

**MINUTES
FACULTY SENATE EXECUTIVE COMMITTEE
SEPTEMBER 23, 2003**

ATTENDANCE:

CHAIR: Mike Galloy
VICE CHAIR: Vacant

SECRETARY: Dave Johnson
PAST CHAIR: Tom Allen

PRESENT: D. Albrecht, S. Beckham (for K. Parejko), S. Cole, M. Decker, D. Johnson, L. Koepke, S. Orme (for B. McAlister), R. Rothaupt, D. Tyson

EXCUSED: A. Ramage, N. Weckmueller

GUEST: Diane Moen

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

It was decided that the e-Scholar Program would be placed on the agenda, under the Administrative Briefing section, for three or four Faculty Senate meetings.

II. Announcements and Information

A. Student Tech Fee Committee Representative – Chair Galloy announced that the Faculty Senate needed to elect a representative to serve on this committee. Moen explained that this group makes recommendations to the Chancellor concerning where the money should be spent from the Tech Fee Account (which is 2% of tuition). It was decided that an election would be held on September 30.

B. Galloy announced that the Joint Administrative Briefings would begin on September 30 and encouraged Senators to read the packet for the meeting's location. He explained that during some meetings, Senators would remain in the same room as the Briefings and in others, they would change locations. At the end of the semester, the Senate would decide what they were most comfortable with.

III. Minutes of September 9, 2003 (Attachment 1)

Motion: Johnson/Rothaupt moved to approve the Minutes of September 9, 2003.

Vote: Passed unanimously.

IV. Chancellor's Report – no report

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

VI. Vice Chancellor for Administrative and Student Life Services' Report - Vice Chancellor Moen distributed Focus 2010 to the group and explained that the document reflected scenario-planning exercises that the Chancellor's Advisory Council went through this past summer. She added that the document could provide an opportunity to shape the future of UW-Stout and contained various themes that originated from the summer retreat session. This item would be placed on the September 30 Agenda. The Executive Committee agreed to place the 2003 One-Minute Climate Assessment on the Agenda as well.

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 was questioning if they

needed to revise their bylaws to include representation for the Graduate Education Committee, as well as the new School of Education, or if guidelines would be coming from the Faculty Senate Task Force that would be restructuring the Senate (Weckmueller, Galloy and Ramage). Galloy replied that each individual standing committee was responsible for reviewing their bylaws and incorporating representation from the School of Education and any other committees. Cole asked if the Graduation Education Committee position would be a voting or ex officio member and if the School of Education should be treated like a college. Galloy and Allen replied that the Graduation Education Committee member should be a voting member and to treat SOE the same as a college. Cole reminded the group that the Ethnic Studies Advisory Committee (a subcommittee of CIC) Bylaws were passed last year and an election needed to be conducted to elect one member from each college/school. Cole reported that he was re-elected as committee Chair and Claire Sand was elected Vice Chair. He said that CIC established a bylaws committee, a committee to establish the Ethnic Studies appointments, and a committee to study the Graduate Education Committee Bylaws. Cole said that his committee had a revision to the Bylaws of the Graduation Education Committee: Item C. 1. b. "CAS/Other"--CIC would like to have one member from CAS and remove the "Other" all together. It was decided to hold the revision for later. Galloy reminded each of standing committee chairs to revise their bylaws to include the School of Education in their membership.

- B. Educational Activities (Donna Albrecht) – Albrecht distributed an EAC report and said that the Grade Change Policy would be readdressed (which was requested by the Faculty Senate on September 16). She then asked the group about the E-Scholar Expectations for 2003-04. Allen stated that the Senate should have a role in writing this. Orme said that Parkhurst suggested conducting an on-line chat concerning E-Scholar. Decker cautioned the group that some areas were technology-driven and others, such as English, were not; academic freedom issues could be a problem. It was decided that EAC would examine this. Albrecht announced that new guidelines for scheduling more Friday courses would be coming out by Pinckney Hall. She noted that 10% of all classes were held on Fridays currently. Galloy added that by holding more Friday classes, it would help alleviate the drinking issues that happened this year. Galloy said that he received a memo from Joan Thomas concerning the Add/Drop Policy coming before the Faculty Senate. Allen explained that this item was carried over from last spring because there wasn't enough time for getting constituents' feedback. He recommended having it on the agenda twice—the first time for information/discussion, and the second time for approval. This item will go under Old Business for information/discussion on September 30 and come from EAC.
1. Bylaws Revision (Attachment 2) – Albrecht reported that EAC was updating their bylaws and asked if the group wanted them to go to the full Senate. It was decided to hold these until the Graduate Education Committee Bylaws were completed.
- C. Elections (Tom Allen) – Allen reported that ballots were counted for the All University Promotion Committees and an attachment would be distributed with the September 30 packet.
- D. Finance Committee (Ned Weckmueller; Attachment 3) – Galloy explained that he went back in the Senate minutes to find out the history of this committee, asked the group if the purpose and responsibilities were still valid, and if the committee was still needed. He noted that the Budget Office's reorganization pushed the Finance Committee into becoming defunct because the work was being duplicated. Budget Forums replaced the old budget planning process on campus. Allen questioned how many standing committees the Senate could work with without the system falling apart, and noted that there was no report from the Finance Committee for quite a while when it was active. The Bylaws were another concern, he stated, where the responsibilities were repeated and the word, "budget," was repeated many times. The word, "finance," was hardly used at all. Why was the title changed? Discussion ensued regarding why the word, "budget," was removed from the committee's title when the Bylaw statements were contradictory. It was noted that many budget decisions made last spring were painful for some departments and that Bill Kryshak suggested reinstating the committee based on some of the decisions that were made. Galloy asked the group if the Faculty Senate should decide if there was work for the Finance Committee to do, as the Task Force completed its work. Allen suggested that the committee be asked to review why the name was changed and if new Bylaws should be written. Cole agreed. It was decided that Galloy would charge Weckmueller to have the committee draft more substantial Bylaws that could address Focus 2010 and the future

impact for allocation of resources.

- E. **General Education (Ken Parejko)** - Beckham explained that Ken Parejko, new GEC Chair, had a class conflict this semester on Tuesday afternoons and that she would be giving the reports. Beckham reported that GEC would meet Friday afternoons. The Assessment subcommittee was meeting with the Provost, Furst-Bowe and Claudia Smith, was also assessing General Education using the ACT cap, and was looking at General Education as a whole.
- F. **Personnel Policies (Anne Ramage)** – Johnson reported for Ramage and said that the group was working on the Deans’ evaluations; these would be distributed through the BPA Office. Johnson said that the Promotion/Post-Tenure Review subcommittee met on September 22 with the Chancellor and Provost to gain perspectives on what was considered tenure and addressed concerns on where tenure was held. They said that faculty were tenured to the university and assigned to a department. The Tenure Group is now comparing the tenure process with the promotion process, as well as creating a tenure timeline. Johnson stated that PPC also received a request to examine if there was a conflict of interest if an administrator served on a promotion committee. This item will be placed on the Agenda for information and discussion. Allen stated that he served on the group that drafted the original tenure/promotion guidelines, and they decided to follow the guidelines from UW-System’s Personnel Rules that named only the department and Chancellor (and not create any college/school level or role of dean) in the process. The Chancellor could choose to use this authority, he noted.
- G. **Planning & Review (Dick Tyson)** – Tyson distributed his report and announced that he was re-elected PRC Chair and Brian Finder, Vice Chair. The committee would be meeting on Fridays at 2:30 p.m. The report would be placed on the September 30 Agenda.
- H. **Other**

VIII. Old Business

- A. **Graduate Education Committee Bylaws (Attachment 4)** – Galloy explained that each standing committee was charged with reviewing the Bylaws in order to determine if it impacted their committee. Allen said that under 3.b., it should list who would elect the Graduate Education Committee member to CIC. The same was true for 4, he added.
- B. **Other**

IX. New Business

- A. **Resolution on Health Benefits and Salary Plan (Mark Decker; will be brought to the meeting)** – Galloy distributed “Follow-up Information on Alternative Pay Plan” and “Individual Impact of Pay Plan Alternatives” to the group and said that Mark Decker drafted two resolutions to bring to the Faculty Senate. It was decided for Decker to make minor word changes to the documents and e-mail them to Joy.
- B. **Administrators on Faculty Committees** – Galloy stated that he received a call from an associate dean questioning serving on an All-University Promotion Committee while serving as associate dean for 50%. Discussion ensued. Johnson said that the PPC Tenure/Promotion subcommittee asked opinions from the Chancellor and Provost regarding administrators (assistant deans and above) serving on various promotion and tenure committees. They both agreed that administrators should recuse themselves from serving on university, college, or departmental committees, but it was their personal decision. This item will be presented on September 30 by PPC for information and discussion.
- C. **Other**

X. Adjournment – 4:05 p.m.

Respectfully submitted,
Dave Johnson, Secretary

Recorded and prepared by,
Joy Morical