

UNIVERSITY OF WISCONSIN-STOUT
SENATE OF ACADEMIC STAFF
MINUTES
October 4, 2005

ATTENDANCE

CHAIR: Vi Jones
SECRETARY: Dennis Shaw

PRESENT: Lori Anda-Bowen; Heidi Gilbertson-Gansberg; Ilse Hartung; Krista James; Vi Jones; Kari Merritt; Robin Muza; Peter Schlosser; Dennis Shaw; Evan Sveum; Sherwood Thompson; Ryan Wilson; Darrin Witucki

ABSENT: Michael Lawler; Lelah Lugo (excused); Heidi Rabeneck (excused); Jennifer Rudiger (excused); Brenda Swannack (excused)

GUESTS: Margy Ingram; Celene Frey

I. Call to Order: The meeting was called to order by Chair Jones at 3:35pm.

II. Announcements and Information:

None

III. Approval of Minutes:

Minutes from the September 6, 2005 meeting were discussed and approved for filing.

IV. Reports

A. Personnel Committee – Margy Ingram

The Personnel Committee of the Senate of Academic Staff acted upon one request for an exception to the multiple year contract rules. The rationale provided did not meet the guidelines for granting an exception.

B. Professional Development Committee - Senator Rudiger

The committee has not met to review proposals for the fall cycle. The fall deadline is October 3, 2005. The committee continues to entertain proposal requests under the "Just-in-time" (JIT) guidelines. To date the remaining dollars for the JIT grant funds are \$7,350, out of \$10,000. Four awards have been made for this year.

C. Elections Committee – Senator Shaw

No report.

D. Curriculum & Instruction Committee – Senator Sveum

Program Changes Additions & Deletions

- New Minor: Information and Communication Technologies (Len Bogner)
 - A bit of discussion on the projected resources needed for this program. However, the proposal passed without much fanfare. Pretty clean program!

Course Changes, Additions & Deletions

- The New Department in CTEM, Military Science and Leadership (MLS) proposed the following new courses (Scott Bolstad):
 - MSL-101 Foundations of Officership (Passed)
 - MSL-102 Basic Leadership (Passed)
 - MSL-201 Individual Leadership Studies(Passed)
 - MSL-202 Leadership and Team Work(Passed)
 - MSI-301 Adaptive Team Leadership(Passed)
 - MSL-302 Leadership Under Fire
 - Tabled until the next meeting. A "copy" and "paste" problem. Not a biggy...
 - MSL-401 Developing Adaptive Leaders
 - MSL-402 Leadership in a Complex World
 - Friendly Amendment
 - '...and rules of the Geneva Convention' added to one of the course objectives. Focus on "Ethics of War."
- Additional Comments: This was probably one of the most unusual curriculum reviews the CIC has conducted. The discussion seemed to move from the way Stout courses would normally be reviewed to the realization that the MLS courses are a "canned curriculum" created by the US Army and that ALL campuses would have the same version. Eventually, it was decided to approve the whole set of courses as one motion. Scott Bolstad did a very good job representing the courses. He was very willing to follow the recommendations of the committee.

General Business

- The Chancellor has given a charge to the CIC to investigate the curriculum process. A sub committee formed that will examine the flow of the process. Reps on this committee are as follows...
 - Tom Lacksonen—CTEM
 - Doug Kennedy—CHD
 - Kirk Mauldin—CAS
 - Marian Marion—SOE
- Minimum number of credits for a minor was discussed and will be investigated. Any ideas? Please pass it on to me (Evan)
- The "Special Topics" status was discussed again. The discussion seemed to indicate that is it a system that is being abused. Without listing specific courses, 10 special topic courses were approved for a five years time span. Essentially, these course are validated without having to go through the official curriculum

process. Comments on this? Let me know (Evan).

- The Chancellor gave the CIC Ethnic Studies Advisory Committee a charge to make the connection with the Plan 2008 priority. This will be further addressed in the coming school year...

E. Educational Activities Committee – Senator Shaw

Elect Chair

- Schlough opened the floor for nominations for the position of EAC Chair.
MOTION: (Harris/Lokken) Move to nominate Albrecht as the EAC Chair.
Nominations were closed by Harris. VOTE. Motion carried unanimously.

Elect Vice Chair

- Schlough opened the floor for nominations for the position of EAC Vice Chair.
MOTION: (Harris/Lokken) Move to nominate Shaw as the EAC Vice Chair.
Nominations were closed by Harris. VOTE. Motion carried unanimously.

Subcommittee Assignments

- 2007-08 Calendar
 - The calendar needs to be passed by Faculty Senate before the end of December 2005.
 - The subcommittee will consist of the following: Lou Miller (Albrecht will ask if he would be willing to be the chair of the subcommittee), Barb Flom, Margaret Haglund (or SSA representative), Pinckney Hall, Ted Harris, Jeff Kirschling, Paul Lokken, Laura Schmidt, Dennis Shaw and Joan Thomas.
- Academic Standing
 - The subcommittee will consist of the following: Paul Lokken (chair), Diane Christie, Margaret Haglund (or SSA representative), Jeff Kirschling, Jana Reeg Steidinger, Dennis Shaw and Joan Thomas.
- Attendance Policy
 - Need to look at what the UW System policy is on attendance.
 - Some faculty may find it helpful to consider attendance when determining grades.
 - The subcommittee will consist of the following: Joan Thomas (chair), Barb Flom, Margaret Haglund (or SSA representative), Jeff Kirschling, Paul Lokken, Laura Schmidt, Mingshen Wu and Norm Zhou.
- FSSE and NSSE Report
 - Should also look at the BSSE data.
 - The subcommittee will consist of the following: Ted Harris (chair), Donna Albrecht, Margaret Haglund (or SSA representative), Pinckney Hall, Paul Lokken and Claudia Smith.

- Retroactive Credit Policy
 - Last year the subcommittee looked at the policies from other universities.
 - The subcommittee will consist of the following: Ted Harris (chair) and Jeff Kirschling.

Announcements

- There is a possibility that the committee will be given the following charges this year:
 - Mandatory declaration of major by the end of the students third term.
 - Freshman attendance policy.
 - Student progress policy (requires students to complete required math/science/speech and possibly other courses by the end of their second year.
- The committee agreed with the meeting schedule. If there are no agenda items, then meetings will be canceled. Shaw will reserve the room for the weeks that the committee isn't meeting so the subcommittees can use the room.

F. Educational Support Unit Review – Senators Muza

The first meeting was held. The units to be reviewed are CHD, Office of the Dean: Student Services; Chancellor's Office; and Physical Plant.

G. Planning & Review Committee – Senator Rabeneck

The Planning and Review Committee met on Friday, September 16. The following items were covered in the minutes from this meeting:

Election of Chair and Vice Chair of PRC. Motions carried:

- Chair: Brian Finder
- Vice Chair: Jonna Gjevre

Programs to be reviewed during the 2005/06 year include:

- Applied Mathematics and Computer Science, B.S.
- Applied Science, B.S.
- Career and Technical Education, M.S. and Ed.S.
- Food and Nutritional Sciences, M.S.
- Manufacturing Engineering, B.S.
- Psychology, B.A.
- School Psychology, MS. Ed. and Ed.S.
- General Education – Humanities and the Arts
- Status report for Early Childhood Education, B.S.
- Status report for Technology Education, B.S.

H. General Education Committee - Celene Fry

May 10, 2005 GEC meeting:

Golf Enterprise Management

- We approved the GE component in the draft authorization to implement the new B.S. in Golf Enterprise Management.

Revision of GE Electives

- Currently, GE elective credits cannot be earned in the Health/PE or Technology categories. The GEC voted to recommend allowing PE/Health courses be used as GE electives in a motion (March 11, 2005: Health/PE courses may be taken for GE electives, as long as they are not in the same department as the Health/PE course(s) used to meet Health/PE requirement.). This needs to go to the Faculty Senate for approval. We discussed wording of the recommendation. The credit distribution document and advisement course list will also need to be revised:
 - Move "Additional science courses may be without lab" from the Notes area at the bottom to be right under the category heading Natural Sciences (with Lab).
 - Add the statement "May not use courses from the Technology category for General Education electives" under the category heading General Education Electives.
 - Delete the statement "The maximum number of credits which may be counted for general education is two each for the categories of Technology and Health & Physical Education" from the NOTES area at the bottom of the document.
 - Delete the statement "General Education Electives must fall within the categories of Communication Skills, Analytic Reasoning, Humanities and the Arts, Social and Behavioral Sciences, Natural Sciences, and Interdisciplinary Studies" from the NOTES area at the bottom of the document.
 - Add the statement "Health/PE courses may be taken for GE electives, as long as they are not in the same department as the Health/PE used to meet Health/PE requirements" under the General Education Electives category heading.

GE Assessment Committee

- Chair Ken Parejko asked GE Assessment committee members to work at least four days each this summer to evaluate assessment reports that are coming in. Julie Furst-Bowe will provide the summer contract.

September 9, 2005 GEC meeting:

Elections

- Ken Parejko was elected Chair, Ted Harris was elected Vice-Chair.

Charge from Chancellor

- Steve Schlough, Faculty Senate Chair, discussed a memo from Chancellor Sorensen, in which he requests the Faculty Senate and the General Education Committee review the General Education objectives, requirements, and courses. The reason for this request is the current objectives, requirements and courses have not been updated in over 10 years.

GE Assessment Committee

- Some of the general education assessment reports that were evaluated this past summer were not as complete as hoped for, so an assessment will be done second semester rather than first semester.

Any questions can be directed to Celene Frey, freyc@uwstout.edu, 232-2638.

I. Human Resources Office – Wayne Argo

No report.

J. Chair Report - Chair Jones

September 14, I attended the first Rep's meeting in Madison. Usually the fall meeting is an orientation meeting for new and continuing representations; however, this meeting was largely dedicated to a discussion of the Board of Regents' resolutions concerning employment policies. Individuals from System legal and budget discussed the implications of the policies and asked that the matter be discussed on our respective campuses. I have gotten feedback from a few individuals. Most people seem to be all right with the sick-leave policy. There have been a few concerns about limited term appointments and separate investigations of those charged (but not yet convicted) of felonies.

This is the twentieth year of legislation that allowed for academic staff participation in governance. This seems to be an appropriate time for celebration and recognition of those who worked to establish the Senate of Academic Staff on our campus. More information on this will follow after discussion at our October Senate meeting.

My full-time (and only) office on campus is now in the Senate area of Harvey Hall. While I am teaching from 8-10 Monday, Wednesday, and Friday, I have office hours throughout the rest of those days as well as on most Tuesdays, particularly on the days that the Combined Senates and our Senate meet. Feel free to stop my office in HH 11c or come to greet Joy in 11A. We are looking forward to a busy and exciting year.

V. Old Business

A. Name change—non-instructional staff

Motion: Senator Hartung moved that we remove the motion which was tabled last month from the table. Senator Sveum seconded that motion

Vote: Passed unanimous.

Re-reading of the initial motion:

It was moved and seconded at the September Senate meeting that we charge the Senate Chair to seek University Approval to change the term "Non-instructional Academic Staff" to "Professional Academic Staff."

Discussion: Eau Claire uses the term Instructional or Administrative staff. Change can be made in practice. ASPRO just changed the P in its name to Professional.

Vote: Passed unanimous.

B. Welcome packets

Handout detailed some suggestions of what should go into the packets. The goal is to tell new Academic Staff of the Senate and Shared Governance.

C. Reception (Welcome and Celebration)

As this is the 20th year anniversary of the legislation that provides for Academic Staff participation in governance, we will be planning a big celebration. Senator Gilbertson-Gansberg and Margy Ingram volunteered to serve on the planning committee.

VI. New Business

A. CMS

Motion: Senator Sveum moved that the Senate of Academic Staff issue a clear statement of support for D2L as the campus Course Management System. Senator Hartung seconded the motion.

Discussion: Discussion points included:

- Academic department Senators polled constituents and responses were overwhelmingly positive for the D2L system.
- There are 2 years left on the UW System contract with D2L.
- Loss of some custom features in eScholar (e.g. eAdvising) will be missed.
- Decision for the campus is not eScholar or D2L... since campus is obligated to pay UW System for D2L, choice is between one CMS system (D2L) or both. In tight budgets can we afford to maintain two systems?
- A decision and announcement of the campus decision should be as soon as possible to allow for maximum time for Faculty and Instructional Academic Staff to migrate to a new system.

Vote: Passed unanimously.

B. Employment Policies

Discussion continued from joint senate meeting. Majority came out of one case in Madison. Shouldn't have large effect.

C. Committee Membership Approval

Motion: Senator Hartung moved that we approve recommendations of the Senate Chair to appoint the following persons to committees. Motion seconded by Senator Merritt.

- Academic Staff Personnel Committee: Margy Ingram, Beth Resech, Darrin Witucki
- Academic Staff Professional Development Committee: Joan Thomas, Pete Schlosser (Alternate)
- Academic Staff Election Committee: Dennis Shaw (Chair)
- Sexual Harassment Education Committee: Krista James
- Student Disciplinary Hearing Committee: Melissa Seehaver, SOE

Discussion: Discussion revolved around the need to get more feedback and explore other possible names that could be used.

Vote: Passed unanimous.

D. Listening Sessions

November meeting will be used for the Chancellor's listening sessions. Will separate senates. We'll go first and then Faculty Senate will follow us that day. Invite constituents to the Nov 1 meeting. We will discuss it at the Senate Exec meeting in 2 weeks so anyone who wants to join us, please plan on that.

VII. Adjournment

The Senate was adjourned at 4:33pm.

Respectfully Submitted,
Dennis Shaw, Recording Secretary.