

**MINUTES  
FACULTY SENATE EXECUTIVE COMMITTEE  
APRIL 29, 2003**

**ATTENDANCE:**

**CHAIR:** Tom Allen  
**VICE CHAIR:** Claudia Smith

**SECRETARY:** Mike Galloy  
**PAST CHAIR:** Ned Weckmueller

**PRESENT:** D. Albrecht, S. Beckham, S. Cole, A. Parsons (for S. Deckelman), D. Johnson, A. Ramage, D. Tyson, K. Zimmerman

**EXCUSED:** S. Deckelman, M. Galloy, C. Smith

**GUESTS:** Provost Sedlak, H. Parkhurst

**I. Call to Order – 2:35 p.m.**

**II. Announcements and Information – Chair Allen stated that during the last Executive Committee Meeting, there was some discussion concerning the potential need to hold a special election for the Senate Vice Chair, due to Claudia Smith's new appointment as Assistant Vice Chancellor for Academic and Student Affairs. He distributed copies of the Faculty Senate's Constitution and explained that there were only provisions written for filling vacancies for the chair and secretary positions; there was nothing written concerning a vacancy in the vice chair's position. Allen said that he and Weckmueller examined the issue and recommended that the office of vice chair would remain vacant until Senate elections were held next November. Mike Galloy would become Chair on August 25 and a new vice chair would be elected in November. Weckmueller stated that a provision must be made in the Constitution and Bylaws in the event that this situation should happen again and volunteered to examine the issue in the fall.**

**III. Minutes of April 15, 2003 (Attachment 1)**

**Motion: Johnson/Ramage moved to approve the Minutes of April 15, 2003.**

**Vote: Passed with 1 Abstention.**

**IV. Chancellor's Report - no report.**

**V. Vice Chancellor for Academic Affairs' Report – Provost Sedlak reported that everyone was waiting for the Republicans to finalize the budget plan and encouraged Senators to write letters to their legislators lobbying for Stout's budget. Sedlak noted that there was still no word on what Stout's budget would look like next fall; however, he said that any consequences would be dealt with as they occur. Weckmueller asked Sedlak if the campus met its target for fall enrollment. Sedlak replied that the enrollment was a little high, but basically was right on target. Zimmerman asked Sedlak if he considered having faculty help the campus crisis by teaching more and larger classes. Sedlak replied that this could help alleviate some of the problem for courses held in the fall, but not in the downturn for the budgetary give-back. He noted that there were concerns about scheduling and room issues right now and added that a "room scheduling software system" would be installed to help solve the dilemma. Allen suggested having some department program assistants serve on the committee that would be determining which software system to use because they know the challenges departments face when trying to schedule classes.**

**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 reported that CIC would meet again on May 8 and the tentative summer meeting date was July 17.**

**B. Educational Activities (Donna Albrecht) - Albrecht reported that the Add/Drop Policy would be coming to the Faculty Senate in the fall. She said that the committee was also examining if the**

Registrar's Office sends out any rules or formulas concerning the scheduling of classes. She explained that there were many people wanting the same classroom and that there could be some abuse or favoritism issues.

- C. **Elections (Claudia Smith)** – Allen reported that the college ballots and Administrative surveys were coming in to the Senate Office.
- D. **General Education (Sue Beckham)** – Beckham reported that GEC would meet with the Provost in a special meeting on May 2 concerning the Assessment model and then have its regularly-scheduled meeting the following week.
- E. **Personnel Policies (Anne Ramage)** – Ramage reported that Provost Sedlak and Claudia Smith attended their last meeting to help answer questions concerning tenure and the lack of guidelines thereof. She noted that PPC was still discussing promotion concerns, including conversion, and the Dean's Evaluations. PPC would meet again on April 30 and continue to meet throughout the summer. Discussion ensued. Beckham suggested making the credit-toward-tenure count toward time-in-rank. Zimmerman explained that there were different expectations for academic staff than faculty--academic staff tend to do many things over and above their job description in the hopes of later being converted to faculty. Allen said that PPC was working with the School of Education people concerning untenured faculty, promotion and renewal concerns, other departmental issues, and writing their Bylaws. He noted that he felt that PPC was the appropriate group to guide the School in its decision-making and determining proper action.
- F. **Planning & Review (Dick Tyson)** - Tyson stated that PRC reviewed three items (B. S. in Marketing Education, M. S. in Home Economics, and M. S. in Guidance and Counseling) and were recommending that they be placed on the May 6 Agenda. He stated that responses for General Education and Behavioral Sciences and the Technology component were still coming in, would be completed in the fall, and that the instrumentation and processes were revised and reformed. Tyson said that the only remaining thing left to do was the institutional data. He noted that PRC would examine eight program reviews next year.
- G. **Finance (Ned Weckmueller)** – Weckmueller reported that the group met April 24 with Provost Sedlak and Judy Jax in order to review the School of Education data. He said that it was a good meeting and many questions were answered. The group determined that there was a need for this committee and plan to meet again on May 1, where they would formalize a plan for next fall.
- H. **Other**
  - 1. **Task Force re: Relationship between Graduate College and Faculty Senate Office** – Allen said that the drafted Bylaws would be given to the people in the Graduate Council for review and an opportunity for response. He noted that action would begin again in the fall.

#### **VIII. Old Business**

- A. **Other**

#### **IX. New Business**

- A. **Plan 2008 (Mary Riordan)** – Allen said that Riordan would be attending the May 6 Senate Meeting to report on Phase Two of Plan 2008.
- B. **Membership of Faculty Task Force on Curricular/Instructional Efficiencies (Tom Allen)** - Allen said that the following people would serve the Task Force: EAC-Shirley Stewart, CHD; CIC - David Fly, CTEM; GEC - Sue Beckham, CAS; PRC - Dick Tyson, CAS; PPC - Dave Johnson, CTEM and himself as Chair, CHD. He noted that he felt that the membership was very balanced. Allen said that other members would include a representative from the Graduate Council, two students, one person from the Senate of Academic Staff, one person from BPA, and the Provost or his designee.
- C. **Other** – Ramage stated that PPC would like a motion relating to Full Professor placed on the May 6 Agenda. She distributed copies to the group and explained that currently, only activities were used from the last five years on an applicant's promotion application. PPC was recommending that publications could be used prior to that time, with the idea that a person's lifetime work should be considered. However, she noted that the total promotion application would still be limited to five pages. Beckham asked Ramage if PPC was examining tenure issues. Ramage replied that PPC was discussing the issue, especially since there were no standard guidelines for people applying for tenure.
- D. **Other** - Allen distributed the Re-Entry Student Admissions Policy and Transfer Student Admission Policy to the group. Albrecht explained that the biggest change was the change in students' grade point averages in the second document.

Parkhurst explained that the Re-Entry Student Admissions Policy was not updated since 1995 and

1996. He noted that the revisions brought the policy in line with current practices and to meet university needs. Parkhurst gave an overview of the policy, explaining that some majors don't take "undeclared" students when they return to campus. Allen asked the group if EAC should examine this. Ramage asked if the policy covered students other than those academically dismissed. Parkhurst said it did not. Ramage stated that perhaps Student Life needed to develop a policy for these other students who return to school. Allen asked if the policy needed to go the SSA. Ramage asked if it was discussed with the Dean of Students. Parkhurst replied that Joan Thomas, Assistant Dean of Students, served on the committee, as well as many students. Thomas also conferred with Cyndi Gilberts to clarify issues. Weckmueller stated that when the original policy was passed, the faculty were involved in making decisions for students on a case-by-case basis, often referring them to the Counseling Center. He said that he was concerned with decisions being made only by the Dean of Students and noted that this issue could be hotly debated by the Faculty Senate. Allen requested for Pinckney Hall and Joan Thomas to attend the May 6 Faculty Senate Meeting in order to help answer questions concerning the document. Weckmueller reminded the group that a document could always be tabled if there were too many issues or concerns about it.

Parkhurst explained that the biggest change in the Transfer Student Admission Policy was changing the GPA in item Number 1 from 2.20 to 2.50 in order to admit transfer students. He noted that it would not take Stout out of line from what was done at other UW System schools and gave an overview of the document. It was agreed that this item would be placed on the May 6 Agenda.

X. Adjournment- 4: 15 p.m.

Respectfully submitted,  
Mike Galloy, Secretary

Recorded and prepared by,  
Joy Morical