

**MINUTES  
FACULTY SENATE ORGANIZATIONAL MEETING  
SEPTEMBER 2, 2003**

**ATTENDANCE:**

**CHAIR:** Mike Galloy  
**VICE CHAIR:** Vacant

**SECRETARY:** David Johnson  
**PAST CHAIR:** Tom Allen

**PRESENT:** C. Bendel, T. Bensen, B. Bergquist, S. Deckelman, M. Decker, B. Evans, G. Godfrey, A. Hoel, B. McAlister, L. Miller, S. Orme, A. Parsons, J. Pejsa, R. Rothaupt, S. Schlough, F. Schultz, M. Sherman, M. Spencer, N. Weckmueller, G. Wheeler

**EXCUSED:** M. Arora, P. Calenberg, L. Koepke, B. Peters, S. Shumate, S. Terry

**GUESTS:** Chancellor Sorensen, Provost Sedlak, C. Smith, A. Ramage

**ORIENTATION FOR NEW SENATORS - 2:30 p.m.**

1. **Open Meeting Orientation for New Senators – Chair Galloy called the meeting to order. Past Chair Allen explained to Senators that Claudia Smith resigned from her position as Vice Chair on Faculty Senate when she assumed her new position as Assistant Vice Chancellor for Academic and Student Affairs in the Provost’s Office. He noted that there was no provision in the Senate’s Bylaws to guide the Senate when a vice chair resigned, so Smith remained in this office until August 25, when the new Chair (Galloy) took over. Allen distributed a portion of the Bylaws and explained that the office of chair would be filled by the vice chair who would succeed himself/herself as chair for the next term. He concluded that this procedure was used to determine Mike Galloy’s position as Senate Chair for this year, and that the Senate would restructure its Bylaws to provide for the School of Education and a procedure for future vice chair vacancies this coming year.**

**Galloy announced the names of the new Senators for this year: Ted Bensen, Communication, Education, & Training; Jim Pejsa, Physics; Leslie Koepke, HDFLCES; Chris Bendel, Mathematics, Statistics & Computer Science; Forest Schultz, Chemistry; Mark Decker, English & Philosophy; Paul Calenberg, Speech. Communications, Foreign Languages, Theatre & Music; Steve Schlough, CTEM; and Ned Weckmueller, At Large.**

**Galloy informed Senators that they were the liaisons or “voice” between the Faculty Senate and their constituents on campus. He stressed that their job was important, especially in getting opinions and consensus from their departments and colleagues concerning various Senate issues.**

- II. **Senate Structure, Simplified Parliamentary Procedure (from □Roberts Rules of Order□), Open Meeting Law, Responsibilities, etc. (Attachments 1 & 2) - Chair Galloy explained that the Senate follows Robert's Rules of Order when conducting meetings and will operate under the Open Meeting Law; anyone is welcome to attend, and the agenda is set and posted according to the Open Meeting Law stipulations. Friendly amendments will be made to motions as long as the first and second person of the motion agree. Galloy reminded Senators that under the State of Wisconsin Statutes Chapter 36.09, faculty, academic staff, and students are given governance rights and can provide input affecting our campus. The responsibilities of the Senate are serious, especially in the areas of personnel. He added that the Senate is the first body to make recommendations on many issues on campus and works together as a team with the Chancellor and other administrators. Galloy encouraged the Senators to review the Simplified Parliamentary Procedure, especially the procedure for making motions.**

**Galloy explained that the Executive Committee determines the Senate agenda. Committees sometimes use the Executive Committee as a sounding board for ideas they are discussing. Administrators also use the Executive Committee as a sounding board to see if various issues should come before the full Senate. He explained that in addition to setting the Senate agenda, the Faculty Senate Executive Committee is empowered to act on behalf of the Faculty Senate if necessary. He noted that since the Senate meets frequently during the academic year, this rarely becomes necessary. The Executive Committee meets during the same time as the Faculty Senate, but on alternate Tuesdays.**

Galloy described the structure of the Faculty Senate. The Faculty Senate has six standing committees that report to the Faculty Senate and bring recommendations to the Faculty Senate for action. These committees are the Curriculum and Instruction Committee, Educational Activities Committee, Personnel Policies Committee, Planning and Review Committee, General Education Committee, and the newly-activated Finance Committee. A seventh committee, the Graduate Education Committee, was just formed last spring and its Bylaws would be coming to Senate this fall for approval. The chairs of all standing committees give oral reports during the Faculty Senate Executive Committee Meetings. The Faculty Senate acts on recommendations brought forth from the standing committees, and all actions are sent forward by the Faculty Senate Chair to the Chancellor. Policy changes are subject to the Chancellor's approval. Galloy encouraged Senators and faculty to e-mail or call him with any issues they would like addressed.

## ORGANIZATIONAL MEETING - 2:45 p.m.

### I. Call to Order – 2:47 p.m.

### II. Announcements

- A. Introductions of New Senators (Mike Galloy, Chair; Tom Allen, Past Chair; David Johnson, Secretary; Steve Schlough, CTEM; Ned Weckmueller, At-Large; Forrest Schultz, Chemistry; Mark Decker, English & Philosophy; Paul Calenberg, Speech, Communication, etc.)
- B. Faculty Senate Resolutions for 2002-2003 (Attachment 3) – Galloy stated that the attachment showed an inventory of all Senate business that was sent to the Chancellor last year and was for information only.
- C. Faculty Senate Meetings for 2003-2004 Attachment 4) – Galloy explained that the attachment showed both Faculty Senate and Faculty Senate Executive Committee Meetings for the year.
- D. Faculty Senate Membership for 2003-2004 (Attachment 5) - Galloy distributed a new membership list and asked Senators to let Joy know if there were corrections.
- E. Sabbatical Quotas for 2004-05 (Attachment 6) - Galloy announced that there were ten sabbatical awards for 2004-05. At least two of the sabbaticals must be for a full year. If there were no full year sabbaticals, then the total awards would probably not exceed eight. As a goal, 25-30% of the recommended sabbaticals should include a global or international element within the plan. Sedlak added that it would be nice if the sabbaticals also had something to do with the digital campus or the e-Scholar program.
- F. Other
  - Galloy announced that he and Allen traveled to Madison on August 29 to attend the Salary Compensation Committee Meeting and Allen attended the Faculty Reps Meeting.
  - 1. Allen reported that the Faculty Reps were concerned that the Legislature was paying attention to how the vocational/technical colleges were receiving money from property taxes. He said that the people in state government were also concerned with credit transfers between the technical schools and university. Katharine Lyall plans on meeting with representatives from Legislature to determine a procedure for what UW-System could accept for general education-type credits. Chancellor Sorensen added that he has discussed this with our local legislators. He added that the two-year technical schools have more freshmen and were a pipeline for transferring students into the UW-System.
  - 2. Galloy reported that during the Salary Compensation Committee Meeting, reps were informed that there would probably be a 0% and 1% pay raise for faculty/staff this biennium. He stressed that it was not feasible to keep raising the student tuition rates and other methods must be used to fund the raises. Galloy also reported that faculty/staff would be making contributions to health plans (using a three-tiered plan), beginning January 1, 2004. Tier One would be the most efficient, and the state would like everyone to go into this package. Tier Two would provide a better comprehensive plan (Valley Health is at this level). Tier Three would probably be the preferred provider plan, but would be more costly. System is proposing that if faculty/staff would pay a higher premium, they could “give

themselves a pay raise.” Numbers were run in three different directions, and it was found that the increased premium could be used to provide faculty/staff with a small raise and also pay for their insurance premium. More information would be coming out concerning this topic, but a decision must be made by October 10—when Open Enrollment begins. Galloy reported that the cost of living index was at a 1.8-1.9% increase over the biennium. Assistant professors were being hired in at above the medium, but associate professors were being hired in at below the medium, so compression was still an issue.

Galloy invited Senators to contact him during most afternoons at x1789 in the Senate Office if they needed to talk to him about questions and concerns they have.

Chair Galloy then presented Allen with a plaque, thanking and recognizing him for serving a third term of outstanding service as Faculty Senate Chair.

**III. Minutes of May 6, 2003 (Attachment 7)**

**Motion:** Johnson/Godfrey moved to approve the Minutes of May 6, 2003.

**Vote:** Passed unanimously.

**IV. Chancellor’s Report - Chancellor Sorensen distributed two handouts to the group: a press release from USA Today and a fact sheet on the “UW-System 2003-2005 Budget Outcomes.” He stressed that campuses must continue to lobby for funds, because educating students for future jobs was one way to provide a boost to the economy. The Chancellor asked that the Faculty Senate address the following concerns:**

- A. How to transform Stout’s curriculum in the next 5-8 years to accommodate new changes and increase efficiencies. The Foundation group has developed a model that he would be bringing for Faculty Senate input.
- B. Alignments, especially with certain departments/groups that have undergone changes (Learning Technology Services).
- C. Evaluate Stout Solutions--where is it going? How effective is it?
- D. Retention. The Chancellor said that retention has dropped school-wide and that program retention was very poor. He noted that most all of Stout’s programs lose one-half of its students in one year, which uses up their credits-to-degree.
- E. Drinking on Stout’s campus. The Chancellor reported that there were five underage drinking citations given over the past weekend, and twenty students cited for drunkenness overall. The campus will continue to examine scheduling more Friday classes to help alleviate the drinking that happens on Thursday nights.

The Chancellor reported that the laptop project was doing great and that the first Title 3 Planning Grant was funded. Schlough asked how the legislators reacted when the budget was discussed with them, if they understood the long-term ramifications, and take it seriously. The Chancellor replied that most of the legislators were knowledgeable and took the discussion seriously; however, there were some that do not.

**V. Vice Chancellor for Academic Affairs’ Report - Provost Sedlak distributed a handout, “e-Scholar Expectations for 2003-2004,” to the group and explained that this plan was currently under development and only showed the goals Stout was reaching for. This would be a collaborative effort between the students and teachers, he added, and thanked the entire faculty that participated in the project. Sedlak reported that a group of faculty volunteered to work over the summer on the NSSE data, and it was interesting to learn how students and faculty view the engagement process. Sedlak welcomed the new members from the School of Education on the Faculty Senate (Brian McAlister, Scott Orme, and Mike Galloy), and said that everyone on campus acted as “crucial cogs in preparing teachers for the future.” He added that next year, the juniors and transfer students would be brought into the e-Scholar Program, and the year after that, the graduate students would be brought in.**

**VI. Vice Chancellor for Administrative and Student Life Services’ Report – No report.**

VII. **School of Education Representation on All-University Promotion Committees (Attachment 9)**  
Ramage explained that PPC met and discussed how the School of Education should be represented on the All-University Promotion Committees. She added that the motion was unanimously approved by PPC.

**Motion:** Sherman/ Johnson moved to approve that the School of Education (SOE) have two representatives on the All-University Committee for the Associate and Full Professor levels for 2003-04.

**Vote:** Passed unanimously.

VIII. **Election of 3 Faculty Senate Reps to serve on STRAP - 3 needed (The 5 reps are filled by the Faculty Senate Chair, Vice Chair, Past Chair and 2 senators; 1 extra senator is needed as Vice Chair position is temporarily filled by Tom Allen, who is also Past Chair.) – Steve Deckelman, Anne Hoel, and Forrest Schultz volunteered to serve. Orme asked who would fill the Vice Chair’s position. Weckmueller explained that the Senate representatives only give faculty input to the Provost on this committee, and that the Vice Chair’s duties were independent. The Vice Chair (as well as all the members) only acted as faculty representatives to the Strategic Planning Committee (STRAP).**

**Motion:** Weckmueller/ Johnson moved that nominations be closed and to cast a unanimous vote for Steve Deckelman, Anne Hoel, and Forrest Schultz to serve as the Faculty Senate representatives on STRAP for 2003-04.

**Vote:** Passed unanimously.

IX. **Election of Members to Faculty Senate Election Committee (Members are Faculty Senate Vice Chair, 2 senators, and 2 non-senators that are faculty. Amy Gillett and Bill Bailey have agreed to serve as non-senators. We still need 2 senators willing to serve.) Galloy explained that the Election Committee counts the ballots whenever Senate elections are held during the year. Allen noted that the committee also does quick tallies at the end of some Senate meetings when necessary. Chris Bendel and Brian McAlister volunteered to serve as the Senate reps on the committee.**

**Motion:** Johnson/Bergquist moved to close nominations and to cast a unanimous ballot for Chris Bendel, Brian McAlister, Amy Gillett, and Bill Bailey to serve on the Faculty Senate Election Committee for 2003-04.

**Vote:** Passed unanimously.

X. **Election of College Reps and Alternates for CTEM, CAS, SOE, and CHD to serve on the Faculty Senate Executive Committee (Elected by members of each College) - Galloy reminded the group that the main function of the Executive Committee was to assist the Chair in establishing the agenda for Faculty Senate meetings. The Senators then caucused by college. Executive members selected were:**

**CTEM:** Rich Rothaupt (representative) and Steve Schlough (alternate).

**CAS:** Mark Decker (representative) and Jim Pejsa (alternate).

**CHD:** Leslie Koepke (representative) and Steve Shumate (alternate).

**SOE:** Bran McAlister (representative) and Scott Orme (alternate).

XI. **Election of Senators to Standing Committee - Nominations will be taken at the time of the election.**

1. **PPC: 2 senators for 3-year terms. Must be from the Faculty Senate. Ramage (Personnel Policies Committee Chair) explained that the major responsibilities and duties of the PPC included salary guidelines, sabbatical leave policy, promotion policy, tenure, evaluations of the administrators and deans, and anything to do with personnel issues. She added that the meeting times were coordinated around the members’ schedules and were usually once per month, but no more than twice per month. Faculty do not need to be tenured to serve on PPC. Scott Orme volunteered to serve a three-year term and Ann Parsons volunteered to serve for a one-year term.**

**Motion:** Johnson/Miller moved to cast a unanimous ballot that Scott Orme and Ann Parsons be elected to PPC.

**Vote:** Passed unanimously.

2. Other

XII. **Appoint/Elect a Faculty Senate Rep to replace Claudia Smith on the Stout Alumni Association for the remainder of her term (expiring August 24, 2005).** Gary Godfrey volunteered to serve. Galloy said that traditionally, the Faculty Senate Chair served on the Stout Alumni Association. Schlough added that it was the original intent of the Foundation to have both Senate chairs serve. It was decided to hold an election between Godfrey and Galloy.

**Motion:** Schlough/Johnson moved that nominations be closed and called for the question.

**Vote (by hand):** Godfrey-4; Galloy-15.

XIII. **Appoint/Elect a Faculty Senate Rep to the Chancellor's Coalition Addressing Problem Drinking (Attachment 8)** - Allen explained that Steve Shumate and George Smeaton expressed an interest in serving on this coalition and both have had extensive experience in this area. He noted that the Chancellor requested one person, but that he recommended sending them both. There was some discussion if the representatives needed to be Senators, but Weckmueller explained that faculty with certain qualifications and expertise in a given area could serve as Faculty Senate representatives if the Senate so wished. Evans recommended that Shumate be designated as the Faculty Senate representative and Smeaton be designated as the faculty representative.

**Motion:** Evans/Schlough moved to accept both nominees, with Shumate serving as the Faculty Senate representative and Smeaton serving as the faculty representative.

**Vote:** Passed.

XIV. **Announcement of Election Results**

XV. **Adjournment** – 4:00 p.m.

Respectfully submitted,  
David Johnson, Secretary

Recorded and prepared by,  
Joy Morical