

MINUTES
FACULTY SENATE EXECUTIVE COMMITTEE
MAY 4, 2004

ATTENDANCE:

CHAIR: Mike Galloy
VICE CHAIR: Steve Schlough

SECRETARY: David Johnson
PAST CHAIR: Tom Allen

PRESENT: D. Albrecht, S. Cole, M. Decker, L. Koepke, B. McAlister, K. Parejko, A. Ramage, R. Rothaupt, D. Tyson

GUESTS: Chancellor Sorensen, R. Sedlak, C. Smith

Call to Order – 2:33 p.m.

II. Announcements and Information

A. Annual Faculty & Academic Staff Retirement Dinner, May 7, 2004 (Galloy)
Retirees attending include Sue Beckham, Glen Miller, and Mary Riordan

III. Minutes of April 20, 2004 (Attachment 1)

Motion: Decker/Ramage moved to approve the Minutes of April 20, 2004.

Vote: Passed with two abstentions.

IV. Chancellor's Report – Chancellor Sorensen distributed a memo that he sent to the committee members and the charter for the “Special Task Force to Propose Plan for Enrollment Management” and asked that this item be placed on the May 11 Agenda. The Chancellor explained that this special task force will review and study current enrollment models and practices and propose a long-range plan for recruitment, including a process for continuous review of the effectiveness of the plan.

V. Vice Chancellor for Academic Affairs' Report – Provost Sedlak stated that he was meeting with the associate deans to address any remaining problems regarding block scheduling. He said that 1200 additional classroom seats were released to help freshmen and sophomores get the classes they need. He added that the student feedback he was receiving showed that they were appreciative of the extra effort the campus was doing to alleviate this problem. Parejko applauded the Chancellor's and Provost's responsiveness to the issue. Sedlak said that they were doing everything they possibly could to remedy the dilemma and that it was only temporary. He concluded his report by stating that they were looking at space management issues as well.

V. Vice Chancellor for Administrative and Student Life Services' Report – 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 need not attend Senate meetings unless there are specific agenda items from their committee on the agenda. Reports 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 distributed CIC's end-of-the-year report. This item will be placed on the May 11 Faculty Senate Agenda.
- B. Educational Activities (Donna Albrecht) – Albrecht said that she had an item under Old Business, the Grade Change Policy and Procedure, that would be discussed later.
- C. Elections (Steve Schlough)
- D. Finance Committee – Galloy reported that this group would be meeting toward the end of the week to elect a chair and for distribution of the committee's Bylaws.
- E. General Education (Ken Parejko) – Parejko said that the letter from Provost Sedlak regarding the new model for the assessment of General Education was sent out.

- F. Graduate Education Committee – Galloy stated that this group would meet later in the week to elect a chair and receive their committee Bylaws.
- G. Personnel Policies (Anne Ramage) - Ramage distributed the Post Tenure Review Policy to Senators. This item will be placed on the May 11 Agenda.
- H. Planning & Review (Dick Tyson) – Tyson distributed the PRC Report to the group and said that the B.S. in Technology Education was approved. He asked Galloy if there would be a summer Senate meeting. It was decided that any business could be held until the first fall Senate meeting. The Executive Committee gave Tyson approval to combine the Ed.S. in School Psychology and the M.S.Ed. in School Psychology when they come forward for approval, as well as the M.S. Career and Technical Education and the Ed.S. in Career and Technical Education when they come forward.

Other

VIII. Old Business

- A. Grade Change Policy and Procedure (Albrecht; Attachment 2) – Albrecht explained that she included a diagram that showed the flow of the new procedure and then gave an overview of the document. Decker asked Albrecht how the hearing chair would be selected and if he/she would have enough classroom experience to help make a professional decision. Ramage said that the hearing chair does not vote unless to break a tie, and that she and Joan Thomas served as the hearing officers on campus. Ramage said that she had teaching experience, but Thomas did not. A suggestion was made to include the word, “instructional,” if the case involved an instructional situation, and to use academic staff if the case involved an academic staff member, or faculty if it involved a faculty member. Allen suggested leaving the document more flexible and that it could always be made more stringent later. He said that students and faculty should respect the process and asked the group if the Positive Action Committee could serve as a back-up when the committee needed additional members to serve. McAlister asked Ramage how many grade change disputes she saw per year. Ramage replied that they rarely happen. Chancellor Sorensen added that he’s only seen one grade change case since he’s been at Stout. Discussion ensued regarding how a student could appeal the committee’s decision. Ramage suggested that a student could appeal the committee’s decision with the Provost, if needed, and he would make the ultimate decision. It was agreed that this would be the process used. Albrecht said that she would make the revisions and the item would be placed on the May 11 Faculty Senate Agenda.

B. Other

IX. New Business

- A. Implementation of UW/WTCS Transfer Initiatives and Report of the UW System Academic Advisory Group on Credit Transfer (Galloy; Attachments 3 and 4) – Chair Galloy explained that he serves on the UW-System Committee for Credit Transfer and the attachments showed UW System’s recommendations. Overall, he explained that the process would simplify the articulation process and transfer up to 30 credits by a “course-by-course basis. (Only 15 credits could be transferred in the past.) Additionally, the two systems would continue to develop “2+2” degree completion programs where WTCS students would be able to transfer additional courses toward a UWS four-year degree. This item will be placed on the May 11 Agenda for information.
- B. UW-System Wisconsin Technical College System Transfer Plan and Implementation Process (Galloy; Attachment 5)
- C. Other
 - 1. Post Tenure Review Policy - Ramage explained that PPC reviewed information gathered from the focus groups to revise the policy. Galloy noted that the Senate Office received many calls last fall asking if there was a consistent policy in place or forms people could use to help them with the tenure process. Smith suggested a friendly amendment to replace the words, “regard to,” with the word, “alignment.’ It was agreed that the revised document would go forward for the May 11 Faculty Senate Meeting.

2. **McAlister said that he was concerned that some students were repeating the same course many times and asked the Executive Committee if a policy could be developed to help the situation. It was agreed that EAC would be charged next year to look into the problem.**

X. Adjournment - 3:45 p.m.

**Respectfully submitted,
David Johnson, Secretary**

**Recorded and prepared by,
Joy Morical**