donna Robole, director of human resources at donna.robole@uwrf.edu.

Please note that 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/](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 that approximately $200,000—some on-going, some one-time funding—has been set aside to accomplish or partially accomplish this year’s initiatives (see attachment).

**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.
The Chancellor’s Advisory Council on Alcohol, Tobacco, and Other Drugs (ATOD)

This group was constituted to advise the chancellor on the listed matters. It is currently holding sessions to determine the advisability of moving to a smoke-free campus. Its members include interested students; four faculty, one from each college; and staff; community members; and the Director of Student Health and Counseling Services. This group wishes to present its report on smoking to the Senate at some point after May 2nd (when the last listening session has occurred).

When the above report was given at the Faculty Senate Executive Committee meeting, it was suggested that ATOD is a policy advisory body acting similarly to faculty governance bodies (a faculty member from each college within its membership, for example) but without any governance authority. It was suggested that the chancellor and the coordinator of this group be advised of the need to bring this organization within the governance structure.

The Acting Chair accordingly sent a communication to the chancellor and the coordinator of this group. The anticipation is that the Acting Chair of the Senate and the coordinator will work to structure this group as an administrative committee within the recognized governance structures and that a proposal for doing so will be in front of the Executive Committee and subsequently the Senate in June.

Student Evaluations of Online Courses

Acting for the Senate, the Exec. Com. authorized the use of the current student evaluation instrument for online courses until a more appropriate instrument for online courses and any necessary modifications to the face-to-face process was finalized. There is a motion on the agenda seeking Senate approval of this action for an interim policy. The expectation is that the final instrument and process will be ready to present to the full Senate by the June 12 meeting.

The Exec. Com. actions were motivated by the stakes involved (hypothetically careers and UWRF resources) and the timing. If we had waited until the May 2nd meeting, there would have been no point to addressing the issue for this semester. Probationary faculty are required to conduct student evaluations in their courses. The current instrument and process is based on assumptions inherent in face-to-face teaching. In this current disconnect, the thought was that sanctioning the use of some instrument, however imperfect, for the end of one semester, would be good. As a teaching institution, UWRF bases critical personnel decisions on (in part) student evaluations.

Attached are reports from the Instructional and Learning Technologies Com. (ILTC)

1. Course Offerings
2. Online Courses
3. Technology in the Classroom

The Union (United Falcons) on Campus

This union has presented requests (attached) 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 Senate

At the conclusion of business, the 2011-2012 Senate will adjourn. The Acting Chair will convene the 2012-2013 Senate and the elections for the Executive Committee.

Vice Chair
Termination Committee

There was a 30-way tie for the top six positions. The 30 nominees were contacted; those 18 willing to serve appear on the elections ballot for the Termination Committee. The term of the new members starts in September.

Committee Vacancies

There was a need to be 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 Tech Council which expired in 2012 was omitted from the list of possibilities to sign up for.

Both are now listed.

If anyone wishes to change choices as a result of this announcement (or for any other reason), that person can (theoretically) go back to the survey (unlike with elections) and make changes up to (at least) the printing of the report (in June) that the new Exec will use to nominate faculty to serve.

Consent Items

1. Motion from the Academic Programs and Policies Committee (Steve Kelm, Chair) to authorize the attached new graduate alumni survey for the Program Audit and Review process, effective for the 2012-13 cycle.

   BACKGROUND, NOT PART OF THE MOTION: This motion was in response to the following charge to AP&P from Faculty Senate: Make a recommendation regarding the authorization of the development of a new graduate alumni survey for the Program Audit and Review process to be used by the MBA and MSE-Reading programs as their PAR alumni survey for their 2012-13 reviews and as a test for use generally by subsequent graduate reviews.

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.

   BACKGROUND, NOT PART OF THE MOTION: This motion was in response to the following charge to AP&P from Faculty Senate: Make a recommendation regarding accepting as a proxy for the alumni survey currently in use as part of Program Audit and Review (which, in the current form, contains some questions that are applicable only to undergraduate programs) the recent alumni survey data compiled for their national accreditations by the School Psychology and Communicative Disorders programs.
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

- Business Administration – Finance (CBE BUSA.BS FINC)
- Business Administration – Management (CBE BUSA.BS MNGT)
- Business Administration – Marketing (CBE BUSA.BS MKTG)

BACKGROUND, NOT PART OF THE MOTION: Name changes only, no content changes.

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 (see attached).

BACKGROUND, NOT PART OF THE MOTION: The (attached) narrative PDF contains letters of support from other program chairs who may be impacted. In some cases, there appears to have been a glitch in the conversion of the text, so some of the letters of support appear to be a mass of symbols. The Director of the Film Studies Minor included the letters of support in hard copy, and the Acting Chair of the Senate is in possession of these documents.

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 (see attached).
8. Motion from Academic Standards (Terry Ferriss, Chair) to have transcripts list the degree as the first level, the major(s) listed on the next line including any options &/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.

Recommend to place this in the Faculty and Staff Handbook as 8.2.30
Policy would take affect for Fall 2012 graduates.

BACKGROUND, NOT PART OF THE MOTION: The manner in which a student's degree, major, minor, emphasis is printed on the official transcript is currently inconsistent across campus. For example, in some cases the name of the college is attached to the degree title. This policy would provide clarity and consistency across programs as to what information relating to the academic program should be printed in the "degree box" on the transcript at the time of graduation. The proposed motion is consistent with what many other institution include on the transcript. This is a new policy.

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 Executive Committee (Marshall Toman, Chair) acting as the Committee on Committees 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 Executive Committee (Marshall Toman, Chair) acting as the Committee on Committees 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.

Unfinished 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 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.
   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 (105 Davee Library, 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.
   c. BACKGROUND, NOT PART OF THE MOTION: The Affirmative Action Committee, with guidance from Andriel Dees, has decided to withdraw any recommendation for a welcome statement that would be on each syllabus and provide the link to the University Syllabus Page. We decided that it really isn’t the place of any of our “diversity” committees to develop or maintain that page. The statement that we developed was focused on only those issues our committees are concerned about at this point, harassment, discrimination and accommodation. The syllabus page will eventually have a number of different topics and those need to be identified in that welcome.
   d. NOT PART OF THE MOTION: We recommend that the Faculty Senate identify the appropriate committee/person to be responsible for developing and maintaining the Faculty Syllabus Page. We would like to see the Senate approve the above statements as elements of that Syllabus Page.

2. Motion from the Academic Standards Committee (Terry Ferriss, Chair) to add 8.8.8.1 regarding a drop and add policy for the summer and J-term sessions. See attached.
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 12th meeting.

2. Motion from the Executive Committee (Marshall Toman, Chair) acting as the Committee on Committees 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 (attached in two parts) and reporting to Senate by December 1. 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. Asso. VC for Acad. Affairs/Chair of the Program Audit & Review Com.
   11. Chair of Faculty Senate or member of the Fac. Sen. Executive Committee
   12. Faculty Member At-Large

3. Motion from Academic Standards (Terry Ferriss, Chair) 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. Recommend to include this policy in the Faculty and Staff Handbook as 8.2.31 Policy would take affect for Fall 2012 graduates.

BACKGROUND, NOT PART OF THE MOTION: Currently there are 21 different possible listings on UWRF diplomas. There are 10 official types of degrees approved by UW-System to be offered at UWRF. The approved degree titles are not consistent with what is printed on the diplomas. Currently some students have the name of the major listed, others have a degree (though it may not be an officially approved degree title), and some even have degrees with the name of the college embedded in the title. The Academic Standards Committee reviewed our current practice, polled department chairs on preferences of what would be printed, polled a small student sample and examined what other UW-System institutions practice. The majority
of department chairs preferred to have only the degree titles included on the diploma. *All of the students wanted the degree title and the name of their major.* Most other UW institutions include only the degree title, only Stout and Platteville include the name of the student's major. Based on these findings and the belief that consistency across campus is important, the committee has developed and submitted the following motion. This is a new policy.

**Miscellaneous Business**

**Adjournment**