

**MINUTES**  
**FACULTY SENATE EXECUTIVE COMMITTEE**  
**September 9, 2008**  
**PRAIRIE/PIONEER ROOM**  
**2:30 – 4:30 P.M.**

**I. Call to Order – 2:32 p.m.**

- 1. Chancellor’s Report – Chancellor Sorensen questioned what the Faculty Senate and Faculty Senate Executive Committee would like reported. Chair Deckelman said that it is beneficial obtaining information from reports and they should continue. The Chancellor requests that Faculty Senate address the issue of making Dean Evaluation comments open to the public, due to extreme biased comments. The Provost office should deal with classroom assignments.**
- 2. Vice Chancellor for Academic Affairs’ Report – The Provost will distribute a handout on committees that include provost representatives. The official enrollment will be taken the tenth day of class. The Provost is addressing the classroom scheduling issue, due to staffing changes and old guidelines and parameters. Kathy Sveum did hundreds of adjustments and tried to accommodate requests. The Chancellor wants an analysis of Friday classes. It looks like record enrollment may have influenced the number of classrooms that are needed. The Provost said that Janice Coker is working with the ethnic studies chair and possibly the CIC chair to make sure that there are enough ethnic studies courses accommodate the new revision. Meridith Wentz, from BPA, has done an analysis to provide input.**
- 3. Vice Chancellor for Administrative & Student Life Services’ Report – No Report.**
- 4. Other Announcements and Information – The Chancellor has requested to have a Drug and Alcohol committee representative by Friday, September 12. Relevant studies are available. UW System is having another General Education meeting in November. The Provost office will pay to send six to eight employees to the meeting. The errors in summer contracts were due primarily because of personnel changes in Human Resources. The Chancellor has asked Vice Chancellor Moen to look at the Human Resources processes as a whole.**

**II. Committee Reports**

- 1. Curriculum & Instruction – Steve Cole said that CIC met the last week of August and elected the chair (Steve Cole) and vice chair (Jeanne Rothaupt). Faculty representation for this committee is very low, so the number one priority is getting representation.**
- 2. Educational Activities – No Report.**
- 3. Elections – Chair Deckelman said Janell Reitz is pulling the vacancy data together and nominations will be solicited this month. This may be a time to evaluate and determine the number of committees. Please make sure nominees are aware of their nomination.**
- 4. Finance Committee – Hector Cruz said that the FC has not met yet this semester. The Provost said that Meredith, BPA, sent her a report today of the cost of summer instructors being paid per credit. The Finance Committee was waiting for the results of this report. Hector Cruz will try to get the committee together.**
- 5. Graduate Education Committee – No Report.**
- 6. General Education – Alan Block stated that the GEC will be meeting this Friday, September 12.**
- 7. Personnel Policies – No Report.**
- 8. Planning & Review – Loretta Thielman said that the PRC will be meeting this Friday,**

September 12. Membership has a 40% vacancy. Several items were passed late in the spring. The following items were discussed and sent to Faculty Senate.

- a. PRC AY 2007-08 Annual Report
- b. PRC Recommendation on B.S. Business Administration Program
- c. PRC Recommendation on M.S. Risk Control Program

9. Other

III. Old Business

1. Minutes of April 29, 2008

Motion: Block/Kapus moved to approve the Minutes of April 29, 2008.

Vote: Passed unanimously.

3. General Education Committee Bylaws Revision

Motion: Motion to revisit the General Education Committee Bylaws Revision motion that was postponed.

Alan Block discussed that the handout shows the comparisons. The committee members will represent general education categories instead of college representatives and no longer have to be only faculty senate members. Due to low general education courses, there will be one representative each for the College of Management and the School of Education. Chair Deckelman wanted to clarify that the committee wants a nonvoting ex-officio member. Since current members were not specifically addressed and the College of Management questions only one representative, the GEC bylaws Revision should be postponed until the next FSEC meeting. Schmidt/Cruz made the motion to postpone General Education Committee Bylaws Revision.

Vote: Passed with one nay.

2. Other

IV. New Business

1. Unresolved Faculty Senate Election/Representation Issues – Chair Deckelman discussed the vacancies on the Faculty Senate. The college representatives were reassigned from the previous college to their realigned colleges. A discussion pursued on how to handle the two At-Large representations. This item will be brought forth to Faculty Senate.
2. First-Year Student Retention at UW-Stout: Recommendations for Action – Chair Deckelman announced that Dan Riordan, at the last minute, was unable to attend the meeting. Dan wanted to ask for the Faculty Senate endorsement of the document. It was discussed that clarification is needed whether this is an endorsement of the document or of the report.
3. Review and Comments on Recommendations for Moderation of Positive Action and Termination of Employment Committee Hearings – Chancellor wants feedback/comments on the hearing guidelines. There was a discussion on the time limit on hearings. The Provost said that the hearings are becoming more court like. It should be more for mediation, not to have attorneys and turn it into a court proceeding. Chair Deckelman said that the Chancellor is asking for three specific recommendations. Hector Cruz and Lars Jerlach suggested that PPC should be charged to review the policy. The Provost feels this process is being escalated beyond mediation. Members on this committee should have some training. Chair Deckelman will charge PPC to review the policy and recommendations.
4. Special Working Group for Handbook Revisions – Chair Deckelman said that the Provost requested that the handbook be updated. The handbook is currently handled by the Human Resources department. Chair Deckelman will be requesting a faculty

member to work with an academic staff member and Wayne Argo to update the handbook.

5. **Revision to UW-Stout Policy 04-63 (WiSys Policy) - Chair Deckelman stated that the Chancellor would like any input on the revision by October 31. The Provost highlighted the major changes in the policy. This will be on the next Senate agenda as an informational item. Sue Foxwell will be asked to join the meeting.**
6. **Faculty Athletic Representative Appointments – The Chancellor appoints these positions and asks for Faculty Senate approval. This will be brought to Faculty Senate. The appointments will be reviewed to determine if the Faculty Senate should elect these representatives.**
7. **Charge to PPC on Promotion Policies to Professor – Chair Deckelman said a faculty member questioned the time limit of activities allowed on the application for full professor. The charge to PPC is to clarify the policy, not to change it. Due to time restraints, the PPC will be given a deadline.**
8. **Ad-hoc Committee on Interdisciplinary Center for Collaboration – Chair Deckelman included an email from the Provost due to the amount of discrepancies for the purpose of the Center. A committee will be formed to develop a proposal for the Center. Names will be brought forward to the Senate for approval. Laura Schmidt thought that the Center was divided into the Discovery Center and the Nakatani Teaching and Learning Center. Chair Deckelman will ask the Provost for clarification of the creation of the Center.**
9. **Travel Reimbursement Policies and Procedures– Chair Deckelman has invited Ed Neiske to talk about faculty concerns regarding faculty travel reimbursement. There may not be a lot that can be done to change this. Chair Deckelman talked with Diane Moen about this issue and was told that State rules have to be followed. Jerry Kapus feels that the Finance Committee could research what other UW campuses’ policies are for comparison to Stout’s policies. All services to faculty should be examined.**
11. **Classroom Assignments – Chair Deckelman said that the request was sent anonymously regarding the classroom assignments. It is felt that room assignments should go back to the departments. Students’ opinions/schedules should also be considered. The Provost Office is investigating the issue.**
12. **Other**

V. **Adjournment – 4:30 p.m.**