

NOTES FROM MEETING OF THE COMBINED SENATES
UNIVERSITY OF WISCONSIN-STOUT
OCTOBER 3, 2006
146 MERLE PRICE COMMONS
2:30-5:00 P.M.

The meeting was called to order at 2:30 p.m. by Dennis Shaw, Chair of the Senate of Academic Staff.

- I. **Chancellor's Report** – Chancellor Sorensen explained that he was delaying the signing of the Holistic Admission Policy until he could do more research. What Stout was currently doing was very characteristic of the policy and marginal incoming students were already being processed holistically. There is a lobbying effort in UW System trying to determine what stance nominees running for positions on the budget were taking and communicating to them that it's important to defend the UW budget. There is a new Communications Director, Doug Mell, on campus, and he and other administrators will try to educate the populace on what Stout does. The Chancellor added that he would be writing an opinion piece in his name to help explain the difference between students who attend Stout from within the state vs. out of state and the impact they have on campus. Many corporations in the valley understand that Stout can't function as it formerly has and continue some of its programs, if it's still required to make additional budget cuts. Until Governor Jim Doyle signs off of the new budget, these lobbying efforts will continue.
- II. **Vice Chancellor for Academic Affairs' Report** – Provost Furst-Bowe announced that the Career Conference was being held in the Student Center this week, with literally hundreds of employers on campus. She also asked the Senates to provide representatives to the Dean of Students Search and Screen Committee.
- A. **Laptop Deployment/Refresh Update (Margy Ingram)** – Margy Ingram, Assessment and LTS, explained the Laptop Rollout which was given at the beginning of the semester. Every eligible undergraduate should have a laptop, as this was the fifth year of the e-Scholar Program. Refresh is the event where students exchange the two-year old laptop and accessories for a new computer. Deploy is the event where new students are issued a laptop followed by a 45-minute training session. Between August 30 and September 21, 2006, there were 4011 laptops deployed (for over a total of 6000 laptops on campus). There were 68 volunteers from the entire campus community who helped fill 108 time slots. Students who graduate in December will leave Stout with 2-year old models, as it is still considered a pilot project. However, if students wish to purchase a newer laptop, they can at a reasonable price. Next year, alternatives will be explored to extend hours and fill 156 time slots. Ingram concluded by encouraging everyone to volunteer (even retired faculty/staff).
- III. **Vice Chancellor for Administrative and Student Life Services' Report** – Vice Chancellor Moen encouraged everyone to attend the Focus 2010 Listening Sessions, as the campus priorities originate from these.
- A. **Open Enrollment for Health Insurance - Mary Kay Sankey, University Benefits Specialist**, explained that Health Insurance Dual-Choice Enrollment will be between October 9-27 for open enrollment this year. Tier assignments will remain the same as last year; however, the 2007 monthly premium rates will increase (from \$13 to \$108 depending on the Tier). The 2007 *It's Your Choice* booklet will be distributed to all employees via campus mail as soon as they're received; these should be kept as a reference guide for the entire year. Open enrollment this year includes the Spectera Vision Plan and Dental Blue. Sankey encouraged everyone to carefully examine and compare all information. The Health Fair will be held on Tuesday, October 17, with 39 different vendors, she concluded.
- B. **Morale Survey Revision Task Force (Attachment 1) – Meridith Wentz, Director of Budget, Planning and Analysis**, gave an overview of the Executive Summary. The project included 104 randomly selected faculty/staff with at least 20 people per employment category. A total of 60% of the faculty/staff that were contacted actually participated in the study. Results were analyzed to identify major themes (listed in order of the most common to least common): bureaucracy/processes; relationships; equity; workload; support; trust; physical facilities; what can I do; public perception; overall satisfaction; communication; recognition; no one listens; and appreciate opportunity to participate. Sub-themes were identified underneath each major theme. This was the first time that this much detail was given. Wentz also noted that the group was looking at benchmarking this report against one or other institutions, with a new survey being implemented this spring. Discussion ensued regarding if the Faculty Senate could take leadership

to break down barriers, or if other tools could be used to measure morale in other universities.

- C. **Morale and Job Satisfaction Committee Report; (Attachment 2 is Executive Summary):**
<http://www.uwstout.edu/bpa/spgretreat06/morjobsat.pdf> (the exec summary is on pages 4-5)

- IV. **Learning Values/Culture of Affirmation at Stout - Dan Riordan (Attachment 3) – Dan Riordan explained that the Culture of Learning pervaded Stout’s community and its culture was built on the belief that faculty, staff, administrators, and students help each other learn and grow. Everyone, in relation with everyone else on campus, were learners in a learning environment and help each other. The Student Engagement Report had much input into the creation of the document. One Senator asked Riordan what it meant by saying a “diverse” learning environment? Riordan replied that the document was left ambiguous to go in a number of various directions and the phrase focused more on instructors who teach differently (or more diversely), as opposed to focusing on affirmative action values.**
- V. **Keyserver Changes – Doug Wahl, CIO, explained that the Keyserver was a higher-end software user manager that uses Adobe products, maps, and other software. What distinguishes it from others was that it can be directed to the faculty and staff’s classes. For instance, faculty who teach students that use AutoCAD could get the software to run at the specific time of the class. It reserves the licensing to ensure that the students can have the software at the specific time needed, as well as enables faculty/staff to do version managements. Wahl explained that this has been done for the past six years, but was modified to include two legally-driven changes and one support issue. In the past, different applications were provided to clients, but the campus had no control where people were downloading their licensing and software. Now the process goes through a virtual private network service, which is a reliable and secure way to access the software. Updates to the link will be performed once a year. Wahl noted that students using older machines could have them updated individually, if needed. However, new students coming in will already have the newer updates on their laptops. Wahl reported that a new Campus Information Technology Advisory Council has been formed and representatives from each Senate would be needed. He requested feedback regarding any concerns and what the council should accomplish, as it was hoped to be used as a melting pot for new technology ideas.**
Keyserver main page - <http://software.uwstout.edu/keyserver/>
Campus Information Technology Advisory Council - <http://tis.uwstout.edu/citac>
- VI. **Ethics Statement Recommendation – Russell Group Presentation (Attachment 4; Lisa Diederich, Mike Dodor, Kristi Lund, and Mark Neidermyer) – Dennis Shaw, Chair of the Senate of Academic Staff, explained that the Chancellor would like input from both Senates regarding the report. Diederich explained that the team researched ethics statements from a broad spectrum of organizations including UW-System, other universities and educational institutions, corporations, and professional organizations and found them to be very similar. Over 80% of the colleges surveyed said that they should have a statement and it was the “right thing to do.” When the group researched these ethic statements, they found that they all contained the following top five values: strengthening integrity, provided basic principles to accomplish their mission, served the public interest in an ethical way, were an obligation to the public to maintain highest standards, and educating students in acquiring a sense of professional and personal ethics through modeling. The top five values embraced by the many and varied organizations researched were identical, though of differing priority: responsibility, integrity, honest, respect, and trust. When they examined the Baldrige criteria, they found that ethical responsibility was stressed and was a requirement. The group surveyed faculty, staff and students on campus and identified four core values: honesty, accountability, respect, and trust (which were almost identical to the other universities). The group recommends the following actions to be taken prior to embracing the statement campus-wide: to enlist the strong, visible support of the senior management of Stout; to continue the discussion of ethics within the campus community; to raise the community’s awareness and initiate dialog to foster a sense of involvement; and to develop a plan for continuous learning.**

- VII. **Other Announcements & Information**

MINUTES
FACULTY SENATE MEETING
OCTOBER 3, 2006

ATTENDANCE:

CHAIR: Forrest Schultz
VICE CHAIR: Interim Steve Schlough

SECRETARY: Anne Hoel
PAST CHAIR: Steve Schlough

PRESENT: B. Anderson, B. Bergquist, L. Bogner, T. Brantmeier, K. Carlson, J. Champe, S. Cole, K. Doll, J. Dzissah, G. Earl, B. Flom, P. Ghenciu, R. Howarton, T. Karis, A. Kirby, K. McDonald, M. Miller-Rodeberg, G. Neidermyer, A. Scott, J. Taylor, J. Watts, J. Weissenburger, K. Zagorski

EXCUSED: T. Allen, P. Calenberg, S. Nold, L. Stradins, R. Teleb, S. Terry

GUEST: Provost Furst-Bowe

I. Call to Order - 3:45 p.m.

II. Announcements and Information

- A. Professorships (Attachment 5) – Chair Schultz announced that there were two Dahlgren and one Maybelle Ranney Price Professorships available this year.
- B. Faculty Representatives’ Meeting (Forrest Schultz) – Chair Schultz explained that there were some updates from the Faculty Reps regarding UWS7, which was a New Business item on the Agenda and was surprised that some of the faculty reps did not support UW System President Kevin Reilly’s growth agenda for Wisconsin. As everyone goes forward in the budget process, Schultz emphasized that everyone must be on the same page.
- C. Chair Schultz stated that reporters from Channel 18 met with him regarding Polytechnic on campus.

III. Minutes of September 19, 2006 (Attachment 6)

Motion: Schlough/Bogner moved to approve the Minutes of September 19, 2006.

Vote: Passed unanimously.

IV. Committee Reports

- A. Planning and Review Committee (Brian Finder; Attachment 7) – For information only.
- B. Other – Interim Election Chair Schlough announced that ballots for the Faculty Senate Vice Chair, two Senators, and committee positions were due on October 11. Provost Furst-Bowe noted that ads were out for the Dean of the School of Education position, with candidates coming to campus for interviews in February. The starting date will be July 1, 2007.

V. Old Business

- A. Learning Values/Culture of Affirmation at Stout (Dan Riordan; from September 19 Faculty Senate Meeting) – Chair Schultz explained that this came out of one of the priorities last year and the Faculty Senate has been asked to provide feedback. Provost Furst-Bowe added that after both Senates and CAC endorse the document, it could be distributed to all employees as part of Stout’s culture. Discussion ensued that this could be a part of the new teaching/learning center’s workshops, placed on the web, put in the Handbook, etc. The phrase “culture of affirmation” has brought spirited discussion in one department and raised some ire on how it’s phrased. What is the philosophy behind that phrase? Schlough explained that there was a fine line, but the concept was that if you accept students into a program and they make progress, faculty would help guide them through. However, there was no guarantee that the faculty would need to pass them. Another Senator explained that discussions were occurring on campus where the phrase was coming into conflict regarding grade inflation and increasing the rigor of pilot programs requiring stricter requirements. Another Senator said she sees it from a different perspective—that Stout maintains the bar high, and that’s the affirmation point. If the students work hard, they can achieve to that point. However, it needs to be a two-way street and believing in someone’s abilities, but not lowering the students’ academic standards.

Motion: Bogner/Zagorski moved to table the item until Jane Henderson could come and speak to the Senate.

Vote: Passed unanimously.

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

Motion: Schlough/Scott moved to endorse the Recommendations from Russell Team to Propose and Ethics Statement.

Schlough suggested that this item needed to be brought back to the departments for feedback. If Stout endorsed an Ethics Statement, then the campus would need to live by it. Discussion centered on the fact that Stout already has rules and regulations in the Handbook; however, there were concerns about monitoring ethical behavior, too. UW System should have an ethical statement that they needed to follow. There is a huge difference between legality and ethics. One Senator said that it meant faculty modeling the ethical behavior to the students. Senator McDonald applauded the group for a job well done, and added that ethics needed to be imbedded into Stout's culture so the students do it. It shouldn't just be another piece of paper, but how will it come to life? What is honesty? It needs to be brought to life by having symbols and sayings put on the walls and in offices to remind everyone what it means. How do other companies imbed this into their corporations? It would definitely add value to Stout's students. Who would be the point of contact for compliance—the Dean of Students for the students—the Provost for the faculty? Ethical issues were different to deal with than behavior issues that don't come under "academic misconduct."

Motion: Bogner/ Scott moved to table the item until Senators could get additional feedback from their departments and constituents.

Vote: Passed unanimously.

C. Other

VI. **New Business**

- A. Elect Faculty Representatives to Senate and University Committees (Steve Schlough; Ballots will be brought to the meeting) – Chair Schultz distributed ballots to the group and announced that the Senate would also need a representative to serve on the Dean of Students Search Committee. Provost Furst-Bowe added that she hoped a decision would be made by April 1; however this would be a larger committee than the SOE Search one. Chair Schultz asked Senators to forward him a name by October 13.

Chair Schultz announced that an additional Senate representative would be needed to serve on Doug Wahl's Information and Technology Council. Discussion ensued regarding if the Senate Chair should automatically serve on this group. Schlough suggested trying this format for one year and then deciding if someone else should serve.

Motion: Schlough/Bogner moved to nominate Forrest Schultz, as Faculty Senate Chair, to serve on the Information and Technology Council.

Schlough called for the question.

Vote: Passed with 1 No and 0 Abstentions.

- B. Procedure for Sharing of University Reports (Forrest Schultz) – Chair Schultz explained that many important reports were shared with the Faculty Senate to help make strategic planning decisions and asked the group how they wanted to work with these types of reports. Did everyone agree to having the links included as part of the Agenda and the Executive Summaries as Attachments? Additionally, Schultz announced that he would try having the reports projected onto a screen during each meeting.
- C. 2005-2006 Annual Teaching Workload Report (Attachment 8 is Executive Summary) – Chair Schultz asked Senators how this could be used at the university level. Wentz replied that the data had been used in the past to develop rationale in requesting additional FTE for faculty positions. However, there were no diverse formulas for different departments regarding teaching and credit loads. Several Senators stated that there were inequities in departments that needed to be addressed. Discussion centered on the work week issue and that some tenured faculty show up less than other members of their department or colleagues, and the fact that some faculty teach evenings, online, weekends, etc., so the entire concept of a work week was nontraditional. There were many complications, as faculty presence does not equate to productivity. It would help if there was a faculty statement regarding how many days on campus people should be on campus—some departments say two days is enough. Chair Schultz noted that all department chairs would be meeting throughout the year and the shared information could help them. Schlough said that there currently was a policy in the Handbook from 1994 that had a very complex formula with many variables that Wayne Nero worked on. This came to the Provost's level and not forwarded to the Chancellor, as it was determined that it was too complex to administer. Perhaps the department

was a better level to supervise this. If the department chair does a good job in managing, people will have varying credit hours. One of the biggest issues occurs when some faculty attend campus for two days a week, but for 10-hour days; it doesn't allow enough availability for their students. Chair Schultz acknowledged that this was a huge topic and asked the Senators if a committee should be formed, or if it could be reviewed by the Personnel Policies Committee or the Educational Activities Committee. Senator McDonald said that he serves on PPC, but the committee would need a clearer charge from the Faculty Senate. Cole suggested narrowing the charge down for the committee to study workload inequity across the campus' colleges and departments, including credit hours. A full-time load is nine teaching load credits. Schlough asked the group what metrics PPC would use when analyzing the teaching load, as the metrics would be different when faculty teach lab classes. There is a difference between being equal and equity. When looking at other UW schools, there were universities with clearly delineated workload policies, and it would be desirable for PPC to examine these policies from comparable schools when considering their formula.

Full report can be found at: <http://www.uwstout.edu/bpa/ir/workload/wrkrep06.pdf>

- D. UWS-7 (Forrest Schultz; Progress Update) – Chair Schultz explained that the process has been slowed down by the Board of Regents and Stout's concerns were similar to the other campuses. Regent Michael Spector will re-draft the report as information for next week's Board of Regents' Meeting, with action being taken during their November meeting.
- E. Governance Engagement (Forrest Schultz) – Chair Schultz explained that this was discussed earlier in the meeting. Discussion centered on extending the Chair's term to two years (instead of one) and reanalyzing the structure of the Senate. Past Chair Schlough explained that years ago, the Faculty Senate was originally the same size as the Senate of Academic Staff, but was expanded to have one Senator from each of the departments to allow more communication and representation. Chair Schultz announced that interested faculty could view the Board of Regents Meeting this week by going into their link; he will forward the link to Joy for distribution to Senators.
- F. Campus Priorities Discussion (Forrest Schultz) – Chair Schultz announced that Faculty Senate will have its Priority Session on November 7. He distributed handouts explaining UW-Stout's Mission, Vision, Values, Goals and Priorities to the group and added that this topic would remain on the agenda so Senators could discuss priorities on campus.
- G. Other – Interim Election Chair Schlough announced the following election results:

General Education Committee -
Graduate Education Committee -
Admission & Credit Appeals Committee -
Positive Action Committee -
Sexual Harassment Education Committee -
Termination of Employment Committee -
West Central Wisconsin Consortium -

Jean Marie Dauplaise
Michelle Hamilton
Jana Reeg Steidinger
Don Cunningham
Don Cunningham
Tim Shiell
Michael Martin, Member and Mark Fenton,
Alternate

VII. Adjournment – 5:15 p.m.

Respectfully submitted,
Anne Hoel, Secretary

Recorded and prepared by,
Joy Evenson