

**MINUTES
FACULTY SENATE EXECUTIVE COMMITTEE
FEBRUARY 25, 2003**

ATTENDANCE:

CHAIR: Tom Allen
VICE CHAIR: Claudia Smith

SECRETARY: Mike Galloy
PAST CHAIR: Ned Weckmueller

PRESENT: S. Beckham, S. Cole, S. Deckelman, D. Johnson, A. Ramage, D. Tyson, K. Zimmerman

EXCUSED: D. Albrecht

GUEST: Chancellor Sorensen

I. Call to Order – 2:35 p.m.

II. Announcements and Information – Chair Allen announced that he would be attending the February 28 Faculty Representative's Meeting in Madison. Claudia Smith will attend the February 28 Budget Steering Committee Meeting in his place.

III. Minutes of February 11, 2003 (Attachment 1)

Motion: Johnson/Galloy moved to approve the Minutes of February 11, 2003.

Vote: Passed unanimously.

IV. Chancellor's Report - Chancellor Sorensen reported that he was in Madison on February 21 and there was no additional news concerning the budget. Governor Doyle has given Stout authority to raise tuition rates to \$500 per year for two years, but the tuition rates won't be raised until June/July. There will be three new Regents in June, so that could cause some challenges. Chancellor Sorensen explained that the \$250 million cut for two years was approximately 25%; however, Stout would have a 6% cut after the tuition increases and other efficiencies were added in. Allen asked what the campus could do to make final preparations for next fall that would have the courses staffed and available for the students. The Chancellor replied that the campus plans to stay with its set target, raise tuition rates, and delay registration this spring by seven to ten days. He noted that the campus would know its final budget by June. Allen asked if the 5% budget reduction that departments have identified was sufficient. Chancellor said it would be with the increased tuition. Allen said that the campus would be cutting 25-32 positions, and students were very concerned about the availability of classes next fall.

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

VI. 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 report and announced that CIC approved two course changes, approved two new courses, and approved a program revision for the B.S. in Hotel, Restaurant, & Tourism Management. He added that the Ethnic Studies Bylaws would be coming to the Senate in April.

B. Educational Activities (Donna Albrecht) – Allen announced that Albrecht was out of town, and said that EAC was working on a major revision to the Withdrawal Policy (Joan Thomas is subcommittee chair). Allen said that the item would be placed on the Senate's Agenda for information and discussion during a first meeting, in order to give departments an opportunity for input, and then be voted on during the second meeting.

- C. Elections (Claudia Smith) – no report.
- D. General Education (Sue Beckham) – Beckham reported that GEC also approved Practical French 3 and 4 because of a cosmetic situation in the communications area in General Education; these courses were primarily for use in the French program in France and could serve as General Education credits. Beckham noted that she and Lou Milanesi would attend that General Education Assessment Conference. GEC made a statement not to cut General Education unless the credits-to-degree were reduced from 124 to 120. Much discussion ensued. Smith recalled that the Senate didn't take formal action, and GEC did not recommend anything as they wanted to wait for the Board of Regents' mandate. Beckham replied that Provost Sedlak requested that the Senate (or an appropriate committee) make a recommendation concerning the credits-to-degree. GEC felt that they needed more time for faculty input--especially from faculty across the full curriculum. Beckham reminded the group that during the February 18 Faculty Senate Meeting, a suggestion was made to create a Faculty Task Force that could examine more closely the curriculum and budget cuts; however, nothing was formally done. Allen said that the Task Force could be formed, but it would be difficult for them to recommend anything until late March. He asked for volunteers to write up recommendations on what would be expected of the Task Force. Weckmueller suggested that the Executive Committee specifically give the Task Force a focused charge that identifies certain items (i.e. to reduce a program by 3%) and to do it by a deadline. Much discussion ensued regarding the impact that the proposed credit-by-degree reduction, across-the-board budget cuts, and laptop initiative would have at Stout. Allen asked for volunteers to work on a document that would approve the Faculty Task Force and noted that it would probably take most of this semester to get it formed and find the members. He said that he hoped it could have an least one organizational meeting and its chair identified before the end of the semester, but the bulk of the work would be done next September. Beckham, Tyson, and Smith volunteered. Beckham asked the Chancellor if the program director's position would be eliminated. Chancellor Sorensen replied that administration was examining three different program director models in order to determine a more efficient, lean, and modified structure.
- E. Personnel Policies (Anne Ramage) – Ramage reported that PPC was working on the Administrative Evaluations, reviewing feedback from this year's promotion process, and discussing tenure and workload. Allen asked when the Administrative Evaluations would be coming to Faculty Senate. Ramage replied that she would bring copies of the revised instrument, timetable, and procedures to the Senate Meeting on March 4 for discussion and then a vote could be taken at the March 25 Meeting. Allen asked if the revisions were substantial. Johnson replied that they were; three separate instruments would be used with questions modified accordingly.
- F. Planning & Review (Dick Tyson) – Tyson reported that PRC heard and discussed the B.S. in Marketing Education Program, the Technology component of General Education, and approved the consultant's report for the M.S. in Guidance and Counseling. He noted that PRC's program evaluation forms and instruments have been reviewed and modified for use next year.
- G. Other
 - 1. Task Force re: Relationship between Graduate College and Faculty Senate Office – Allen announced that the group had a brief meeting after the February 18 Faculty Senate Meeting; Bob Peters volunteered to chair the group. Additional members include Karen Zimmerman, Mike Galloy, Julie Furst-Bowe, and Brian McAlister.

VIII. Old Business

- A. Other

IX. New Business

- A. Discussion of Suggestion to Reactivate the Budget/Finance Committee (Bill Kryshak; Attachment 2 and Attachment 3 (Bylaws) – Kryshak explained that he would like to see the Budget and Finance Committee reactivated in light of the current budget crisis. This committee was formed in 1995 and discontinued in May 1998, when the Budget, Planning, and Analysis office was restructured on campus to review similar issues. The purpose of the Budget and Finance Committee was to review, monitor, evaluate, and recommend policy, procedures, and guidelines for budget development and decision-making. It was accountable to the Faculty Senate, members of the committee were faculty, and its consultative responsibility was making recommendations that affected the allocation of resources. For instance, Kryshak suggested that the committee could look at the financial

impact and issues for the next ten years concerning the laptop program. Much discussion ensued regarding the restructuring of STRAP, the budget process, and the memo Diane Moen wrote regarding background information of the Budget, Planning, and Analysis Office. Kryshak stated that the Budget and Finance Committee would be very detail-oriented and consist of faculty representatives that would examine true and actual numbers on our campus. Cole said that the committee could be helpful in researching and identifying how much money the campus could save if the proposed 26-32 positions were removed. Ramage said that she approved for the reinstatement of the committee, but was concerned that the committee would overlap duties that were being done by the Budget and Analysis Office. Smith suggested that it would be helpful if Diane Moen were present to present her concerns/ideas to the group and noted that it could be quite an additional workload for Moen's office to provide reports and data for the committee. Tyson asked Kryshak if he wanted to activate the committee with the same bylaws. Kryshak said that the bylaws could be amended; they served as only a base when the committee was formed in 1995. He asked that this item be placed on the Agenda for the Faculty Senate to discuss the issue. It was decided that this item would be placed on the Faculty Senate's Agenda for March 25, when Diane Moen and Provost Sedlak would be able to attend.

B. **Budget Reduction Update** – Allen distributed the most recent budget reduction reports from the Budget Reduction Steering Committee and reminded the group that all information was available on the Budget, Planning, and Analysis Web Site. He said that there was a good discussion concerning budget items during the last Senate meeting. Ramage asked Allen if there would be an early retirement window. Allen said nothing was available at this time, but it could happen within a few years; however, it was an entirely separate issue. Discussion ensued regarding the program director positions on campus. Allen explained that there were 13.7 program director allocations on campus and asked the group for ways that could reduce the number of allocations, but still allow for people to facilitate their functions. Beckham said that some of her colleagues were concerned that the revised program director model would reduce their tasks to just advising. Allen replied that all program directors need to talk about what they do to their deans. He reminded the group that there was a formal job description for program directors, which the Chancellor takes very literally. Allen also explained that the program directors' positions do not show up as administration—they show up as instruction. The model 10 data is misaligned. Smith stated that the three program director models were out on the Web; they show an equalizing for release time and compensation, and when you look at the models, the positions aren't being abolished, but only revised. Beckham stated that some program directors could leave Stout if their positions were revised.

C. **Other**

1. **Departmental Senators** - Allen asked the group if he should go through the roll call and individually call on the departmental Senators in order to see if they have any issues of concern, or just ask them to raise their hands to be called upon. Weckmueller and Zimmerman suggested for Allen to limit the discussion to 10 minutes. Beckham suggested that the Chair streamline the committee reports, and the same kind of strategy should be used for this. It was decided that Allen would simply ask the group if anyone has a concern or issue.

IX. **Adjournment** – 4:10 p.m.

Respectfully submitted,
Mike Galloy, Secretary

Recorded and prepared by,
Joy Morical