

NOTES FROM MEETING OF THE COMBINED SENATES  
UNIVERSITY OF WISCONSIN-STOUT  
NOVEMBER 28, 2006  
BALLROOM C  
2:30-5:00 P.M.

The meeting was opened by Forrest Schultz, Chair of the Faculty Senate at 2:35 p.m.

**I. Chancellor's Report**

- A. UW-Stout Comprehensive Polytechnic University Definition**  
Doug Mell, new Director of University Communications, explained that the following Polytechnic University Definition would serve as a backbone when UW-Stout seeks the polytechnic designation from the Board of Regents.

*“UW-Stout is a comprehensive, career-focused polytechnic university where students, faculty and staff use applied learning, scientific theory and research to solve real-world problems, grow the state’s economy and serve society.”*

Allen questioned the paragraph and said that people may have difficulty deciphering the polytechnic definition after reading it. Mell explained that the polytechnic description was part of a larger paper that was divided into several sections and describes how polytechnic would apply to UW-Stout. Furthermore, the document goes into a brief history of polytech campuses in the United States, gives an analysis of how UW-Stout evolved into a polytechnic campus, why a polytech definition is important, and what it means for Stout. The document also is in the process of being reviewed by the Chancellor’s Advisory Council, where both Senate Chairs have opportunity for input. Mell added that the Chancellor felt comfortable with the description and was asking both Senates to endorse it. Chair Schultz added that it was a Faculty Senate business item later in the meeting. Senate of Academic Staff Chair Shaw asked if any of his Senators had any thoughts, to please e-mail him, as they wouldn’t meet until December 12.

- II. Vice Chancellor for Academic Affairs’ Report** – Provost Furst-Bowe announced that the Chancellor hopes to get permission from his doctor to return to work on a limited basis next week. However, he must stay away from crowds, so he wouldn’t be able to host the Retirement and Holiday Receptions. Provost Furst-Bowe reported that the Board of Regents would meet next week in Madison. UW-System President Kevin Reilly’s pay plan recommendation would be announced. The Board of Regents has the Holistic Admission Policy, Background Check Policy, and Stout’s M.S. in Information and Communication Technologies on their agenda. Chair Schultz asked Furst-Bowe how the proposed budget would impact UW-System. She replied that all state agencies would be affected, but specific budget reductions wouldn’t be known until the end of January.

**III. Vice Chancellor for Administrative and Student Life Services’ Report**

- A. ASLS Focused Initiatives and Annual Report (Attachment 1 & 2)** – Wayne Argo, Director of Human Resources, explained that the attachments were a combination of future planning procedures within the division. Focused Initiatives include plans for eliminating the use of social security numbers whenever possible, filling vacant leadership positions, implementing PeopleSoft modules, streamlining operations, and implementing the Kronos Timekeeping System. Argo noted that UW-Stout has remained the most energy efficient campus in the UW System, and over 25% of the tuition payments were made through the TouchNed e-commerce system.

- B. **COOP Activities (Attachment 3)** – Lisa Walter, Director of Protective Services, explained that this fall, UW System Administration announced an initiative called the “Continuity of Operations Planning (COOP)” for all UW Campuses. A federally operated plan, COOP is the planning to get an organization functional after a crisis or in the event of a disruption of service. UW-Madison is leading the effort for all campuses within the UW System and will follow the federal Office of National Security Coordination guidelines. They are scheduled to work with Stout beginning in 2007 and expect the process will take approximately two years. Walter noted that the campus would be informed as the plan progresses, distributed “UW-Stout’s Critical Incident Response Organization” to the group, and explained that it broke offices down by being either Strategic, Operational, or Field Operations functioning posts during a crisis.
- C. **Alumni Follow-up Study** - Meridith Wentz, Director of Budget, Planning and Analysis, gave an overview of the report’s executive summary. She explained that the survey was given every two years to alumni and their employers to assess student satisfaction and educational effectiveness. The surveys include questions about personal development in a variety of skill areas, preparation for employment, satisfaction with employment, quality of education and effectiveness of specific programs at Stout. The overall response rate on the alumni follow-up surveys (undergraduate and graduate) was 34% and 43% for the employer survey. The information is shared with program directors, the Program Review Committee, the Strategic Planning Group, and others on how to plan for students in the future.  
Here is the report from the Alumni Follow-Up study: <http://www.uwstout.edu/bpa/ir/gfu/afurep06.pdf>  
The appendices can be found here: <http://www.uwstout.edu/bpa/ir/gfu/2006index.htm>
- IV. **Other Announcements & Information** – Dennis Shaw, Senate of Academic Staff Chair, announced that the Senate’s List Server crashed recently and many names were lost that were signed up to receive Senate of Academic Staff information. He encouraged the group to have their constituents sign-in again.

**MINUTES  
FACULTY SENATE MEETING  
NOVEMBER 28, 2006  
BALLROOM C – (Following Meeting of the Combined Senates)**

**ATTENDANCE:**

**CHAIR:** Forrest Schultz  
**VICE CHAIR:** Jerry Kapus

**SECRETARY:** Anne Hoel  
**PAST CHAIR:** Steve Schlough

**PRESENT:** T. Allen, B. Anderson, B. Bergquist, T. Brantmeier, P. Calenberg, K. Carlson, J. Champe, S. Cole, K. Doll, B. Flom, P. Ghenciu, R. Howarton, T. Karis, Al Kirby, K. McDonald, M. Miller-Rodeberg, S. Nold, C. Rohrer, L. Stradins, J. Watts, J. Weissenburger, G. Wheeler, D. Tyson and R. Kemp for K. Zagorski

**EXCUSED:** J. Dzissah, G. Neidermyer, A. Scott, J. Taylor, R. Teleb, S. Terry, and K. Zagorski

**GUESTS:** Provost Furst-Bowe and W. Argo

- I. **Call to Order** -3:15 p.m.
- II. **Announcements and Information** – Chair Schultz announced that he attended the November Board of Regents’ Meeting in Madison and there are still many questions regarding the budget and compensation plan. He added that he would also be attending the December Faculty Representative’s Meeting on December 1.

III. Minutes of November 7, 2006 (Attachment 4)

Motion: Bogner/Bergquist moved to approve the Minutes of November 7, 2006.

Correction: Geof Wheeler said that he was present at the meeting.

Vote: Passed unanimously as corrected.

IV. Committee Reports

A. Planning and Review Committee (Attachment 5) – for information only.

V. Old Business

A. Other

VI. New Business

A. **University Priorities Discussion (Forrest Schultz) – Chair Schultz explained that the Faculty Senate was given an opportunity to give input and help shape the campus priorities during its November 7 meeting. He suggested that the Senate form a “Blue Ribbon Task Force” that could study possible priorities that they could bring to the Senate next semester in May. The following people volunteered to serve: Kitrina Carlson, Marcia Miller-Rodeberg, and Len Bogner. Much discussion ensued and focused on the best way to collect the information and to find out what the faculty issues were. Bogner stated that he felt it was a wonderful idea and was looking for wisdom and guidance from the Senate on how to be successful. Tyson recommended to begin by distributing a questionnaire to all departments for discussion during their meetings and then follow up from there, explaining that all faculty would have an opportunity to get in at the “grass roots level” by discussing various issues and possibilities. Schlough added that the items could have a direct effect on the students and/or faculty/instructors, and faculty were also more open to speak up during informal departmental meetings. Chair Schultz said that the Faculty Senate would ultimately endorse a proposal and added that the new learning communities that are popping up across campus could also be items for discussion. Senator Miller-Rodeberg said that they could get input from faculty regarding physical space, student/faculty relationships, scholarships for teaching and learning—anything that directly impacts the classroom and faculty morale. Chair Schultz asked Senators to e-mail the committee with any concerns or additional input.**

B. **UW-System Growth Agenda (Forrest Schultz, Attachment 6) - Chair Schultz explained that the Growth Agenda for Wisconsin was a plan to achieve access and affordability for UW students, boost economic growth for the state, and attract new dollars to the UW System. The document shows various projects that happening at each institution, including UW-Stout’s and UW-Eau Claire’s Chippewa Valley NanoSTEM Initiative. Chair Schultz said that he would like the Faculty Senate to endorse President Reilly’s Growth Agenda and distributed a resolution developed by UW-Stout’s Senate of Academic Staff to the group for information.**

Motion: Nold/Ghenciu moved to just change the “Senate of Academic Staff” to “Faculty Senate” within the document and accept it as written.

Weissenburger asked if paragraph 3 referred to present students or Wisconsin students/residents. Discussion ensued regarding other possible wording that could be used.

Vote: Passed unanimously.

- C. **UW-Stout Comprehensive Polytechnic University Definition (Forrest Schultz) – Chair Schultz explained that the Polytechnic Committee was implementing polytechnic for Stout. Doug Mell, University Relations, stated that faculty were encouraged to get involved in the beginning with the shaping of polytechnic for Stout. Additionally, the definition has many similarities to the Chancellor’s White Paper. Chair Schultz recommended that four Senators were needed to work with Mell, as well as other representatives from the Senate of Academic Staff, to analyze the report, provide input, shape the document, and report back to the Faculty Senate at its December 12 Meeting.**

The following Senators volunteered to serve: Alec Kirby, Steve Nold, Petre Ghenciu, and Renee Howarton. Discussion focused on what other polytechnic campuses have for their definitions. Allen said that he wouldn’t want it to define a vocational two-year tech program. Chair Schultz said that it was hoped that the designation would be approved during the May Board of Regents Meeting and concluded by saying the feedback coming in from many business leaders and state representatives have been very positive regarding the idea.

- D. **Grading Policy: Incomplete & In-Progress (EAC; Attachment 7) – Howarton explained that this item was for information until EAC receives an official charge from the Faculty Senate to act on the documents. Much discussion ensued regarding students who come in to their instructors and question an incomplete grade, various situations beyond the students’ control when these grades should be given, the difference between grades for undergraduates and graduates, and various problems with exceptions (“I” and “IP”).**

**Motion:** Nold/Miller-Rodeberg moved that the Faculty Senate charge EAC to explore the Grading Policy regarding “Incomplete” and “In-Progress” and to work with the Registrar’s Office to create a statement regarding Exceptions.

Nold called for the question.

**Vote:** Passed unanimously.

**Point of Order:** Chair Schultz recommended for the standing committee chairs (in this case, EAC Chair) to hear the Senate’s discussion and concerns regarding issues that affect the standing committees, if at all possible.

- E. **UWS 7 – Update (Forrest Schultz) – Chair Schultz stated that UW System Legal was in the process of revising the document’s wording. However, it was expected that it would be presented at the next Board of Regents’ Meeting.**

- F. **2008-2009 Academic Year Calendar (EAC; Attachment 8)**  
Senator Howarton explained that EAC studied many options regarding WinTerM and felt that this was the best one. Discussion focused on the possibility of having the Monday off after Easter, equal number of days per week, and having the calendar come before the Senate twice—the first time for information and the second for approval.

**Motion:** McDonald/Rohrer moved to approve the 2008-2009 Academic Year Calendar.

**Vote:** Passed with 1 opposed and 1 abstention.

- G. **Mandatory Declaration of Major (EAC; Attachment 9) – Ted Harris, member of the Educational Activities Committee, explained that Stout currently has no policy on the subject. If a student does not declare a major after earning/completing 45 credits, s/he may delay her/his graduation and may have difficulty scheduling courses as well. Undecided students are not retained at the same level as students who have selected a major. The proposed policy**

would recommend that upon earning 45 credits, every student must elect/declare a major. Exceptions to this policy may be petitioned through an advisor and granted by the Provost. Harris also added that EAC suggests that Stout should evaluate the policy, based on the statistics, after two years to determine its success. This policy could also be used to help the undeclared students make a decision. Allen asked if EAC considered the transfer credits that students bring in from other institutions, or students that attend Stout for the first couple of years, intending to transfer to another campus. Harris replied that EAC did and felt that the program directors could deal with these types of exceptions. Carlson stated that she advises students and feels it's a great policy that could be used to help advisors and students focus on future courses and credits. Nold said that it could also help the undecided people find their programs within a specific timeframe. Further discussion focused on possible negative impacts, what the rest of the UW campuses do, and putting a hold on students' registrations to take care of the issue. Allen explained that most importantly, these students help the campus by serving as a shock absorber. In the past, Stout lost a huge amount of dollars for falling short of its enrollment, and the undecided student population could help the campus. After more discussion ensued, the Faculty Senate agreed that the policy wasn't ready to be approved until more information could be provided.

**Motion:** Nold/Allen moved that the Faculty Senate table the Mandatory Declaration of Major with the stipulation that the EAC gather more data from the Budget, Planning, and Analysis Office.

**Vote:** Passed with two opposed.

Chair Schultz asked Senator Nold to submit the issues in writing to Donna Albrecht, EAC Chair.

#### H. Other

#### VII. Adjournment – 4:47 p.m.

Respectfully submitted,  
Anne Hoel, Secretary

Recorded and prepared by,  
Joy Evenson