

**MINUTES
FACULTY SENATE EXECUTIVE COMMITTEE
SEPTEMBER 10, 2002**

ATTENDANCE:

CHAIR: Tom Allen
VICE CHAIR: Claudia Smith

SECRETARY: Mike Galloy
PAST CHAIR: Ned Weckmueller

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

GUESTS: Chancellor Sorensen, B. Sedlak, D. Moen

I. Call to Order – 2:35 p.m.

II. Announcements and Information

A. Faculty Reps - September 6 – Chair Allen announced that Geof Wheeler was recently appointed a Senator from the Art & Design Department. Allen also said that he would give his report concerning the September 6 Faculty Reps Meeting at the full Senate meeting on September 17.

III. Minutes of May 7, 2002 (Attachment 1)

Motion: Johnson/Ramage moved to approve the Minutes of May 7, 2002.

Vote. Approved unanimously.

IV. Chancellor's Report - Chancellor Sorensen announced that he would be attending a Board of Regents' Meeting this week and would give his report during the September 17 Faculty Senate Meeting.

V. Vice Chancellor for Academic Affairs' Report – Provost Sedlak distributed a letter that he sent to Allen and Smith describing the AQIP projects for the coming year. He explained that last spring, the Faculty Senate assisted in identifying three action projects that have been submitted as the basis for our next NCA/AQIP accreditation: Graduate Education, Student Learning Assessment, and Leadership Development. Sedlak noted that Julie Furst-Bowe and Lou Milanese will work with the program directors in the area of Assessment of Student Learning. Milanese will also chair a task force in this area. Sedlak explained that the campus has been experiencing slow Internet response times as a result of students using Kaaza, a Napster-like file sharing program. He noted that the traffic shaping tool that helped monitor and avoid this activity was now working again. The Internet bandwidth was increased from 18MB to 35MB to also help alleviate the slow response time. Sedlak said that he has many people coming to his office concerning violating copyright laws and piracy from other ports. When faculty, staff, or students violate copyright rules, their port is shut down. To restore their ports, they must talk to John Enger concerning rules for violations of copyright infringement laws. Currently, these violations have been occurring approximately 15 per day. Sedlak explained that downloading music files take up a tremendous amount of bandwidth. The traffic shaping device can pick out and stop those kinds of requests. Weckmueller said that over the summer, his hard drive crashed. He went to his department chair and found out that there was no money this year for the computer cost-share program, due to running the search and screen processes for vacant positions in his department. He then went to the Dean and found out that there was no extra money there either. Weckmueller said that he was concerned that state-of-the-art hardware for faculty could get pushed aside--especially when colleges and departments decide that other items take priority. He asked if a cost share process could be done other than at the local level. Chancellor Sorensen replied that this was the first year there was a problem and was a result of recent budget restrictions. He asked Senators for feedback and ideas concerning this--especially in preparation for more stringent budget rules. Sedlak noted that the campus could study the process used by Northern Michigan.

VI. Vice Chancellor for Administrative and Student Life Services= Report – Vice Chancellor Moen distributed possible items that she could bring to Faculty Senate Meetings during the academic year. She requested that the North Campus Master Plan Update and the Dining Service Master Plan come before the Senate on September 17. Chancellor Sorensen said that the campus is struggling with the City of Menomonie on various issues that include parking, the Technology Park, and the stadium. He noted that Stout is in the process of meeting with Menomonie School Board members regarding the stadium issue. The Chancellor stated that in order to help facilitate the relationship between Stout and the City, he will have an e-mail account established which would be open to the community, would hold coffees for members of community, and plans to periodically meet with key business people. The Chancellor requested the Senators to help with keeping all communication avenues open with the City.

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 (Chair's position is vacant; Attachment 2) – Allen announced that the Chair's position is currently vacant and that he will be attending next week's meeting to conduct the election.
- B. Educational Activities (Dennis Shaw) – Shaw stated that EAC hasn't met yet. Chair Allen will attend the committee's first meeting on September 12 to conduct the election for the new Chair.
- C. Elections (Claudia Smith) – Smith reported that the Promotion Committee ballots are coming into the Senate Office. She noted that all committee nominations are due September 13.
- D. General Education (Sue Beckham) – Beckham reported that GEC would meet again on September 13, and Vice Chair Smith will attend the meeting to conduct the election for Chair. Beckham said that GEC would revisit the category of Interdisciplinary Studies and also plans to work on the assessment of General Education this year.
- E. Personnel Policies (Anne Ramage) – Ramage reported that PPC met earlier that day and had its organizational meeting. She announced that the Promotion Application Workshop would be held at 3:00-4:00 p.m. in the Northwoods Room on September 11. Ramage asked the group if the approval of the M.S. in Architecture would result in PPC examining other terminal degrees. She asked if this was a formal charge or just a suggestion for PPC to study the issue. Allen replied that he hoped the issue wouldn't be dropped and noted that the Senate "suggested" for PPC to study the topic. Smith stated that she felt PPC shouldn't be researching the actual degrees, but to do just the groundwork and bring it forward. Allen suggested that PPC could prepare a process that the Chancellor and Faculty Senate could talk about that addressed how departments could pass potential terminal degrees and bring a proposal forward. Tyson asked the group if there was a good system used by other universities that could be helpful for Stout to follow. Discussion ensued.
 1. Charge to PPC regarding researching other "terminal" degrees
 2. Sabbaticals – Is there some way to have more consistency in the way these are evaluated, college by college?
- F. Planning & Review (Dick Tyson) – Tyson distributed a report to the group showing the programs which are up for review this year. He noted that PRC intends to review its process for its major functions as part of AQIP during October. Tyson announced that Allen would attend PRC's first meeting on September 16 to conduct the election for the new Chair.
- G. Other
 1. Task Force re: Relationship between Graduate College and Faculty Senate – Allen explained that this topic was one of Paul Fenton's last works, whereby he was asked to create a document that focused on the key issues. Allen explained that he met with the Graduate College last spring and that the College is interested in having a representative attend Faculty Senate meetings. He asked Karen Zimmerman to help facilitate any needed communication between the groups. Zimmerman replied that she would do so and said that since At-Large Senators serve currently on the Senate, a Senator representing the Graduate Council could certainly be a possibility. She suggested that perhaps the Senate structure, especially the college representative positions, could be re-examined. Smith suggested that a small group from the Executive Committee could examine the issue.

Zimmerman said that she could bring up the topic during the next Graduate Council meeting. Sedlak agreed that the Graduate Council needs to come into alignment and have representation on the Senate, as they do important work. It was agreed that Karen Zimmerman, Tom Allen, and Mike Galloy would meet to study the issue. Smith stated that she would like to be informed as to when the meetings would be held in order to see how this could impact the Faculty Senate Election Committee.

VII. Old Business

- A. Promotion Policy Committee Membership Voting Issue - tabled from May 14 Faculty Senate Meeting (Anne Ramage; Attachment 3) – Allen asked the group if this item should be brought off the table. Ramage said that PPC was asked to work on the exact wording and requested that the item not be removed from the table. It was decided to wait for PPC to bring the revised item forward.
- B. Personnel Policy Proposed Change: M. Architecture - Second Reading (Anne Ramage; Attachment 4) – Allen explained that this item only received one reading last spring. It was decided that this would be placed on the September 17 Agenda. Discussion ensued regarding the revision of wording to reflect the change from "school" to "college," or to revise it with just the combined wording of, "school/college." Smith suggested that PPC could examine the document and make any wording revisions. It was decided that the document would come forward September 17 using the original revised wording that changes "school" to "college." Discussion ensued regarding whether or not to bring each motion up separately during the meeting. It was decided that Motion 1 and 2 would be brought forward as a whole package.
- C. Faculty Governance Evaluation - For Information Only (Attachment 5) – Allen said that this item was for information only. It was decided that this item would be under "Announcements" on the Agenda. Smith noted that it would be helpful for faculty to know that both PPC and the Faculty Senate support the evaluation.
- D. Endorse Claudia Smith to the Stout Alumni Association for 2002-2003 – This item will be placed on the Agenda for September 17.
- E. Other

IX. New Business

- A. Faculty Senate Adjustments to Accommodate a School of Education – Allen stated that the School of Education's positions on the Faculty Senate would be allocated after the School's structure was formed. Weckmueller asked why the new unit would be called a "school" instead of a "college." Sedlak replied that the unit would serve a singular audience and that the word, "school," just defines the scope better. However, colleges have a much broader mission and serve many other functions. Sedlak asked the Executive Committee that the School of Education be given equal representation on the Senate as the other colleges receive. Weckmueller said that some members could possibly have split assignments and be over-represented. He explained that the Faculty Senate was proportioned in its last restructuring so it would be fair to all. Sedlak said that he would provide the Senate with the number of FTE's within the School, and said that a more definite structure should be available by the end of fall semester.
- B. Substitution on Senate for Member on Sabbatical Leave – Allen explained that a college Senator would be taking a sabbatical leave for one year and has requested that a substitute replace him for that time. The Senator would like to return to the Senate after his sabbatical is finished. Weckmueller suggested that the college just elect a Senator for a one-year term to replace him. Beckham agreed and said that the Senate should have full representation.
- C. Overlap in Meeting Time of Standing Committees – Allen explained that there is concern that some people are being scheduled to attend two standing committee meetings at the same time. He noted that CIC has met for years at a specific standing time; other committees are meeting when the members' schedules permit. Allen explained that Julie Furst-Bowe brought up the issue and that the committee secretary and administrative rep could only attend one meeting at a time. Weckmueller said that the standing committees used to meet on Thursdays and alternate Tuesdays. Galloy said that meeting during Tuesdays and Thursdays could be limiting; the teaching load should come first in order to accommodate the students. Weckmueller suggested to have EAC examine the issue and possibly design a calendar that would be conducive for faculty to meet at specific times. Much discussion ensued regarding the possibility of meeting on Friday afternoons, room

shortages, and blocking off specific times for people to meet. Beckham asked if there wasn't a policy already in place that specified that faculty shouldn't serve on two standing committees at the same time. Allen suggested that committee chairs talk to Rose McLean about scheduling their meetings so they don't overlap.

- D. Ask Karen Zimmerman if MS in Home Ec. is ready for review – Zimmerman reported that the committee needed to speak to the Dean again; however, the program should be ready to go to PRC in a month or so for its review.
- E. Revisit Faculty Role in Program Development/Approval (Ned) – Allen explained that two years ago, Kimberly Kluver, Paul Fenton, Ken Parejko, Julie Furst-Bowe, and Weckmueller were working on this issue. He said that it was dissolved when Weckmueller went on sick leave. Weckmueller explained that the Faculty Senate just has one time to review new program proposals at an early stage in the process. He noted that it would be nice if a program could come before the Senate a second time, so Senators could approve funding for the program. Beckham said that traditionally, CIC would get two chances to approve a program; now CIC only has one chance. Weckmueller volunteered to serve on a committee if one was formed. Tyson suggested that it would be helpful to see the old process, compare it to the new process, and see what's at stake. Weckmueller said that Julie Furst-Bowe has that information. Allen explained that the process was streamlined by UW System and Stout's policy was rewritten to accommodate the new process (which eliminated one of three steps). He said that he would like to see more appropriate involvement of faculty governance.

Smith asked Tyson to clarify what PRC's role in the "entitlements to plan" is. Tyson said that PRC examines the program to see if its compatible with the mission.

- F. Other – Beckham asked the group that if a new category doesn't have a change in General Education, would GEC follow the same process as before. (This would concern courses that students could use as electives only and not fit into a specific college. A new category would contain electives.) Beckham asked about what process to use--would it go through CIC? Allen replied that it seemed sensible take it to CIC, as this would only be for information and clarification purposes as the information would be coming through. Then the Faculty Senate could ask CIC for feedback.

IX. Adjournment – 4:10 p.m.

Respectfully submitted,
Mike Galloy, Secretary

Recorded and prepared by,
Joy Morical