

MINUTES
FACULTY SENATE EXECUTIVE COMMITTEE
OCTOBER 10, 2006
OAKWOOD ROOM
2:30 – 4:30 P.M.

ATTENDANCE:

CHAIR: Forrest Schultz
VICE CHAIR: Len Bogner

SECRETARY: Anne Hoel
PAST CHAIR: Steve Schlough

PRESENT: S. Cole, K. Doll, B. Finder, K. Martinson, K. Parejko, G. Ruenger, J. Watts

EXCUSED: D. Albrecht, B. Flom, B. Murphy

GUEST: Chancellor Sorensen

I. Call to Order – 2:35 p.m.

II. Announcements and Information

A. Promotion Quotas for 2007-2008 (Attachment 1) - For information only.

III. Minutes of September 26, 2006 (Attachment 2)

Motion: Ruenger/Doll moved to approve the Minutes of September 26, 2006.

Vote: Passed unanimously.

IV. Chancellor's Report – Chancellor Sorensen reported that the gay benefits for couples and a few building approvals were approved at the last Board of Regents Meeting, but nothing that affected UW-Stout. Discussion ensued regarding the frustration in getting Stout's DIN's through the process at System level and the Chancellor talking to UW-System President Kevin Reilly.

V. Vice Chancellor for Academic Affairs' Report – no report.

VI. Vice Chancellor for Administrative and Student Life Services – no report.

VII. Committee Reports

Committee chairs are requested to give oral reports to the Executive Committee and prepare brief written reports for Faculty Senate meetings. Committee chairs who are not Senators should attend Senate meetings, especially when there is an agenda item. Items should be submitted by e-mail to Joy by noon on Thursdays. All standing committee chairs are expected to attend the Executive Committee Meetings, since they are voting members of the group.

A. Curriculum & Instruction (Steve Cole) – Cole reported that he was re-elected Chair and Doug Kennedy, Vice Chair.

B. Educational Activities (Donna Albrecht and Barb Flom) – no report.

1. EAC Report (Attachments 3) – for information.

2. EAC's Year End Report for 2005-2006 (Attachment 4) – for information.

C. Elections (Steve Schlough) – Schlough reported that all committee ballots will be counted on October 12 at 9:00 a.m. in the Senate Office.

D. Finance Committee (Bill Murphy) – Chair Schultz said that the Senate discussed whether or not this committee should stay active last year, and he plans on meeting with the Committee Chair to determine if they have any business items for this year. recommended that some committees should be eliminated if they don't have any momentum, so people could serve on those that really need members (such as

**Finance
Schlough**

PRC).

E. Graduate Education Committee (Gene Ruenger) – Ruenger reported that GREC met and forwarded material to the CIC.

F. General Education (Ken Parejko and Alan Block) – Parejko said GEC would meet on October 13.

G. Personnel Policies (Karen Martinson) – Martinson reported that PPC will meet on October 20.

H. **Planning & Review (Brian Finder)** – Finder reported that the survey instruments were in the process of being revised for next year. He stressed that PRC needed more people to serve on the committee, or it could be in danger of folding within a few years. Discussion ensued regarding that faculty who have previously been active in governance were retiring and new faculty seem to be not interested in serving on committees. Perhaps the Senate needs to communicate better on what governance is; especially with informing colleagues that serving on governance committees was a big asset toward meeting their service requirements toward promotion. Finder announced that he met with SSA representatives and gave them a faculty committee list showing where students were also needed to serve. Chair Schultz added that the Positive Action Committee also needed more representatives and asked the group for ideas on how to engage newer faculty to serve on committees. Perhaps the Graduate Education Committee could evaluate graduate education programs and the Planning and Review Committee evaluate the undergraduate programs to help spread out the committee work load. Consensus was reached that a review should be done on the committees and what they do.

I. **Other**

VIII. **Old Business** – Chair Schultz explained that the first two items were carried over from September and Senators were encouraged to get feedback from their colleagues so action could be taken during the next Senate meeting.

A. **Learning Values/Culture of Affirmation at Stout (Dan Riordan; from September 19 Faculty Senate Meeting)**

B. **Recommendations from Russell Team to Propose an Ethics Statement for UW-Stout (from September 19 Faculty Senate Meeting)**

C. **University Priorities (Forrest Schultz)** – Chair Schultz explained that he left this item on the Agenda to remind Senators to get their colleagues’ input for the November 7 Faculty Senate Budget Priority Listening Session. Chancellor Sorensen noted that other campuses in the UW System do not use this process, but applaud Stout’s effort. Over 300 people attended the sessions last year and it would be nice to see more attend. The Chancellor added that all ideas can’t be adopted by the campus, were not lost, and considered valuable in making future campus decisions. UW-Stout has a good interaction between faculty/staff and administrators. Furthermore, if Senators could encourage their departmental colleagues to attend the Priority Sessions, they could see how the open process and listening sessions worked. Additionally, all meetings abide by the Open Meeting Law and are open for anyone to attend.

budget

D. **Governance Engagement (Forrest Schultz)** – Chair Schultz asked the group if a special force should be formed to analyze governance engagement on campus, or if each committee could examine their own needs. Bogner suggested that this item should be placed on the Faculty Senate Agenda and each Standing Committee should be asked to examine their own bylaws. Hoel added that the departments could be asked how to encourage more faculty participation on committees. Discussion centered on the possibility that people’s workload obligations were stretched to the maximum, which prevented most from serving on university committees. However, people serving on many committees repeatedly (especially as committee chairs) were getting burned out. What can the Senate do to make it better? This item will go on the October 17 Faculty Senate Agenda.

task

possibility
prevented most
committees
Senate

E. **Other**

IX. **New Business** – Chair Schultz asked the group what they thought the Faculty Senate should do about all of the Planning and Review Committee reports coming through. Finder said that he saw the role of the PRC was to examine and uncover any concerns in the programs and invited any feedback on the quality of the reports. Ruenger explained that the process served as an opportunity to inform the campus on the status of the programs, as well as sharing a nice summary with department representatives to bring back to their departments. One Senator asked if a program was ever NOT approved. Finder replied that it could happen if a course or program didn’t have enough enrollment, support, or if no program director could be found. However, it was rare and PRC tries to avoid this by having the two-year follow-up reviews.

Chancellor Sorensen added that he felt that the review process was helpful and useful, especially when determining how to reallocate budget resources for programs that were struggling and identifying programs that were stable. However, the biggest frustration was finding appropriate FTE's for current and future programs. Additionally, the reports help remind the campus of programmatic trends and in designating benchmarks. Cole noted that it was not the Faculty Senate's responsibility to second-guess PRC's findings, but it just provided a second pair of eyes to review the information in a check-and-balance process. Vice Chair Bogner asked where the information comes from. Finder replied that the program directors highlight what they think their program's needs were and include them with and any other institutional data, student surveys, and other information in their report. The data also provides an opportunity for program directors to see an overview of the programs' strengths and weaknesses. However, PRC walks a fine line on how much in-depth information the reports should include, and the process does give everyone a right to ask certain questions. Discussion then ensued on how it was the department's responsibility to review the credentials and expectations of faculty in each program, the fact that there were more academic staff than faculty available to teach some of the classes, and that the campus has approximately 40 untenured lines that needed to be restored.

- A. Gen. Ed. Component for Health and Physical Education (PRC: Attachment 5) – Chair Schultz announced that this and the next two items will be placed on Faculty Senate Agenda for October 17.
- B. M.S. in Food and Nutritional Science (PRC; Attachment 6)
- C. B.S. in Applied Mathematics and Computer Science (PRC; Attachment7)
- D. Workload Discussion with PPC (Forrest Schultz) – Chair Schultz explained that this topic came up as a result from prior conversations among faculty. How does teaching on-line and research activities affect workload, especially when Human Resources designate a 40-hour work week? The documentation in the Handbook is vague and unclear. Much discussion ensued regarding the difficulty in defining what workload was, as each department has its own unique requirements and would define it differently. Schlough cautioned the group that a work week was much different than workload, and lecture classes were different than labs. Some colleagues come on campus only two days a week and others come every day. However, UW-System does define a work week for sick leave reporting purposes. Martinson agreed that it was very difficult for departments to define equity. PPC could send out a statement, but how could it cover all areas, as different departments have different requirements? Department chairs know who in their department were coming in or not or if the policy was being abused. It's important for people to inform their department chairs if they can't report to work. The chairs should ask people who seem to be abusing the process if they have a problem that they need to know about. Departmental evaluations also provide an opportunity for the chairs to designate a below rating to help bring people around. Chancellor Sorensen added that the campus was responsible for a certain amount of credits hours, which needed to be communicated to the faculty as well.

virtual One Senator said that she would like credit for teaching an on-line class and holding office hours. Chair Schultz agreed that the way work was done on campus has changed a great deal over the past ten years. Further discussion centered on some departments not pulling their weight in comparison to others, and maybe this topic needed to be addressed as well. However, if a program doesn't carry its weight, it could be phased out. Departmental expectations must be explained during department meetings to stress accountability and minimize the abuse. It was agreed to place this item for further discussion on the October 17 Faculty Senate Agenda.

- E. Confirmation of Faculty Athletic Representatives (Forrest Schultz) – Chancellor Sorensen explained that he appoints people to serve on the Wisconsin Intercollegiate Athletic Conference (WIAC) and the Faculty Senate confirms (or approves) them during one of its meetings. Donna Stewart has agreed to serve another term and Bob Peters will be replacing Tom Franklin on the group. This item will go on the October 17 Faculty Senate Agenda for confirmation.

F. Other

- 1. Bogner asked the group if the Morale and Job Satisfaction Report should be placed again on the October 17 Faculty Senate Agenda for possible review by one of the standing committees. Martinson said that PPC could discuss it, but the Faculty Senate would need to define an action item for them to specifically review, as it was a large report. Additionally, a small ad hoc group from the Senate could also review it. It was agreed to place this item on the Faculty Senate Agenda for October 17.**

X. Adjournment – 4:10 p.m.

**Respectfully submitted,
Anne Hoel, Secretary**

**Recorded and prepared by,
Joy Evenson**