

NOTES  
ADMINISTRATIVE BRIEFING  
UNIVERSITY OF WISCONSIN-STOUT  
SEPTEMBER 30, 2003

**I. Call to Order – 2:35 p.m.**

Mike Galloy, Faculty Senate Chair, welcomed everyone for the first Administrative Briefing of the Faculty Senate and Senate of Academic Staff. He noted that the Baldrige process influenced the work that both Senates do at Stout. All Senators receive the same data, but interpret it differently. The briefings, Galloy said, could be used to not only improve the communication process on campus, but as an opportunity for Senators to use the time as a “listening post” as they act as employees of the university. Galloy concluded by saying he hopes the process will improve Senate involvement and promote people to become more proactive rather than reactive.

Mark Skutley, Senate of Academic Staff Chair, thanked everyone for coming and trying this different format. He noted that for the briefings to be successful, the time must be limited to one hour.

**II. Chancellor’s Report – no report.**

**III. Vice Chancellor for Academic Affairs’ Report** - Provost Sedlak said that he attended the Administrative Staff Meeting for the Chancellor in Madison. Several campuses were trying a pilot program for “legacy tuition,” where the idea is trying to bring people back to Wisconsin to attend college who have left the state. For instance, he noted, that if your son/daughter went to UW-Eau Claire and now live in California, the price would be astronomical for them to finish their schooling in Wisconsin, as they would be paying out-of-state tuition. The plan is for the state to charge a compromise between the in- and out-of-state tuition, in order to help attract the people back. Provost Sedlak said that they were examining the next biennial budget, including the Economic Stimulus Package II. Do we want to go with what we have, or revise it some way? Has Wisconsin’s barometer changed? Sedlak also said that the Michigan affirmative action case was settled, where the tuition for the law school was upheld; the undergraduate school was not. He noted that campuses must fully integrate actions and plans into the school’s mission to help minimize consequences, including lawsuits. Another issue that was discussed was the pay plan; the raises could be 2% and 2%--higher than the proposed 0% and 1%. Arora asked if Stout would continue to accept transfer students. Sedlak replied that the campus would, as the tech students do very well here with a graduation rate of 75%.

**IV. Vice Chancellor for Administrative and Student Life Services’ Report - Vice Chancellor Moen explained that she would be bringing budget updates and survey results to the Administrative Briefings.**

- A. 2003 One-Minute Climate Survey (Attachment 2) – Ross Olson, Director of Budget, Planning, and Analysis, explained that the survey was developed to measure collegiality, trust and tolerance among faculty and staff at Stout and will be given again this winter. Approximately 74% of the faculty and 41% of instructional academic staff on campus responded. Olson noted that the survey results showed that the level of morale has decreased for all categories of staff since the 2002 morale survey. Of all the colleges, CAS had the lowest morale and CHD had the highest. Females had an overall higher average compared to males. Academic and Student Affairs had the highest morale overall.**
- B. Focus 2010 (Attachment 3) - Moen reminded everyone to review the Focus 2010 document and bring any suggestions to the November Focus Sessions that would be held. Moen explained that last summer, the Chancellor’s Advisory Council examined educational transformation through scenario-building exercises on what Stout’s future would look like in 2010. The group broke into three teams and reviewed three different scenarios. Koepke said that her department was concerned about the structure category in Focus 2010 and if the document would reframe a charter school concept. Moen replied that Stout was already in a customized instruction and for the campus to be successful, questions must be asked so the campus could grow and become less dependent on state funding. She reminded the group that everyone will have three ways for input: personally; through each Senate, and through the deans or unit heads. There will also be an opportunity for**

people to e-mail anonymous suggestions on their website. All suggestions will be brought back to the Chancellor's Advisory Council. Terry asked if Stout was generating more credits for dollars. Moen replied that the tuition for credit was based on the average credit load, so it wouldn't affect it. Galloy said that he would allow time for discussion of this document during each Senate Meeting.

- V. **e-Scholar Program** (Donna Albrecht; Attachment 4) – Clark Leeson explained that the e-Scholar associates had been charged with providing information to various campus groups on a regular basis. He said that when e-Scholar began, subcommittees contacted faculty concerning what type of software they wanted their students to use on their laptops and for use in their classrooms. Some faculty wanted their software to be available directly to their own students; others wanted their software placed on a “Key Server,” in order to deliver specialized software to different classes (i.e., Photo Shop, Graphical Analysis, Dream Weaver, etc.). Ultimately, the key server would hold and distribute specialized software to those that need it. Darren Hoyland has been hired to maintain the Key Server and was currently busy activating the system. Currently, there were fifteen programs being monitored by the Key Server. Of those fifteen, seven were Adobe programs, five were micro-media programs, and two were chemistry-related. The software would be available mostly in labs in different areas of the campus. Leeson asked Senators to notify Doug Wahl or Darren Hoyland (x5199) if they wanted specific software placed on the Server and to ask Diane Christie if they weren't sure if their software was compatible or legal with the system. The software would be accessible to students using lap tops, and others without laptops could download necessary installers in order to get the software from the Server.

Meredith Wentz, Budget, Planning and Analysis Office, explained that the executive summary of the e-Scholar document could be found on their website and gave an overview. She said that the question the e-Scholar group asked was if the laptop program had an impact on student grades. Does the laptop program have an influence on a student's decision to withdraw from courses? Wentz explained that they examined student grades and the courses that used laptops exclusively and compared them to student course grades and withdrawals in the same course prior to implementation of the laptop program. There was an improvement in six of the nine courses reviewed by 67%. Wentz stated that there also was a smaller percentage of spring 2003 laptop students who dropped courses compared to non-laptop students enrolled in the same courses in Spring 2001/2002.

**MINUTES  
FACULTY SENATE MEETING  
SEPTEMBER 30, 2003**

**ATTENDANCE:**

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

**SECRETARY:**  
**PAST CHAIR:** Tom Allen

**PRESENT:** M. Arora, C. Bendel, T. Bensen, P. Calenberg, S. Deckelman, M. Decker, G. Earl, B. Evans, G. Godfrey, L. Koepke, B. McAlister, L. Miller, S. Orme, A. Parsons, J. Pejsa, R. Rothaupt, S. Schlough, F. Schultz, M. Spencer, S. Terry, N. Weckmueller, G. Wheeler

**EXCUSED:** B. Bergquist, K. Deery, A. Hoel, D. Johnson, B. Peters, M. Sherman

**GUESTS:** Provost Sedlak, A. Ramage

**I. Call to Order – 3:33 p.m.**

**II. Announcements and Information**

Galloy stated that he attended the Quality Improvement in Higher Education Conference on September 24. The keynote speaker was Dr. Katharine Lyall, President of UW-System, and she talked about “Improving Performance Outcomes: Critical to our Future.” Galloy explained that the conference was put on to help institutions meet the significant challenges facing higher education in Wisconsin and that UW-Stout was the model for systematic organizational change in applying the Malcolm Baldrige National Quality Standards. He noted that our campus was data-driven and encouraged Senators to review the data they receive in order to determine how it affects them as individuals and the campus as a whole. Galloy said that he and Mark Skutley, Senate of Academic Staff Chair, sit on the Chancellor’s Advisory Council—one of the most powerful committees on campus that decides the future for Stout. He asked the Senators to also read material posted on the Budget, Planning and Analysis Office website as well.

- A. Gladys Earl is the new Senator from Food & Nutrition (taking Carol Seaborn’s place)
- B. Revised Faculty Senate Meeting Schedule (Attachment 10) – Galloy announced that the meeting schedule was changed to include the Administrative Briefings for this semester.
- C. Move to an Electronic Format – Galloy explained that all meeting agendas and packets would eventually be sent to Senators electronically. However, paper and the electronic version would be sent to people for a couple of times in order to help them adjust to the new process.

**III. Minutes of September 16, 2003 (Attachment 1)**

**Motion:** Bensen/Koepke moved to approve the Minutes of September 16, 2003.

**Vote:** Passed unanimously.

**IV. Committee Reports**

- A. EAC Report (Donna Albrecht; Attachment 5)
- B. Election Committee Report (Tom Allen; Attachment 6) – Allen stated that the attachment indicated who was elected to serve on the All University Promotion Committees.
- C. PRC Report (Dick Tyson; Attachment 7)
- D. Department Representatives – Galloy reminded department representatives to report at their departmental meetings and gather feedback on issues from their constituents.  
Orme: The School of Education continues to work on their Bylaws.  
Decker: The English & Philosophy Department was concerned about Focus 2010.  
Schultz: The Chemistry Department was increasing its laptop utilization in the labs.  
Earl: The Food & Nutrition Department was updating its Bylaws. She said that the parking problem was still an issue and suggested using a shuttle service.  
Calenberg: Speech, Communication, etc. was working on their Bylaws; the department expressed opposition to the same number of days in each semester.  
Bendel: Mathematics, Statistics & Computer Science was utilizing the Key Server and

with laptops.

**Koepke:** HDFLCES was discussing Focus 2010.

**Evans:** The Social Science Department was concerned about the number of students enrolled and the increased number of contact hours faculty/staff have.

**Terry:** The Johnson Fieldhouse floor was completed, the softball field was dedicated, and they recently had a successful hall of fame ceremony for their 25<sup>th</sup> anniversary.

**Miller:** Biology Department was working on a strategy plan to hire two more faculty.

**Ramage:** Asked Senators to tell their constituents that there will be workshop for promotion committees on October 8, 4:00-5:00 p.m., in the Rooms 144/146 of the Commons.

**V. Old Business**

- A. Add/Drop Policy (for information and discussion; EAC) – Galloy stated that this item would be placed on hold.**
- B. Graduate Education Committee Bylaws (Galloy) – Galloy explained that the Graduate Council was in the process of reviewing the language in the proposed Bylaws and that they may need to be revised to address the Council’s concerns.**
- C. Other**

**VI. New Business**

- A. Elect Faculty Senate Rep to Student Tech Fee Committee (Galloy) – Galloy explained that this group determined how the money was spent that supports technology on campus (i.e., keeping the network upgraded, maintaining the Key Server, etc.) McAlister nominated Steve Schlough and Schlough agreed to serve.**

**Motion: McAlister/Weckmueller moved to approve Steve Schlough to serve as Faculty Senate’s representative on the Student Tech Fee Committee.**

**Vote: Passed with 1 abstention.**

- B. Resolutions on Health Benefits and Salary Plan (Mark Decker; Attachments 8 & 9) Decker explained that he wrote the attached resolutions to address the Faculty Senate’s concerns at their last meeting rejecting the proposed self-funded pay increase and urging the retention of the current benefits structure of UW-System. Discussion ensued regarding senior faculty taking more salary from junior faculty in order to fund the pay raises. Some Senators were concerned that the proposed pay raise would set a precedent for the future.**

**Motion: Weckmueller/Koepke moved to approve the Resolution Rejecting the Proposed Self-Funded Pay Increase.**

**Vote: Passed with 1 abstention.**

**Motion: Weckmueller/Decker moved to approve the Resolution Urging the Retention of the Current Benefits Structure of the UW-System.**

**Vote: Passed with 1 abstention.**

- C. Administrators on Faculty Committees (for information and discussion; PPC) – Ramage distributed the following motion for discussion and stated that it passed unanimously by PPC:**

**“Administrators serving as Assistant or Associate Deans or above may not serve on departmental level committees that review faculty performance, promotion, or tenure.”**

**Galloy explained that he received a call from an associate dean questioning serving on an All-University Promotion Committee while serving as associate dean for 50%, and PPC was requested to address the issue. Ramage noted that the motion was primarily meant for tenure committees and passed after much discussion during their PPC meeting. Much discussion ensued regarding the difference between the promotion and tenure process. Evans noted that there could be a conflict of interest with having an administrator serve in two positions; however, deans and other administrators have plenty of opportunity to state**

**their thoughts concerning tenure. Orme said that it could create a dual relationship for a particular administrator. Evans added that it probably wouldn't be a problem at the university level, but could be one at the college level. Ramage asked the group if they wanted PPC to amend the motion to be more specific. She added that it would be beneficial to pass the motion as soon as possible, as the promotion committees start meeting after October 10. It was decided for Ramage to bring a friendly amendment from PPC to the Faculty Senate Executive Committee as soon as possible.**

**D. Other**

**VII. Adjournment – 4:15 p.m.**

**Respectfully submitted,  
David Johnson, Secretary**

**Recorded and prepared by,  
Joy Morical**