

MINUTES  
FACULTY SENATE EXECUTIVE COMMITTEE  
MARCH 11, 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

GUESTS: Provost Sedlak, D. Moen, D. Shaw

I. Call to Order - 2:35 p. m.

II. Announcements and Information

III. Minutes of February 25, 2003

Motion: Johnson/Tyson moved to approve the Minutes of February 25, 2003.

Correction: Smith asked to amend the 11th sentence on Page 3 by inserting the words, "expressed concern" and to strike the word, "noted," to read as follows:

"...to present her concerns to the group and expressed concern that it could be quite an additional..."

Vote: Passed as amended.

IV. Chancellor's Report - no report.

V. Vice Chancellor for Academic Affairs' Report - Provost Sedlak announced that the Chancellor was in Eau Claire attending a forum with members of the Board of Regents. The Chancellor signed the letter designating the budget reductions to the division administrators; the Budget Steering Group meets again on March 12. Sedlak reported that the Chancellor allocated \$150,000 from the university reserve to lapse into next year's budget, and the excess tuition from this year would carry over as well. He noted that the budget administrators were required to get their budget information to him by March 19. Sedlak announced that the first Budget Forum was scheduled for March 12 and the second was scheduled for March 13; these forums would help explain questions on how tuition money was configured into the budget reductions. Ramage asked where the university reserves came from. Sedlak replied that they come from excess tuition funding, as well as base funding every year from 102 funds. Allen asked Diane Moen if she could compile a glossary of budget terminology that could help Senators understand the budget terms used on campus. She said that she would formulate an explanation sheet that could help answer and explain the budget terminology. Moen explained that the term, "lapse," meant that the money was gone for just one year and then was returned to the campus, and "base cuts" were funds or positions that were gone or cut and never come back. He then asked Sedlak if the School of Education was official. Sedlak replied that it was and that an interim dean would be named and begin duties on July 1.

VI. Vice Chancellor for Administrative and Student Life Services' Report - Vice Chancellor Moen reported that Governor Doyle's budget cut was required to be distributed across all areas that received tax aid support (except utilities) out of 102 funds. Areas affected would be educational technology, student disabilities, the lab mod program, facilities maintenance, and the remainder would come out of operation accounts. Moen announced that people would be notified by April 1 if their positions were being laid off. Smith voiced concern that in these unusual circumstances when people were being laid off, if the university could do something that could assist these folks (i.e., counseling, adjusting, and giving hope for the future) that could help make things easier for them. She recommended that when administrators give these people the bad news, it should be done as humanely as possible. Ramage asked if the budget deficit would affect

people receiving tenure. Sedlak replied that it possibly could. Moen stated that tuition increases could impact the campus by providing a \$500 tuition increase in year one, and another \$500 tuition increase in year two, for a total of \$1000 tuition increase for next year. In 2004, the campus could generate \$3 million more than what it has this year and \$6 million the following year (almost equal to the cut it's taking). The tuition increase was needed to cover the cost to continue fringe benefit increases, debt service increases, pay plan increases, etc. System was very concerned if the increased tuition could cover the cost to continue operations, as well as cover the debt deficit. Galloy asked Sedlak how the budget deficit could impact tenure decisions and said that a person could be in the wrong place at the wrong time. Sedlak replied that the question of tenure was complex, budget related, and enrollment related. Much discussion ensued regarding which items the campus could reduce or eliminate, strategies it could use, and ways to minimize the negative impact on the students until it gets through this crisis. Allen encouraged all Senators to attend the budget forums that the Chancellor had scheduled during the week. Galloy said that unique times bring unique reactions and faculty feel a need to talk about issues and concerns. Beckham asked if the agenda's format could be rearranged in order to accommodate more Senate discussion for important issues. Allen asked for each Senator's opinion on rearranging the agenda and putting the administrator's reports temporarily at the end of the meeting. Much discussion ensued. Smith suggested putting time limits after each agenda item. Allen explained that by attending the Faculty Representative's Meetings, he's found that Stout was unique within the UW-System, and one of the only campuses that have the Chancellor and Provost attending its Senate meetings.

## **VII. Committee Reports**

- A. Curriculum & Instruction (Steve Cole) - No report; CIC would meet again on March 26.**
- B. Educational Activities (Donna Albrecht) - Vice Chair Shaw reported that the Grade Change Policy was ready to be reviewed by the Senate and distributed copies of the document to the group. He noted that EAC was still working on the Withdrawal Policy. Deckelman asked how often student appeals were made. Shaw replied that they were rare, but a structure was needed just in case they happened. Much discussion ensued regarding the process and that the department chair would be a mediator between the student and instructor. Allen recommended that Shaw and Albrecht become experts on the positive action procedures. Smith suggested that EAC examine the positive action language. More discussion ensued. Weckmueller recommended that the document go back to EAC for language revisions. Shaw said that EAC would meet again on March 13 and could revise the document at that time. Allen said that an e-mail distribution could be done to give the Senators an opportunity to review the document before their meeting on March 25 if needed. Otherwise, the item could be placed on the April 1 Faculty Senate Executive Committee Agenda.**
- C. Elections (Claudia Smith) - Smith reported that nominations were out for vacancies in the university and Senate standing committees.**
- D. General Education (Sue Beckham) - Beckham reported that GEC would meet on March 14.**
- E. Personnel Policies (Anne Ramage) - Ramage reported that PPC was working on the opening paragraph of the Administrator Evaluations. She said that the committee had been discussing tenure and the term, "tenure density," and invited Provost Sedlak to meet with the subcommittee concerning personnel issues for the School of Education. The committee was also concerned that professional development grant money would be reduced. Moen said that an additional \$10,000 for professional development purposes was allocated for next year. Allen asked that PPC also revise the Deans' Evaluations this semester, so they would be ready next year.**
- F. Planning & Review (Dick Tyson) - Tyson stated that PRC met on March 8 and finalized revisions to a number of instruments the committee uses in its program reviews. Discussion ensued concerning the Global Perspective Requirement and if PRC was the appropriate place to gather the data. Allen asked the Senators to think about the proper place where it should go.**
- G. Other**
  - 1. Task Force re: Relationship between Graduate College and Faculty Senate Office - Allen distributed a motion from the Task Force to the group for their review. Zimmerman, a member of the Task Force, explained that they were recommending that the Graduate Council become a standing committee of the Faculty Senate. The Council would develop its bylaws and establish the committee membership, but the elections would be coordinated by the Faculty Senate Office. Weckmueller recommended that a statement of purpose explaining what the committee would do be added to the bylaws before it went to the**

Faculty Senate. Allen agreed that a statement of purpose and bylaws should be drawn up before it comes to the Senate for approval. Smith agreed and said it would be helpful for Senators to see the "full package" before they approved it. Allen recommended that the documents be reviewed by EAC and CIC for their input as well. It was decided that the Task Force work in conjunction with the Graduate Council in developing the committee's bylaws, committee membership, statement of purpose, and then bringing the information back to the Executive Committee for review.

VIII. Old Business

A. Old Business

IX. New Business

- A. Discussion of Suggestion to Reactivate the Budget/Finance Committee (Attachment 2; Bylaws) - Allen explained that the Executive Committee decided to delay bringing this to the full Senate at their February 25 Meeting, in order to allow Diane Moen an opportunity to attend the next meeting. Moen explained that she wrote the memo for the last meeting after reading the agenda. (She was out of town for the February 25 Meeting.) She stated that the Budget, Planning & Analysis Office had three directors since 1996 and the office provided useful information to the Chancellor, Provost, and Deans in order to help them make important campus decisions. The office was structured to only provide data--not to decide outcomes or make judgments, and provides data to STRAP, Educational Support Unit Review, and the Chancellor's Advisory Council, as well as other offices when requested. Moen said that there could be an office workload concern, especially in the current crisis of trying to protect budgets. Ramage asked if there would be an overlap between her office and the Budget & Finance Committee. Moen replied that she didn't know, but it could be a timeliness issue instead. She said that everything the BPA produces was on the Web and anyone could access that information. Discussion ensued regarding Kryshak's request. Weckmueller explained that he thought Kryshak felt that a faculty committee could review the budget issues and provide faculty input. He said that he would like to make a motion at the March 25 Senate Meeting that would reactivate this committee on an emergency basis for a three-month period of time and to reappoint its old membership. Ramage suggested that the time be extended to six months, in order to get the committee through the summer. Smith expressed concern over who would take the committee meeting minutes, as the secretarial staff in the Provost's Office was overloaded now. It was agreed that this item be placed on the March 25 Faculty Senate Agenda.
- B. Faculty Senate Reapportionment Related to the Implementation of School of Education (Tom Allen) Allen explained that with the implementation of the new School of Education, additional representatives would be needed to serve on the Faculty Senate, as well as on various standing committees. Cole suggested not making any changes during the first transitional year of the School until its membership was firmly established. Discussion ensued regarding how this should be handled. Beckham asked that the Faculty Senate's membership be examined again to see if it was equally and proportionally represented. Smith and Galloy agreed, noting that departments from CAS and CTEM have been recently restructured over the years. It was decided to address this issue next year, after the School of Education's membership was established.
- C. Task Force on Curricular Instructional Efficiencies (Tom Allen) - Allen explained that he, Claudia Smith, Sue Beckham, and Dick Tyson met on March 7 and distributed a discussion draft to the group. Because so many committee members left the meeting, it was agreed to table this item to the April 1 Executive Committee Meeting.
- D. Other

X. Adjournment - 4:40 p.m.

Respectfully submitted,  
Mike Galloy, Secretary

Recorded and prepared by.  
Joy Morical