

UNIVERSITY OF WISCONSIN-STOUT  
SENATE OF ACADEMIC STAFF  
MINUTES  
January 31, 2006

**ATTENDANCE**

CHAIR: Vi Jones  
SECRETARY: Dennis Shaw

PRESENT: Heidi Gilbertson-Gansberg; Ilse Hartung; Krista James; Vi Jones; Lelah Lugo; Kari Merritt; Robin Muza; Heidi Rabeneck; Peter Schlosser; Dennis Shaw; Evan Sveum; Brenda Swannack

ABSENT: Lori Anda-Bowen (excused); Michael Lawler (excused) ; Jennifer Rudiger (excused); Sherwood Thompson (excused); Ryan Wilson; Darrin Witucki (excused)

GUESTS: Margy Ingram

**I. Call to Order:** The meeting was called to order by Chair Jones at 3:30pm.

**II. Announcements and Information:**

Chair Jones welcomed back Senator Lugo. She also mentioned that she spoke with the editor of the Stout Outlook magazine as Ken Neuberg, the recipient of the Chancellor's Academic Staff award was omitted from an article listing the annual award recipients. Also, kudos go out to Senator Merritt who was recognized by the Wisconsin Educators.

With consent of the senate, Item VI. A. was moved up the agenda in order to make sure Senators who need to leave early have an opportunity to debate it.

**VI. New Business**

**A. SB452**

The following resolution was introduced:

**Draft Senate of Academic Staff Resolution  
on Senate Bill 452 - Faculty and Academic Staff Collective Bargaining Legislation**

WHEREAS, the University of Wisconsin-Stout Senate of Academic Staff feels that shared governance already provides both employees and students the opportunity have a voice in determining polices, including personnel policy, on campus; and

WHEREAS, Wisconsin State Statute 36.09(4m), made law 20 years ago, provides for

shared governance rights of Academic Staff; and

WHEREAS, we feel that the UW-Stout administration continues to include representation from all three senates in virtually all major campus decisions; and

WHEREAS, some would argue that if afforded the opportunity for Academic Staff to organize into collective bargaining units that there might not be the continued need for the shared governance rights we now enjoy; and

WHEREAS, Wisconsin State Senate Bill 452 (SB452), the legislation proposed to establish faculty and academic staff collective bargaining rights, would place faculty and academic staff into separate bargaining units that by law could not be combined; and

WHEREAS, the UW-Stout Senate of Academic Staff has long opposed the decoupling of faculty and academic staff benefits and compensation plans; and

WHEREAS, SB452 initially separates each campus Academic Staff into different, smaller, less-powerful bargaining units which will place the faculty at Madison and Milwaukee in a better position to demand and receive a larger part of any compensation package approved by the legislature, while academic staff at UW-Stout and the other campuses would surely be left with little or nothing; and

WHEREAS, SB452 removes the right to strike of collective bargaining units, effectively eliminating any bargaining power those units might have; and

WHEREAS, a January 2006 Associated Press story about the bill indicates that the "additional administrative cost could be as high as \$2.5 million per year" due to the "more than 30 new administrators needed to administer the contracts and handle grievances..."; and

WHEREAS if the state had an extra \$2.5 million to give the university, we strongly feel it would be better spent reinstating some of the academic staff positions eliminated in the past several budget cuts; now, therefore be it

RESOLVED, that the Senate of Academic Staff at the University of Wisconsin-Stout, being duly elected to represent and speak for Academic Staff employees as provided for in state law, strongly opposes Senate Bill 452.

**Motion:** Senator Lugo moved that the Senate of Academic Staff approve the above resolution. Senator Muza seconded the motion.

**Discussion:** Discussion points included:

- Several Senators spoke about the importance of sending the message that we do not want the Faculty and Academic Staff to be separated.
- Chair Jones presented information from TAUWP representatives at Stout who are supporting the bill and therefore would not want us to pass this resolution

- Senators wanted it known that we do not oppose all legislation that would allow collective bargaining. This bill (SB452), as written, is not acceptable.

***Motion to amend:***

Senator Sveum moved that the words "as currently written" be added to the end of the "Resolved" clause. Senator Muza seconded the motion.

***Vote on amendment:***

Passed unanimously.

***Vote on resolution as amended:***

Passed on voice vote with no one voting against and one abstention.

**III. Approval of Minutes:**

Minutes from the December 13, 2005 meeting were discussed and approved for filing.

**IV. Reports (*Distributed as E-mail Attachments*)**

**A. Personnel Committee – Senator Lugo**

Salary Guidelines have gone forward to the Chancellor.

**B. Professional Development Committee - Senator Rudiger**

The Professional Development Grant committee has not met since our award review meeting in November. The deadline for the next awards cycle is March 1, 2006. Projects occurring any time during the next fiscal year, July 1, 2006-June 30, 2007 will be considered.

The committee continues to entertain Just-In-Time proposals for programs or projects which do not fit into the regular biannual cycle. To date nine proposals have been funded through these dollars.

For more information about professional development funding opportunities contact Research Services.

**C. Elections Committee – Senator Shaw**

The Election Committee has not met since the last Senate meeting. Committee Chair Dennis Shaw has met with the joint Faculty Senate/Senate of Academic Staff Digital Governance Task Force and has been given access to the Learn @ Stout system to explore using that system for possible electronic voting of Senators and Chair for the Spring 2006 elections. A second reading of the by-laws changes to allow for electronic voting will be made at the 1/31/06 Senate meeting to prepare us should electronic voting be possible through that system.

Senator Shaw also indicated his intention to step down as Elections Committee Chair as he plans to run for Senate Chair next year and does not feel he should oversee the election if he is on the ballot for Chair. He asked for volunteers to complete the year as Committee Chair (must be a Senator).

#### **D. Curriculum & Instruction Committee – Senator Sveum**

Minutes of the December 15, 2005 Curriculum and Instruction Committee meeting were sent to Senators via email but was not in a format to cut and paste into the minutes. Contact the Senate Office if you want a copy sent to you.

Senator Sveum indicated that CIC is a very busy committee right now.

#### **E. Educational Activities Committee – Senator Shaw**

From December 16, 2005 EAC meeting:

##### Subcommittee Reports

- Academic Standing: Waiting for data from Kirschling and Thomas. Will be meeting again on January 20th.
- Attendance Policy: A copy of the subcommittee's report was distributed. Faculty Senate charged EAC to consider having an attendance policy. The subcommittee is against having such a policy. They will make a formal recommendation to EAC at the next meeting.
- FSSE and NSSE Report: The subcommittee will be meeting again this afternoon with Meridith Wentz from the Budget, Planning and Analysis Office.

##### Credit-by-Exam

Albrecht stated that last semester the Faculty Senate felt the fee should not be stated in the Credit-by-Exam Policy. Plus each department would determine the dollar amount per credit because the cost is different depending on the course. The departments have been notified of this change. Kirschling questioned if a course fee form would need to be filled out and approved so the Bursar's Office would know what amount to charge the students. Albrecht will contact Schlough who is the Faculty Senate Chair and Provost Furst-Bowe to get their input.

##### Mandatory Declaration of Major by the End of the Students Third Term

Faculty Senate charged this committee to look into having students declare a major by the end of their third term. The committee would like to see the number of students who have not done this before making a recommendation. Wu and Zhou agreed to serve on this subcommittee. They will contact Thomas to get some data and report their findings at the next meeting.

## Student Progress Policy

Faculty Senate charged this committee to look into requiring students to complete required math/science/speech and possibly other courses by the end of their second year. The following are the highlights from the discussion:

- Students are required to take 6 credits of math, 4 credits of science, 2 credits of speech and 6 credits of English. Are students supposed to complete all of these classes before the end of their second year or just one of the courses in each of the categories?
- It would be difficult for students to complete this requirement if they need to take any remedial courses.
- Would the departments be able to handle the extra load if the students were required to complete these courses within two years?
- Is there a problem now that the campus is in its 2nd year of block scheduling?
- Should Registration and Records place a hold on a student's records if the required classes have not been met?
- The committee can look at last year's and this year's freshman and sophomore classes to see how many students have not completed the courses listed above.
- Transfer and re-entry students may be a problem because they need lower level courses.
- Some students wait until their last semester before taking courses, such as math, because they know it will be very difficult for them.

Albrecht will report to the Faculty Senate Executive that the committee has identified the problem, and since the campus is in the 2nd year of block scheduling they want to see how many students have not completed these courses. The committee would prefer to hold off making a recommendation at this time until they are able to see the number of students that are affected.

## Meeting Schedule

The committee agreed to meet on Fridays from 12:20-1:15 p.m. twice a month beginning in February. They would like to meet in Commons 144/146. This will allow the subcommittees to meet on the other weeks. McLean will inform the committee of the meeting dates.

### **F. Educational Support Unit Review – Senator Muza**

No report.

### **G. Planning & Review Committee – Senator Rabeneck**

No report.

### **H. General Education Committee - Celene Fry**

Minutes from the General Education Committee meeting of December 9, 2005:

We approved the revision to the general education component of the revised Industrial Management program, now called Management. The GE change was a reduction in credits from 42 to 40, done by dropping 2 credits of general education electives. The overall degree program dropped its credit requirement to 120, so the GE component is still 1/3 of the whole degree.

We approved the general education component of a new degree program, Information and Communication Technologies. It is patterned after the general education component of the Management program; 40 credits of general education, which is 1/3 of the whole degree program credits. (FYI: This is a new degree completion program, targeting working professionals who have an associate's degree in a related field. It will be implemented exclusively in a distance format.)

The committee continues to discuss the editing and clarifying/rewording of the GE objectives. We "debated implications of changing objectives, perceived durable as originally written." (thank you Tricia Aspen, official recorder of GEC minutes!).

The GEC is sponsoring 2 sessions during Professional Development Week in January; one on the assessment process, intended for department chairs, and the other on how the GE categories and requirements work within the advising process, intended for Program Directors.

Meeting of January 20, 2006:

I wasn't able to attend this meeting because of Transfer Registration; the minutes haven't been sent by Tricia yet, so I can't make a report at this time.

**I. Human Resources Office – Wayne Argo**

No report.

**J. Chair Report - Chair Jones**

Chair Jones will be attending the state Reps meeting on February 15. On the agenda is an item to discuss the disciplinary process. It is expected to be mainly an issue for faculty but she will be watching this discussion closely.

**K. Others**

None.

**V. Old Business**

**A. Celebration Event (February 22)**

Invitations have been sent for our Senate 20-year celebration event (to be held from 3pm to 4:30pm on February 22, 2006 in the Glass Lounge). There will be a brief program, however the better part of the time will be celebrating!

**B. Polytechnic Update**

Senator Gilbertson-Gansberg indicated the committee has met and is working on a plan of attack.

**C. Awards for academic staff**

The deadline for the Chancellor's AS Excellence Award is Feb. 1. Regents AS Award is due in Madison on Mar. 1, but needs to go the Senate Office first.

**D. Departmental Governance Report**

Senator James shared the updated report on voting rights for Academic Staff in the academic departments. Two departments, Business and Food and Nutrition stuck out due to their lack of support for Academic Staff members. The Senate endorsed the idea of the Senator representing these colleges sharing the report with the departments. We also want it put on our Senate website.

**E. By-law revisions, second reading**

Following is the second reading of the by-laws changes proposed by Elections Committee to allow for electronic election of Senators and Senate Chair.

**Changes to ARTICLE II , Section 5.A:**

**A. Nominations.** ~~An written~~ *electronic* call for nominations for all vacancies shall be issued to all eligible academic staff at least one month prior to the election. Nominating forms shall give academic staff the opportunity to:

1. Nominate themselves,
2. Be nominated by another eligible academic staff member with the consent of the nominee,
3. Indicate willingness to serve as a committee member on Senate or All-University Committees.
4. If vacancies remain, follow procedure referred to in Section 5.D.
5. ~~The deadline for returning nomination forms to the senate office shall be five working days after forms are first distributed.~~

**Changes to ARTICLE II , Section 5.B:**

**B. Balloting.** Ballots shall be prepared and approved by the Executive Committee and distributed *electronically* to all eligible academic staff within eight working days following the nomination deadline.

For positions representing one of the colleges, schools or other major divisions of the University, only eligible academic staff members from that unit may vote. For at-large positions, all eligible academic staff members may vote.

Voting shall be by ~~written~~ electronic ballot via a secure process which ensures confidentiality of the voter, and allows only one vote per eligible voter. Electronic ~~B~~ballots must be submitted electronically within eight working days of distribution and the results will be compiled and presented to the Elections Committee, which will make the official determination of election results and verify the eligibility of all voters and votes ~~must be returned in envelopes provided by the Senate within eight working days of distribution.~~ Each voter shall write his/her signature, printed name, and school or division on the outside of the envelope. Write-in votes shall be counted in any election.

If three or fewer candidates are nominated for a position representing a school or division, the person receiving the most votes shall be elected. If four or more candidates are nominated for such a position and no one candidate receives a simple majority in the election, a special run-off election shall be conducted among the three candidates receiving the most votes no more than five working days following the announcement of the results of the first election.

Electronic ~~B~~ballots must be submitted electronically within five working days of distribution ~~must be returned in envelopes provided by the Senate within five working days of distribution.~~

In the election of at-large senators, those candidates with the highest number of votes shall be elected. In the case of tie, a coin-flip shall decide the winning candidate. The Senate shall, in addition, appoint one minority senator at-large.

#### **Changes to ARTICLE II , Section 5.C:**

**C. Announcement of Election Results.** Election results shall be posted near the Academic Staff Senate Office within five working days following the close of the election. At least two individuals will ~~count~~ review the ballots and sign the ~~final tally sheet~~ official compilation of electronic results. The winners will be notified within five working days.

#### **Changes to ARTICLE II , Section 5.F:**

**F. The Election Committee.** The Election Committee shall be responsible for conducting the election. The Committee shall prepare, distribute and collect ballots, and ~~tabulate~~ determine official results. The results of the election shall be announced no later than five working days after the deadline for the ~~return~~ electronic submission of ballots.

## **VI. New Business**

### **B. Session on lobbying successfully (Set for May 9)**

UW System legislative liaison Margaret Lewis has agreed to come to our May 9 Senate meeting. She will also talk at the combined Senates briefing.

### **C. Membership on Provost Search Committee**

The Chancellor has asked for 2 representatives of the Senate (one Professional and one Instructional) to be appointed to the Provost Search Committee. Senators Thompson and James volunteered.

### **D. Other**

There was a discussion about Academic Staff contracts and where we are at with resolving some concerns about them. Some discussion points included:

- There will likely be one line added to the contracts that they could be cancelled if the course fails to have enough students enrolled. Can contracts for Instructional Academic Staff be issued earlier if this line is added?
- The Chancellor talked about FTE's in the joint meeting and most positions added are likely to be Academic Staff.
- Availability of rolling horizon contracts are treated differently in different departments.
- Continued tight budgets will mean less flexibility in contracts.

## **VII. Adjournment**

The Senate was adjourned at 4:30pm. Next meeting will be held on February 28, 2006.

Respectfully Submitted,  
Dennis Shaw, Recording Secretary.