

MINUTES
FACULTY SENATE EXECUTIVE COMMITTEE
SEPTEMBER 11, 2007
CEDARWOOD ROOM
2:30 – 4:30 P.M.

ATTENDANCE:

CHAIR: Jerry Kapus

SECRETARY: Ned Weckmueller

VICE CHAIR: Forrest Schultz (interim)

PAST CHAIR: Forrest Schultz

PRESENT: S. Cole, J. Champe, B. Flom, J. Rompala, G. Ruenger, S. Springer, D. Vanden Bloomen

EXCUSED: A. Block, B. Murphy

GUESTS: Chancellor Sorensen, Provost Furst-Bowe, Dennis Shaw, Doug Mell

I. Call to Order – 2:37 p.m.

II. Announcements and Information – Chair Kapus announced that Janell Reitz, School of Education, will be the new University Services Program Associate in the Senate Office, beginning on September 24. Joy will work with her for one week before leaving on Oct. 1 to become the new Academic Department Associate for the Department of Military Science.

III. Minutes of May 1, 2007 (Attachment 1)

Motion: Flom/Schultz moved to approve the Minutes of May 1, 2007.

Vote: Passed unanimously.

IV. Chancellor’s Report – Chancellor Sorensen reported that the state’s budget was still undecided. However, the campus carefully spent some one-time dollars for several of its carry-over money items (marketing, branding, Honors Program, Admissions Office), but hasn’t spent any base dollars. He asked the group to please inform their colleagues that the campus would have a huge bill from PeopleSoft; however, UW-System is in the process of trying to find a way to make it less painful for the campuses.

V. Vice Chancellor for Academic Affairs’ Report – Provost Furst-Bowe reported that that she will find out the official number of enrolled students on campus in one of her meetings next week. Richard Tafalla will be serving as her official representative (instead of Janice Coker) on the Educational Activities Committee. Coker will remain serving on the Curriculum and Instruction, Planning and Review, Graduate Education and General Education Committees. Claudia Smith will remain her representative on the Personnel Policies Committee and Holly Teuber would serve on the Ethnic Studies Committee. Shaw asked if Jane Henderson could attend an upcoming Meeting of the Combined Senates to present a report concerning the Laptop Rollout. Provost Furst-Bowe replied that she would ask her to give an update.

VI. 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) – no report.

B. Educational Activities – no report.

C. Elections (Forrest Schultz) – Schultz reported that the Promotion Committee ballots would be counted on September 17. Nominations are still out for many Faculty Senate and university committees, including Faculty Senate Vice Chair.

- D. Finance Committee (Bill Murphy) – no report.
- E. Graduate Education Committee (Gene Ruenger) – Ruenger reported GREC met, but decided to postpone electing officers until the new members were elected to the committee.
- F. General Education (Alan Block) – Chair Kapus explained that Block was just elected on September 7 and was only informed about today’s meeting this morning.
- G. Personnel Policies (Dennis Vanden Bloomen) – Vanden Bloomen stated that PPC would meet on Friday, September 14, at 1:30 p.m. and have received a request from Provost Furst-Bowe to review the Definition of Teaching, Scholarly Activities, and Service.
- H. Planning & Review (Brian Finder) – Chair Kapus noted that PRC would also meet on September 14 to elect a new chair.
- I. Other

VIII. Old Business

- A. Faculty Workload (Attachment 2) – Chair Kapus explained that this item was one of last year’s University Priorities. The Personnel Policies Committee analyzed the policy and brought their recommendation to the last Faculty Senate Executive Committee Meeting last spring. It now needs to go to the full Senate. The group agreed to place this item on the October 2 Faculty Senate Agenda.
- B. Other

IX. New Business

- A. Need to Elect 2 New Assistant Marshals (to replace Gladys Earl and Donna Albrecht, who retired; Attachment 3) - Dennis Shaw, Chair of the Senate of Academic Staff, explained that he requested an academic staff member to serve as one of the Assistant Marshals last spring, and the Education Activities Committee was charged to determine if this was feasible. Shaw asked if an academic staff member could participate in the commencement ceremony in December or have a one-year appointment. The group suggested for Kapus to ask EAC to make their recommendation by the December commencement.
- B. B.S. in Family and Consumer Sciences Program (Attachment 4) – This item will be placed on the September 18 Faculty Senate Agenda.
- C. M.S. in Mental Health Counseling Program (Attachment 5) – This item will be placed on the September 18 Faculty Senate Agenda.
- D. Graduate Education Committee – Second Master’s Degree (Attachment 6) – It was agreed to postpone this item until Ruenger could send Joy the old and new word changes.
- E. Discussion of Faculty Senate Sponsoring Separate Listening Sessions concerning Alignment with Program Directors, Department Chairs, and/or Faculty - Chair Kapus asked the group if the Faculty Senate should host its own Alignment Listening Session that could take place during the week of October 8, with a final vote taken during the October 16 Faculty Senate Meeting, which would be forwarded to the Provost. Then after the two models were narrowed down, another vote could take place on December 11, so the Provost could have the Faculty Senate input in making the final decision. It was agreed that this procedure be used.

Chair Kapus then asked if the Program Directors and Department Chairs should be given another opportunity for input. Much discussion ensued and Schultz volunteered to spearhead the sessions.

- F. Charge to PPC regarding Definition of Teaching, Scholarly Activities, and Service and the Process of Sending Charges to the Faculty Senate Executive Committee (Attachment 7) – Chair Kapus stated that the definition could change with on-line teaching. Vanden Bloomen noted that the PPC analyzed the Service definition last year after it was sent out by Sue Foxwell. The group liked the definition given (without being too specific) in the Handbook, and it was sent to every department on campus asking them to either affirm the policy or create their own. However, the Definition of Teaching still needs to be examined, especially

in regard with on-line teaching, and Vanden Bloomen said he would include it as one of PPC's tasks for the year. Discussion centered on who checks that the bylaws and policies are in compliance with university policy, as well as the accountability of research. The Provost said it would be helpful that this could be reviewed on a regular cycle. Cole suggested that if there was no update recommended, the date could just be changed in the Handbook stating that the document was reviewed. The Provost and Vanden Bloomen agreed. Weckmueller asked the group who decides whether or not what the departments have done were in compliance; it means nothing if there wasn't someone holding them accountable. Vanden Bloomen replied that PPC would gather and review the information and report back to the Faculty Senate. Additionally, a Promotion Application Workshop would be held on September 14, where he would check with Karen Martinson if the departmental definition couldn't be included in the promotion application material. Schultz agreed and said that it should be written down. Cole suggested that Kapus inform the entire Faculty Senate of any charges given to the standing committees.

There was a general discussion regarding the procedure for sending requests and charges to the Faculty Senate's standing committees. The group recommended for any requests to come first to the Faculty Senate Executive Committee. That way, the charge could directly come from the Faculty Senate Chair (if the group decides it's valid and should go forward). The process would also help the Chair manage what the committees were doing better. Rompala suggested that the recommendations also include the reason why it was being sent, along with any pertinent background information.

- G. **Recommendations Concerning Sick Leave Reporting (Attachment 8) – Chair Kapus** explained that this item was carried over from last year, and UW-System needed a response by October 31, 2007 regarding collegial and sick leave coverage. The Regent's subcommittee unanimously supported eliminating the use of collegial coverage in place of reporting sick leave. The Chancellor noted that the major concern was when the sick leave was prolonged. Chair Kapus read the four options to the group and asked their recommendation. After much discussion, it was agreed for Kapus to attend the September 28 Faculty Representatives Meeting in Madison to hear what the other campuses were proposing and bring a recommendation to the October 16 Faculty Senate Meeting. Schultz agreed and added that there were thirteen campuses that could suggest interesting ideas that could be used for Stout's recommendation. It was agreed that this item be placed on the September 18 Faculty Senate Agenda and for Kapus to bring some recommendations back for discussion during the October 16 Faculty Senate Meeting.

H. **Other**

X. **Adjournment – 3:47 p.m.**

Respectfully submitted,
Ned Weckmueller, Secretary

Recorded and prepared by,
Joy Evenson