

MINUTES
FACULTY SENATE EXECUTIVE COMMITTEE
JANUARY 25, 2005

ATTENDANCE:

CHAIR: Mike Galloy
PAST CHAIR: Tom Allen

VICE CHAIR: Steve Schlough
SECRETARY: David Johnson

PRESENT: D. Albrecht, S. Cole, A. Hoel, L. Koepke, M. Ondrus, K. Parejko, A. Ramage, G. Ruenger, D. Tyson, K. Zimmerman

EXCUSED: B. Murphy

GUESTS: Chancellor Sorensen, D. Moen, C. Smith

I. Call to Order - 2:28 p.m.

II. Announcements and Information

- A. Technical College Initiative Task Force – Chair Galloy explained that the Task Force examined various processes, so UW-Stout could portal with the technical colleges. The group met with the Provost, Deans, and several technical college presidents; each presented their side. As a result, the Task Force was proposing to plan for a very generic completion degree that would articulate with the associate degrees that the technical colleges offer. The Task Force recommended for UW-Stout to submit an Entitlement to Plan to UW-System. After UW-System gives its approval, the campus could make further plans. Chair Galloy noted that it was desired to enhance and build on Stout's goals and the credits that the students already have. The process was now in Dean Murphy's hands, so CAS could design a working interdisciplinary degree and how it could function within the UW-System. Chair Galloy concluded by explaining that this subcommittee had completed its work, but he would continue to serve on the broader CAS committee as an advocate to help bring the Technical College Initiative to completion. Chancellor Sorensen stressed that it was imperative to develop a process that would streamline Stout's course approvals. He explained that sometimes the campus must wait over a year-and-a-half for some of their programs to be approved.
- B. Program Alignment Task Force - Chair Galloy explained that the Task Force discussed various program alignment options, agreed that things needed to be done differently, and came up with some ideas. Steve Schlough and Mike Galloy drafted a proposal for a polytechnical group, that would help address budget issues, student enrollment issues, etc. Schlough explained that the proposal calls for a separate entity that would examine customized instruction, off-campus degrees, and include an approval process. Three technical colleges would have an on-line component linked to Stout, and there would be a Board of Directors (comprised by members from Stout and the tech colleges), that would help move the degree completion requirements through. Schlough stressed that this was still in the concept stage, but it could also be used as a model to expedite things at the System level. If it could be self-funded, resources shouldn't be an issue. Control could still be maintained by the college/school, as the courses/programs would be approved by them and meet university criteria, he concluded.

III. Minutes of November 30, 2004 (Attachment 1)

Motion: Ramage/Tyson moved to approve the Minutes of November 30, 2004.

Vote: Passed unanimously.

- IV. Chancellor's Report – Chancellor Sorensen reported that the Governor's Budget Address would be held on February 7 and there still could be another 10% reduction for UW-System. Campus representatives met with Senator David Zein, who is on the Building Commission, recently to lobby for the Science Wing and Harvey Hall Theatre projects; it is hoped that planning and funding should be coming this biennium. The Chancellor reported that nine more projectors were stolen from campus Wednesday night and that he will form a group to determine how to make the campus, including classrooms, more secure. Vice Chancellor Moen stated that security officers would be assigned to patrol buildings and residence halls and make their presence known. She asked the group to send her or the Chancellor any suggestions they may have relating to the issue.

- V. Vice Chancellor for Academic Affairs' Report – no report.

- V. Vice Chancellor for Administrative and Student Life Services' Report – Vice Chancellor Moen reported that Stout's technical and laboratory upgrades were a budget priority, but they were struggling to find enough base money in order to have the labs renewed. However, she noted, there was some one-time money available this year, and it was hoped to do some lab renewals yet this spring. Moen said that two Budget Forums would be held on campus on February 14 and 17 in response to the Governor's Budget Address. Moen asked if she could bring the final reports for the 2004 National Survey of Student Engagement (NSSE) and the 2004 Faculty Survey of Student Engagement (FSSE) to the February 1 Faculty Senate Meeting. The Executive Committee agreed.

A Senator asked the Chancellor how the recent visit with President Reilly went. The Chancellor replied that Reilly was an articulate, hard-working President. A person who was open, honest, willing to listen, accept new ideas, and to make recommendations that no one else has made before.

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) – no report.
- B. Educational Activities (Donna Albrecht) – Albrecht said there was an item on the Agenda under Old Business.
- C. Elections (Steve Schlough) – Schlough reported that ballots for the Faculty Senate election would be mailed out to all faculty later in the week; however, there was still a vacancy for the Secretary position.
- D. Finance Committee (Bill Murphy) – no report.
- E. Graduate Education Committee (Gene Ruenger) – Ruenger reported that the committee was moving right along.
- F. General Education (Ken Parejko) – Parejko reported that GEC would meet on February 11. The most active project, course-embedded general education assessment, continues to progress. He and Julie Furst-Bowe met with faculty at workshops during Professional Development Week. Department Chairs are aware of what needs to be done this semester regarding the first roll-out of their general education course assessments. Although there is a varying degree of enthusiasm about this aspect of general assessment, Chairs and faculty are aware that it is something that needs to be done.
- G. Personnel Policies (Anne Ramage) – Ramage reported that PPC met on January 24 and Kevin McDonald was elected the new Vice Chair. She said that she would distribute the 2005-06 Salary Guidelines and the 2005 and 2006 Tenure Guidelines under New Business later in the meeting.
- H. Planning & Review (Dick Tyson) – Tyson reported that PRC would meet on January 28 to hear the hearings for programs up for review this year. He said that the Program Review Process and programs that were reviewed in 2003-04 were now on the Faculty Senate website under the Planning and Review Committee.
- I. Other

VIII. Old Business

- A. Grade Review and Policy Procedures

Motion: Albrecht/Tyson moved to approve the Grade Review and Policy Procedures.

Albrecht explained that one revision was made by the Executive Committee late last spring and placed on hold over the summer. EAC re-examined the policy and System Legal was contacted regarding some wording. Albrecht said that she attached EAC's minutes to help give additional background. She noted that the committee reviewed all the policies across the UW-System and no one else included the Provost as part of their process, so the committee agreed that Stout's policy should be worded the same way.

Smith clarified her concern that the proposed document does not include the Chancellor or Provost in the approval process and explained that she had a conversation with System Legal concerning other grade change issues that have come to her. Administration was legally accountable, and whether it was stated in the policy or not, administration does reserve the right to intervene when necessary. In not mentioning the possibility of appeal to the Provost, the policy may mislead students

or faculty into thinking that a final appeal was not possible. Much discussion ensued. Allen said that if the committee's recommendation went to the Chancellor/Provost, the policy should make it clear that the authority would reside at that level for the final action. It was recommended that Albrecht and Allen would revise the final sentence and bring it to the Faculty Senate Meeting on February 1.

Vote: Passed with 1 No.

IX. New Business

- A. **Vote for Members to 2005 Named Professorship Committee (ballots will be brought to the meeting) –** Schlough distributed ballots to the group to vote for one representative from each college, school, and At-Large. Schlough asked members to remove Abel Adekola from At-Large and move him to CTEM on the ballot before voting. Smith asked Schlough if she and Hall should be listed under At-Large, as they were administrators. It was decided to leave these people where they were so a representative could be voted upon. Galloy and Schlough agreed to examine the category of “Others” on committees, as this group had fewer members each year. Ballots were tallied after the meeting and the following people were elected:
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|------------------|-----------------------|
| CTEM: | Bob Hendricks |
| CAS: | Bea Bigony |
| CHD: | Denise Skinner |
| SOE: | Howard Lee |
| At-Large: | Pinckney Hall |
- B. **Dean's Evaluations (Mike Galloy) Chair Galloy reported that the Dean's Evaluations were compiled during the semester break and the numerical results were available in the Senate Office. He and Vi Jones, Senate of Academic Staff Chair, would be meeting with each Dean and the Provost to give them the results.**
- C. **Grade Review Policy and Procedures (Donna Albrecht; Attachment 3) – was covered above under Old Business.**
- D. **Regents Teaching Excellence Awards ((Mike Galloy; Attachment 4) – Chair Galloy asked the group to share this information with their colleagues and noted that no one from Stout had ever received this award.**
- E. **Merle Price Award of Excellence for Faculty and Academic Staff (Mike Galloy; Attachment 5) - Chair Galloy explained that this was a new award funded by the McCord Family Trusts. As a faculty member and Dean of Men, Merle Price exemplified a deep commitment for the welfare of students. In his name, the McCord Family Trusts have funded an annual award for outstanding service for tenure-track faculty (\$3,000) and a second award for outstanding service by academic staff (\$1,000). He encouraged everyone to apply if interested.**
- F. **Proposed Policy on Electronic Disruptions of Class (Mike Galloy; Attachment 6) – Chair Galloy explained that Alan Scott forwarded him this item for possible Faculty Senate action and asked the group if it should be brought to the full Senate. Schlough suggested that it looked like a syllabus issue to him and recommended that it shouldn't go forward to the Senate. Cole agreed and said that he covers this by having a discussion of classroom etiquette with his student to make them aware that it disturbs everyone. The rest of the committee agreed. Galloy said that he would respond to Alan Scott regarding the consensus of the group.**
- G. **Jeff Russell Workshops – Assistant Vice Chancellor Smith explained that she and Chair Galloy sent an email to faculty and academic staff senators inviting them to participate in two leadership workshops, which would be offered on February 15 and March 22. She noted that they were funded by a Professional Development Grant and explained that the intent of the workshops was to develop leadership training and skills for the campus governance groups, provide some “grass roots” recruiting of new instructional personnel who are interested in participating in governance activities, and offer information and opportunity to get people involved in serving on campus committees. Chair Galloy said that the workshops would be held during regular Faculty Senate meeting times, so the Senate would not meet during those days. Smith said that faculty and academic staff could nominate other people (please get their permission first) or self-nominate by calling Joy in the Senate Office, x1789.**
- H. **Other**
1. **Chair Galloy stated that he would like to follow-up on the Chancellor's concern regarding possible ways to streamline the curriculum process by forming a task force to study the issue. He asked Steve**

Cole, as Chair of the Curriculum and Instruction Committee, to be a member, and said he would also serve. Tricia Aspen, Secretary to CIC, could also be a member, he noted. Cole asked Galloy if there were other comparisons that could be studied. Galloy replied that the task force would examine past performances of past course approvals to determine if there were any barriers that could inhibit faculty and the courses approved. Cole noted that there were many steps to the timeline; if the timing was right, it could take as little as three months for a course to be approved. However, there were also hidden things, such as the amount of data that needed to be studied/approved, that also needed to be examined. Chair Galloy said that he would take this item to the Faculty Senate and ask for additional volunteers who would be willing to serve.

2. **Salary Guidelines Proposal – Ramage distributed the 2005-2006 Salary Guidelines to the group and explained that two proposals were being submitted this year. The first proposal was based on a raise of 2% or less (which would be an across-the-board raise for solid performers) and the other was based on a raise that was above 2% (where salary adjustment procedures would be made). Much discussion ensued regarding how the faculty’s salaries at Stout compared with other campuses. Ramage noted that PPC determined the rank adjustment figures based on the salary mean from the peer group median (13% below for full professor, 12% below for associate professor and 8% below for assistant professor). The Ed Prep Code, she added, was determined the same way as in the past. The salary/rank distribution would be distributed as 1/3 to solid performers (those receiving “above” or “within” on their performance evaluations). The remaining two-thirds will be distributed so that individuals receiving “above” ratings receive twice the amount that is awarded to individuals in the “within” category. Of the remaining two-thirds, one-half (50%) will be distributed as a percentage of the individual’s base salary. The one-half (50%) will be distributed via rank adjustments. If the Chancellor’s discretionary fund/amount of 10% is granted, it is encouraged that a major portion of the money be used for addressing internal salary inequities. Adjustments for the floor levels by rank and educational preparation code for 2005-06 will be determined by using 108% of the System floor for the educational preparation code for floor and adding the amounts of the educational preparation code/ qualifications adjustment to determine the floors for the other educational preparation codes.**

Chancellor Sorensen noted that Stout sometimes loses people because it doesn’t have the budget line to higher people more competitively against the other sister schools. There also has been a historic process to keep new hires very low, thus leading to equity issues. Tyson questioned some of the wording regarding rank adjustments and it was agreed for Ramage and Tyson to revise the wording. This item will be placed on the February 1, 2005 Faculty Senate Agenda.

3. **Tenure Timelines for 2005 and 2006 – Ramage distributed the 2005 and 2006 Tenure Timelines to the group and explained that she would like to bring them to the Faculty Senate for approval. Only the dates were changed to accommodate the 2005 and 2006 calendars.**

Motion: Ramage/Cole moved to bring the 2005 and 2006 Tenure Timelines to the February 1, 2005 Faculty Senate Meeting.

Vote: Passed unanimously.

X. Adjournment – 3:55 p.m.

Respectfully submitted,
David Johnson, Secretary

Recorded and prepared by,
Joy Evenson