

**MINUTES
FACULTY SENATE MEETING
SEPTEMBER 16, 2003**

ATTENDANCE:

CHAIR: Mike Galloy
VICE CHAIR: Vacant

SECRETARY: David Johnson
PAST CHAIR: Tom Allen

PRESENT: M. Arora, C. Bendel, T. Bensen, P. Calenberg, S. Deckelman, M. Decker, K. Deery, B. Evans, G. Godfrey, A. Hoel, L. Koepke, B. McAlister, L. Miller, S. Orme, A. Parsons, Jim Pejsa, R. Rothaupt, S. Schlough, F. Schultz, C. Seaborn, M. Sherman, M. Spencer, G. Wheeler

EXCUSED: B. Bergquist, B. Peters, S. Terry

GUESTS: Chancellor Sorensen, Provost Sedlak, D. Moen, C. Smith, J. Brown, B. Johnson, W. Argo, T. Hendzel, R. Olson, M. Wentz

I. Call to Order – 2:35 p.m.

II. Announcements and Information

- A. Kathleen Deery is new Senator from Rehabilitation and Counseling**
- B. Carol Seaborn is new Senator from Food & Nutrition**
- C. Salary Compensation Report (Mike Galloy; will be brought to the meeting) - Galloy distributed the minutes from the June 10, 2003, UW System Advisory Committee on Fringe Benefits Meeting to the group and explained that he served as Stout's faculty representative on the committee. He asked for Senators to give him feedback that he could take to the next meeting. Galloy explained that health care insurance premiums will be reflected in a 3-Tier plan, beginning on January 1, 2004. This plan was created to hold costs down and encourage state employees to choose efficient quality health care. Each tier will provide the same level of benefits, with employee contributions at the lowest for plans placed in Tier-1. Galloy noted that the state was hoping that 80% of its employees would move to a Tier-1 plan. Argo added that Valley Health was a Tier-2 plan, Humana was a Tier-1, and all represented employees will be bargaining their insurance this year. 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. System is proposing that if faculty/staff would pay a higher insurance 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 premiums. More information would be coming out concerning this topic, but a decision must be made by October 10—when Open Enrollment begins. Much discussion ensued regarding if Stout's Faculty Senate should send a consensus statement or vote that Galloy could bring to UW-System. It was decided that the Senate would discuss the issue and vote later in the meeting.**

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.

III. Minutes of September 2, 2003 (Attachment 1)

Motion: Schlough/Orme moved to approve the Minutes of September 2, 2003.

Vote: Passed unanimously.

IV. Chancellor's Report - Chancellor Sorensen gave his time to the Provost.

- V. Vice Chancellor for Academic Affairs Report – Provost Sedlak distributed a Draft of the UW/WTCS Transfer Plan to the group and explained that it was a new agreement regarding transfer credits between UW-System and the technical colleges. He said that Stout could transfer up to 25 credits from WTCS core courses. However, it could be problematic for some of the**

majors on campus (especially Engineering and Teacher Education). Sedlak encouraged Senators to e-mail him with any suggestions or comments they have.

- A. **One-Minute Governance (Claudia Smith and Meridith Wentz)** - Smith explained that the purpose of their report was to review the findings and recommendations from last year's governance survey and to promote participation in the Fall 2003 One-Minute Governance Evaluation. She added that the survey results would help assess and improve the quality of contributions that faculty and academic staff governance systems make to Stout's overall operation and to employee satisfaction. The evaluation included two survey instruments (a full survey given every three years; a one-minute survey given in alternate years). Wentz explained that there were two survey versions--one for each Senate--and that the surveys assess the effectiveness of each Senate as defined by Wisconsin's State Statutes requirements, as well as the key stakeholders on campus. Wentz said that each survey had five major sections. These include how effective the Senate addresses its roles and responsibilities; communicate with constituents and administrators; how aware faculty/staff were of the Senates; were faculty/staff involved and interested in the Senates; and addressed governance at the department and college levels. Smith said that there was a 31.4% response rate for faculty and an 18.9% response rate for academic staff in the last survey. This year's survey will be distributed in October to all faculty and academic staff. Last year's survey results showed that faculty and academic staff were knowledgeable of each Senate's roles and responsibilities and that they also were aware of the involvement each had in representing their constituents' interests. Recommendations for the Senates included improving communications, submitting an annual governance report, improving their websites, providing training for new Senators, and examining college and departmental governance structures. Smith concluded that the full report was posted on the Web. Galloy asked the Senators to encourage their department members and constituents to complete the survey when it comes out in October.

VI. Vice Chancellor for Administrative and Student Life Services' Report

- A. **Review Administrative and Student Life Services Organizational Chart (Attachment 2)** - Moen thanked the Faculty Senate in allowing her to come this year and share reports and documents with the Senators. She said that her division was committed to promoting the growth of students by providing quality programs, services, and facilities in collaboration with the University, community, and others they serve. Moen then asked her four directors to introduce themselves: Ted Hendzel, Director of the Physical Plant; Wayne Argo, Director of Human Resources, Safety & Risk Management, and Hazardous Materials Management; Ross Olson, Director of Budget, Planning & Analysis and Business & Financial Services; and Bob Johnson, Assistant Vice Chancellor for Student Life Services.
- B. **2003 ACT Student Opinion Survey (Attachment 3)** - Olson explained that the survey was also on the BPA Website and that it was conducted to determine the level of satisfaction with certain services or programs and overall college environment at Stout. He noted that it was given last spring to sophomore and junior students and covered 23 college services. Stout's highest ratings were Day Care Services at 4.60 and Veterans Services at 4.36. Stout's lowest ratings were Parking Facilities & Services at 2.47 and the Honors Program at 3.38.

V. Committee Reports

- A. **PPC Report (Dick Tyson; Attachment 4)**
- B. **Election Committee Report (Tom Allen; Attachment 5)** - Allen reported that the Promotion Committee ballots would be counted on September 17 and that this date was also the deadline for the committee "call for nominations." Allen added that e-mail requests seemed to get a better response from faculty responding to committee vacancies.
- C. **Department Representatives** -
Leslie Koepke - The HDFLCES Department was revising its bylaws and new mission statement.
Carol Seaborn - The Food & Nutrition Department is revising its bylaws.
Geof Wheeler - An Art & Design Department member was wondering if the school calendar could be changed to allow longer class periods and also if faculty could opt for a 12-month payroll? Argo said that the current payroll system won't allow us to do a 12-month schedule; however, a new payroll system would be in place by January, 2005, and it

could be an option at that time.

Scott Orme - The School of Education was in the process of developing its bylaws.

- D. Other – Beckham announced that Ken Parejko was the new chair of the General Education Committee and that the Assessment Model was for information only. Galloy distributed this document to the Senators. Beckham added that GEC would be working on a modification of the model very soon and asked that Senators e-mail her or Parejko with any feedback they may have.

VIII. Old Business

- A. Other

IX. New Business

- A. Faculty Senate Adjustments to Accommodate the School of Education – Galloy explained that the Faculty Senate and standing committees would need to be restructured to accommodate the new School of Education. He noted that a task force has been formed to prepare a draft proposal for the Senate’s approval; members include Weckmueller, Ramage and Galloy.
- B. Grade Change Policy (Attachment 6) – Galloy explained that this item did not go forward last year and that Stout was still operating under the old policy written in the Handbook. Miller said that EAC would like to develop a stronger argument for the new policy and asked if EAC could revisit the issue. The Senate agreed that it would go back to EAC.
- C. GEC and CIC Motion on Program Changes to General Education Requirement (Sue Beckham; Attachment 7) – Beckham distributed a revised motion, dated September 2, to the group and explained that it clarified the responsibilities of GEC and CIC when program revisions seem not to comply with University General Education programs. The two committees felt that not only would the motion codify their relationship, but would also help ensure that the spirit of General Education at Stout was not accidentally violated.

Motion: Beckham/Decker moved to approve the following GEC and CIC Motion:

“That any changes in General Education minimum requirements and any changes in the distribution of minimum requirements in proposed new programs or program revisions that do not reflect the General Education Program is currently published in the Curriculum Handbook must be approved by the General Education Committee before the program revision is considered by the Curriculum Committee.”

Chancellor Sorensen asked Beckham how often courses were changed. Beckham replied that there were only a few minor changes to some of the courses when reviewed and explained that every time a program change in General Education comes up, it carefully gets reviewed by GEC. Smith asked Beckham if GEC’s recommendations would come through the Faculty Senate for approval. Beckham replied that they would.

Parsons offered a friendly amendment to the last sentence of the motion, changing the “Curriculum Committee” to the “Curriculum and Instruction Committee.”

Vote: Passed unanimously.

- D. Calendar Change to EAC (Mike Galloy) – Provost Sedlak asked that EAC revise next year’s calendar differently so that students would be on campus fewer days before classes began. He explained that there were many problems this year with student drinking behavior, including a high rate of citations given for underage drinking. Schlough asked if there were any specific rules on how much contact time Stout needed to have. Miller replied that there were guidelines published by the Board of Regents and would provide these to Senators when EAC presents the new calendar this year. Schlough asked Miller to study the 45-minute class period, as it could give the campus more flexibility for beginning classes each semester.

- E. **Graduate Education Committee Draft (Attachment 8) – Galloy distributed a page from the NCA Handbook and explained that Stout was out of compliance for one of the NCA requirements. He encouraged Senators to take the bylaws to their constituents to get feedback, as this will come to the Faculty Senate to approve the Graduate Education Committee as one of its standing committees.**
- F. **Faculty Senate/Senate of Academic Staff Administrative Briefings (Mike Galloy; Attachment 9) - Galloy explained that administrators give the same presentations for both Senates. Mark Skutley, Senate of Academic Staff Chair, asked Galloy if the Faculty Senate could consider holding joint administrative briefing sessions for approximately the first hour on Tuesdays. He stated that the Executive Committee was agreeable to give the process a trial run. Discussion ensued regarding what seating arrangement could best accommodate both Senates fairly and allow everyone to hear what was said. Weckmueller suggested using microphones for the presenters and Senators. Galloy said that it was important for the Faculty Senate to protect the current communication mechanism it had with the administrators. Hoel suggested setting a timeframe now in order to avoid any hard feelings that could come up later, and offered to re-examine the issue after the first semester. The Faculty Senate gave its consensus to try it for first semester.**
- G. **Other – Galloy asked if there was a motion regarding Stout’s position on salary and benefits that was discussed earlier in the meeting. Sherman distributed two resolutions passed by the Faculty Senate from UW Oshkosh and UW Extension’s Faculty Senate to the group. Schlough said that he liked the format that UW Oshkosh used. Allen said that he didn’t like either proposal’s language, and suggested that Galloy reflect that Stout’s Faculty Senate was uncomfortable with the proposal during the next meeting in Madison. Parsons asked Senators if the Faculty Senate could simply have a vote “on the record” saying that the Senate did not support it. Orme agreed and said a vote, in addition to a resolution, showed more strength and that the Senate stood behind its statement.**

Motion: Parsons/Schlough moved to have Galloy, as Stout’s representative, report back to System that the Faculty Senate at UW-Stout does not support the 3-Tier Health Benefits Plan or the increase in pre-tax health care premiums to “fund-your-own-raise plan.”

Vote: Passed unanimously.

Deckelman agreed with Orme’s statement and asked that a resolution be written as well. Decker offered to draft a resolution and bring it to the September 23 Faculty Senate Executive Committee Meeting.

X. Adjournment – 4:08 p.m.

**Respectfully submitted,
David Johnson, Secretary**

**Recorded and prepared by,
Joy Morical**