

**AGENDA**  
**FACULTY SENATE EXECUTIVE COMMITTEE**  
**SEPTEMBER 13, 2005**  
**NORTHWOODS ROOM**  
**2:30 – 4:30 P.M.**

**ATTENDANCE:**

**CHAIR:** Steve Schlough  
**VICE CHAIR:** Forrest Schultz

**SECRETARY:** Anne Hoel  
**PAST CHAIR:** Mike Galloy

**PRESENT:** D. Albrecht, B. Anderson, S. Cole, J. Dzissah, B. Finder, L. Koepke, K. Mauldin, K. Parejko, G. Ruenger

**EXCUSED:** K. Martinson, B. Murphy

**GUESTS:** Chancellor Sorensen, J. Furst-Bowe, D. Moen, C. Smith

**I. Call to Order - 2:30 p.m.**

**II. Announcements and Information – Chair Schlough announced that the Chancellor was looking for faculty nominations this week (2-3 names to choose from) to serve on the CIO Search and Screen Committee. Steve Cole was interested in serving; the Faculty Senate would endorse these names next week. A faculty representative was also needed to serve on the Chancellor’s Coalition Addressing Problem Drinking.**

Schlough asked the group if the digital campus went better than usual for everyone this fall. He spoke with Doug Wahl, and Wahl felt that it was one of the smoothest transitions the campus ever had. Sorensen added that he received only one complaint when the server was down.

There are 10 Sabbaticals available and 8 if there are no full-year sabbaticals awarded for 2005-2006. The Promotion data has yet to be determined, but should come out in October.

**III. Minutes of May 3, 2005 (Attachment 1) – Galloy/Koepke moved to approve the Minutes of May 3, 2005.**

**Correction:** Parejko said that on Page 2, Item F, the word, “Ruenger,” should be deleted.

**Vote:** Passed unanimously as corrected.

**IV. Chancellor’s Report – Chancellor Sorensen announced that he was bringing some charges to the Faculty Senate, which would be addressed under New Business. He reported that the Board of Regents met last week and the Science Building project has been approved. The Golf Enterprise Management Program will have its second reading in November; the first reading went well. Parejko asked when the Science Wing would begin its construction. The Chancellor replied that it would have its ground breaking within one-two years, with the project scheduled to end in 2009. Galloy asked if the \$5 million for faculty retention had been approved. The Chancellor replied that it had been and was allocated through the deans, who made the decisions, and Provost’s Office. Moen added that Stout received \$60,000, as the money was proportionately divided between the campuses.**

**V. Vice Chancellor for Academic Affairs’ Report – no report.**

**VI. Vice Chancellor for Administrative and Student Life Services’ Report – Vice Chancellor Moen asked Chair Schlough if she could bring two items to the Senates next week. The first would be an Employment Policy document and the second, the Annual Teaching Workload Report. The new Travel Contract and Procedures were being finalized and should be available by mid-October; however, Stout must be in compliance before then. General sessions are planned to be held on campus to inform people of the final language from System. Moen concluded by saying that she would bring any additional information concerning the campus’ budget reductions to the Senates as she receives it.**

Chancellor Sorensen added that the CIO position was currently being advertised in ten different areas, and it was hoped that the search process could be completed by November.

**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 reported that CIC would meet on September 22.
- B. Educational Activities (Donna Albrecht) – Albrecht stated that EAC would meet on September 16.
- C. Elections (Forrest Schultz) – Schultz reported that Promotion ballots would be counted on September 15.
- D. Finance Committee (Bill Murphy) - Schlough said that this committee didn't meet last year, but there was some rationale to keep it in existence. He spoke with Bill Murphy and he said that they plan on meeting this year.
- E. Graduate Education Committee (Gene Ruenger) – Ruenger reported that GREC would meet on September 19.
- F. General Education (Ken Parejko) – Parejko stated that GEC met on September 9 and he was re-elected as Chair. The group discussed the General Assessment Process and last summer, worked on evaluation materials received by department chairs. The group has completed the assessment of the materials and were working on compiling a matrix. Some results were very good; some not so good. A General Education Assessment will take place every spring. Schlough gave GEC the charge from the Chancellor and asked that a report should be given to the Faculty Senate by the committee by February.
- G. Personnel Policies (Karen Martinson) - Schlough distributed the PPC report to the group and announced that there would be two Promotion Application Workshops held this year to help people who were applying for promotion this year and/or next year.
- H. Planning & Review (Brian Finder) – Finder reported that PRC would meet on September 16 to discuss any pre-work needed to review the course material.
- I. Other

**VIII. Old Business**

- A. Other

**IX. New Business**

- A. Committee Structure and CAC (Steve Schlough) – Chair Schlough explained that the Strategic Planning Committee (STRAP) would not meet separately, as they have done in the past, but would be joined with the Chancellor's Advisory Committee (CAC) and meet three times a year with the group. Schlough stated that the Faculty Senate reps on STRAP this year were himself, Forrest Schultz, Mike Galloy, Anne Hoel, and Renee Howarton.
- B. Committee Handbook Changes (Steve Schlough) – Chair Schlough announced that all of the Faculty Senate Standing Committees included representation from the School of Education. However, some university committees still needed representation and Handbook changes needed to be made accordingly.
- C. Electronic Distribution (Steve Schlough) – Chair Schlough asked for anyone who wanted paper copies of the meeting packet materials to sign the paper he distributed. He said that the agenda and packet would always be distributed electronically as well, and asked for Senators to send any agenda items to Joy electronically for distribution.

Provost Furst-Bowe arrived and reported that people receiving retention money would receive an e-mail informing them. Galloy asked Furst-Bowe what the criteria was for determining who would receive the funds. Furst-Bowe replied that the finalized criteria was determined by the deans and Chancellor and that the funds were given to help retain marketable individuals and to match counter offers in demanding fields. Galloy suggested

that the information should be shared with the campus to help foster more open communication between administrators and faculty/staff and asked if this would be recurring. Furst-Bowe replied that it was a one-time funding for this biennium. Cole asked if faculty and academic staff were eligible for the retention money. Furst-Bowe replied that it was only given to faculty.

- D. **Chancellor's Charge to Committees (Steve Schlough; Attachment 2) – Chair Schlough stated that the Chancellor had given four charges to the Faculty Senate's standing committees as a follow-up to the 2005 Chancellor's Advisory Council Retreat meetings.**

The first charge was asking the Faculty Senate and the General Education Committee to review the General Education objectives, requirements, and courses, as these haven't been updated for over a decade. The Chancellor added that one of biggest issues was globalization and the economy. The campus was being challenged in the General Education Program so that all students have an awareness of what's offered. Chancellor Sorensen would like Faculty Senate's recommendations by May, 2006.

The second charge was asking the Faculty Senate and the Educational Activities Committee to review and make recommendations concerning four items that were identified as areas for improvement by faculty and staff during the campus' 2004-05 planning process. The Chancellor would like Faculty Senate's recommendations by May, 2006:

1. **Mandatory declaration of major by the end of the student's third term**
2. **Freshman attendance policy**
3. **Student progress policy (requirement that student complete core courses in English, analytic reasoning, natural science, and speech by end of their second year)**
4. **Review of policies related to Academic Standing with regard to cumulative GPA**

The Chancellor also has charged the Faculty Senate and CIC Ethnic Studies Advisory Committee to review the Ethnic Studies course offerings and report on any recommended changes, additions, and improvements to the Ethnic Studies requirement by May, 2006. Chancellor Sorensen added that Plan 2008 was a university priority for 2005-06, and the campus was seeking to improve and enhance all aspects of service and education related to diversity.

The fourth charge was requesting that the Faculty Senate review the curriculum approval and review process and recommend ways to help streamline the procedure for improved efficiency and effectiveness by December, 2005.

Much discussion ensued regarding each charge and reasons why the charges were given. Schlough said that each charge would be examined by the appropriate committee. Smith recommended that the Faculty Senate could give departments some guidelines that could help give direction for streamlining new courses through the approval process better and noted that the laptop curriculum also needed to be updated.

Chair Schlough asked Senators that if they or their constituents had anything they wanted placed on the agenda, to let him or Joy know. He also announced that he would not be able to attend the September 27 Executive Committee Meeting, and Vice Chair Forrest Schultz would chair the meeting.

- E. **Other**

- X. **Adjournment – Galloy/Maudlin moved to adjourn at 3:45 p.m.**

Respectfully submitted,  
Anne Hoel, Secretary

Recorded and prepared by,  
Joy Evenson