

**ADMINISTRATIVE BRIEFING
UNIVERSITY OF WISCONSIN-STOUT
SEPTEMBER 7, 2004
BALLROOM C
2:30 P.M.**

Mike Galloy, Faculty Senate Chair, welcomed everyone at 2:30 p.m. and explained that the Administrative Briefings provided an opportunity to bring both Senates together in order to hear briefings and reports given by the campus Administrators. Vi Jones, Senate of Academic Staff Chair, then introduced herself to the group.

- I. **Chancellor's Report** – Provost Sedlak reported that Chancellor Sorensen had knee replacement surgery and went home from the hospital on September 3. He and the Chancellor were scheduled to meet with the technical college presidents on Friday, September 10, in Eau Claire concerning how UW-Stout could align itself better with them and their programs and also how to help make a smoother transition for their students when they transfer to UW-Stout.
- II. **Vice Chancellor for Academic Affairs' Report** - Provost Sedlak reported that UW-Stout was lagging in its enrollment by 377 FTE's below its target of 6,991 students this fall and, as a result, would create problems for the campus in the future. Sedlak explained that the campus would discontinue setting individual programmatic targets by majors and to just let the enrollment rollout instead. He noted that the campus turned down a couple hundred students last year because of this and couldn't afford to do it again in the future. Enrollment will be monitored very closely and resources reallocated accordingly, he concluded.
- III. **Vice Chancellor for Administrative and Student Life Services' Report** – Vice Chancellor Moen distributed a flow chart of her Division to the group and explained that the Administrative and Student Life Services' Mission was promoting the growth of students by providing quality programs, services, and facilities in collaboration with the University, community, and others they served. She then introduced each of her Directors to the Senators: Bob Johnson, Assistant Vice Chancellor, is also Director over Student Life Services (the largest unit in Moen's division); Ross Olson is the Director of Budget, Planning & Analysis and the Business & Financial Services; and Wayne Argo, Director of Human Resources, Safety & Risk Management, and Hazardous Materials Management. Ted Hendzel, Director of the Physical Plant, explained where the campus was concerning the re-keying project. He explained that the project began last April, and that the state has agreed to supply its funding. The campus locksmith was doing the engineering and the entire campus should be re-keyed by the end of November. The residence halls were re-keyed during this summer. Hendzel added that faculty/staff would be notified when their new keys would be coming in and must go to General Services in order to sign for their own keys. If people have exterior door keys, they will continue to work in the handicapped entrances until the card access project was completed. Hendzel concluded by saying that if there were any problems with the keys, or if other exterior doors should have card campus, to please contact Don Moats.

**AGENDA
FACULTY SENATE ORGANIZATIONAL MEETING
SEPTEMBER 7, 2004
BALLROOM B – (Following Administrative Briefing)**

ATTENDANCE:

CHAIR: Mike Galloy
PAST CHAIR: Tom Allen

VICE CHAIR: Steve Schlough
SECRETARY: David Johnson

PRESENT: M. Arora, C. Bendel, T. Bensen, D. Brouillard, P. Calenberg, St. Cole, M. Decker, G. Earl, G. Godfrey, A. Hoel, D. Johnson, L. Koepke, K. McDonald, L. Milanesi, L. Miller, M. Ondrus, S. Orme, B. Peters, F. Schultz, R. Teleb, N. Weckmueller, G. Wheeler

EXCUSED: B. Bergquist, B. Evans, B. McAlister, M. Sherman, S. Terry, S. Zimmerman

GUESTS: A. Ramage

ORIENTATION FOR NEW SENATORS

- I. **Open Meeting Orientation for New Senators** – Chair Mike Galloy welcomed everyone to the first meeting of the 2004-2005 Faculty Senate and explained that the Senate meetings would immediately follow the Administration Briefings, so no start times would be indicated on the Agendas. Galloy stated that he would like to use the e-mail system to send out the Senate agendas and packets. All packet information and

material would need to get to Joy by Fridays, so she could distribute them on Monday mornings. He asked that Senators print out their copies and then bring them to the meetings. Galloy also noted that if someone needed a paper copy, he/she should contact Joy.

Chair Galloy reported that there was a UW-System Compensation Advisory Committee Meeting on September 3 via teleconference and asked Anne Ramage, Chair of the Personnel Policies Committee to comment. Ramage reported that three faculty and three academic staff attended the teleconference. Faculty were 6-6.7% behind their peers in other institutions for the next biennium. She explained that they discussed how the Wisconsin campuses were hiring faculty at decent salaries, but after they obtained tenure, comparable raises weren't following. Ramage said that UW-System would like faculty to send them anecdotal stories on the subject--such as first offers that were rejected, countered, losing good faculty members to hirer-paying jobs, or departmental budgets that were so low that a counter-offer couldn't be made. She asked for people to send their experiences to either herself or Mike Galloy and then they would pass them down to UW-System. Ramage also stated that the majority of Regents supported faculty needing more money in order to just catch up, but they really didn't know how that would happen with the current budget. She added that academic staff salaries were even worse—they would need a 20% raise to bring them up to comparable academic staff salaries at other peer institutions.

- II. Senate Structure, Simplified Parliamentary Procedure (from “Roberts Rules of Order”), Open Meeting Law, Responsibilities, etc. (Attachments A & B) Chair Galloy requested for Senators to read their packet handouts. He explained that the Faculty Senate Meetings were run by Parliamentary Procedure. Galloy also reminded the group that they served as liaisons between their units/departments and to please pay attention to their constituencies input on how they would want them to vote on the issues.

Steve Schlough, Faculty Senate Vice chair, reported that he attended a Faculty Representatives Meeting in Madison on September 3. He said that Wisconsin ranked number 47 (3rd from the bottom state) for faculty pay and that UW-System was losing good people to other states that could pay higher salaries. Schlough said that he would distribute an e-mail to Senators with more information. He added that UW-System formulated a process that could help get new programs approved quicker. He also stated that anyone could receive a legislative distribution list from System so faculty could contact their district representatives easier.

ORGANIZATIONAL MEETING.

I. Call to Order – 3:20 p.m.

II. Announcements

- A. Introductions of New Senators (Mike Galloy, Chair; Steve Schlough, Vice Chair; Tom Allen, Past Chair and CHD Rep.; David Johnson, Secretary; Radi Teleb and Marty Ondrus, CAS Reps.; Steve Cole and Kevin McDonald, CTEM Reps., Alan Scott, Physics Rep.) Chair Galloy stated that Bob Peters was the new departmental representative for Rehabilitation and Counseling, Denise Brouillard was the School of Education's representative, and Gladys Earl's term as representative to the Food and Nutrition Department was renewed for another three years.
- B. Faculty Senate Resolutions for 2003-2004 (Attachment 1) – Galloy said that this attachment showed what the Faculty Senate accomplished last year.
- C. Faculty Senate Meetings for 2004-2005 Attachment 2) – Galloy reminded the group to please pay attention where the Senate Meetings were held.
- D. Faculty Senate Membership for 2004-2005 (Attachment 3) – Galloy asked Senators to contact Joy if there were any corrections.
- E. Sabbatical Quotas for 2005-06 (Attachment 4) - Galloy reported that there were ten sabbaticals available for this year.
- F. Other
 1. Faculty Reps Meeting at UW-Superior, August 13-14, 2004 – Chair Galloy stated that Steve Schlough would attend the Faculty Representative's Meetings this year in his place due to conflict. He explained that a retreat was held August 13-14 to discuss system-wide what was going on with other campuses. Galloy said that UW-Stout was comparatively the best campus in the System for governance and added that our administration tended to be much

more open to listening and including all of the Senates into their decision-making process. He thanked Chancellor Sorensen for incorporating the Baldrige process into governance on campus. Schlough added that he felt there was an interesting group of people coming from the other UW-System campuses. Historically, faculty representatives have been reactionary to items and topics coming from their campuses and System. During the retreat, he noted, that the representatives would like to be more proactive this year. Schlough asked that if any Senators had any thoughts or input on any of the issues, to please contact him and they would be brought up for discussion during the next Representatives' Meeting.

III. Minutes of May 11, 2004 (Attachment 5)

Motion: Milanese/Peters moved to approve the Minutes of May 11, 2004.

Vote: Passed unanimously.

Steve Schlough, Faculty Senate Election Committee Chair, held the elections.

IV. Election of 2 Faculty Senate Reps to serve on STRAP (The 5 reps are filled by the Faculty Senate Chair, Vice Chair, Past Chair, and 2 senators) - Galloy announced that Anne Hoel and Forest Schultz volunteered to serve again on STRAP for 2004-2005.

Motion: Weckmueller/ Miller moved that Anne Hoel and Forest Schultz serve as Senators on STRAP for 2004-2005.

Vote: Passed unanimously.

V. Election of Members to Faculty Senate Election Committee (Members are Faculty Senate Vice Chair, 2 senators, and 2 non-senators that are faculty.) Galloy explained that the Election Committee counted the ballots whenever Senate elections were held during the year. Schlough said that Amy Gillett, Chris Bendel and Bill Bailey were willing to serve again; however, one more Senator was needed to serve. Weckmueller nominated Bob Peters. Milanese seconded his nomination.

Motion: Miller/Koepke moved that nominations be closed and to cast a unanimous vote for Chris Bendel, Amy Gillett, Bill Bailey and Bob Peters to serve on the Faculty Senate Election Committee for 2004-2005.

Vote: Passed unanimously.

VI. Election of College Reps and Alternates from CTEM, CAS, CHD, and SOE Senators to serve on the Faculty Senate Executive Committee (Elected by members of each College) - Chair Galloy explained that the Executive Committee met on alternate Tuesdays from the full Senate Meetings and set the agenda for the Faculty Senate Meetings. He noted that he would like for the Executive Committee to take a leadership role in reviewing issues this year (such as the White Paper) and be proactive, rather than reactive. The Senators then caucused by college. Executive members selected were:

CAS: Martin Ondrus (representative) and Mark Decker (alternate).

SOE: Scott Orme (representative) and Brian McAlister (alternate).

CHD: Leslie Koepke (representative) and Bob Peters (alternate).

CTEM: Anne Hoel (representative) and Gary Godfrey (alternate).

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

A. PPC: 3 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 related to 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. Bob Peters, Mark Decker, Radi Teleb, and Kevin McDonald agreed to serve, if elected. Schlough distributed ballots and a vote was taken for only three people. Winners of the election were Kevin McDonald, Bob Peters, and Mark Decker.

Motion: Miller/Godfrey moved that the Faculty Senate representatives serving on the Personnel Polices Committee for three-year terms be Kevin McDonald, Bob Peters, and Mark Decker.

Vote: Passed unanimously.

VIII. **Appoint/Elect a Faculty Athletic Reps to WIAC for 2004-2006 (Dr. Donna Stewart and Dr. Tom Franklin are willing to serve again; Attachment 6)**

Motion: Allen/Godfrey moved to approve Dr. Donna Stewart and Dr. Tom Franklin as the Faculty Athletic Reps to WIAC for 2004-2006.

Vote: Passed unanimously.

IX. **Appoint/Elect a Senator to serve on the Finance Committee for a 3-year term** – Chair Galloy explained that the Faculty Senate voted to reactivate the committee last year and that one of the membership requirements was a member from the Faculty Senate.

Motion: Miller/Milanesi moved that Galloy should appoint a Senator, since no volunteers came forward during the meeting.

Vote: Passed unanimously.

X. **Announcement of Election Results**

Ned Weckmueller asked that the Administrative Briefings be examined again at the next Faculty Senate Meeting and that it be placed on the September 14 Faculty Senate Executive Committee Agenda. Galloy said that he would put it on the Agenda.

XI. **Adjournment** – 4:00 p.m.

Respectfully submitted,
David Johnson, Secretary

Recorded and prepared by,
Joy Morical