

AGENDA

UW-GREEN BAY FACULTY SENATE MEETING NO. 1

Wednesday, September 16, 2020

3:00 p.m.

Presiding Officer: Mark Klemp, Speaker

Parliamentarian: Steve Meyer

1. CALL TO ORDER

2. APPROVAL OF MINUTES OF FACULTY SENATE MEETING NO. 8

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3. INTRODUCTION OF SENATORS

4. CHANCELLOR'S REPORT

5. OLD BUSINESS

- a. No Old Business

6. NEW BUSINESS

- a. Election of 2020-2021 Deputy Speaker of the Senate
- b. Workload Adjustment Policy
Presented by the Women and Gender Studies Program
- c. Accelerated AAS Degree
Presented by Megan Strehlow, Executive Director, K-12 & Community Relations
- d. Request for Future Business

7. INTERIM PROVOST'S REPORT

8. OTHER REPORTS

- a. University Committee Report – Presented by UC Chair Julie Wondergem
- b. Faculty Rep Report – Presented by Jon Shelton
- c. Academic Staff Report – Presented by Sherri Arendt [page 9]
- d. University Staff Report – Presented by Kim Mezger [page 10]
- e. Student Government Report – Presented by Guillermo Gomez

9. ADJOURNMENT

[draft]

MINUTES 2019-2020
UW-GREEN BAY FACULTY SENATE MEETING NO. 8

Wednesday, May 6, 2020

From All Across Northeastern Wisconsin

Presiding Officer: Mark Klemp, Speaker of the Senate

Parliamentarian: Steve Meyer, Secretary of the Faculty and Staff

PRESENT: Mike Alexander (Chancellor, *ex-officio*), Kate Burns (Interim Provost), Jason Cowell (PSYCH), Kristy Deetz (AND), Joan Groessl (SOCW), Richard Hein (Manitowoc-NAS), Maruf Hossain (RSE), Amy Kabrhel (NAS), Mark Karau (HUS), Mark Klemp (Marinette-NAS-UC), Sampath Kumar (BUA), Jim Loebl (BUA-UC), Kaoime Malloy (THEATRE), Tetyana Malysheva (RSE), Eric Morgan (DJS), Paul Mueller (HUB), Dianne Murphy (BUA), Val Murrenus-Pilmaier (HUS), Rebecca Nesvet (HUS), Megan Olson Hunt (RSE), Uwe Pott (HUB), Matthew Raunio (Sheboygan-BUA), Stephanie Rhee (SOCW), Bill Sallak (MUSIC), Stephanie Shedrow (EDUC), Jon Shelton (DJS-UC), Courtney Sherman (MUSIC), Heidi Sherman (HUS-UC), Christine Smith (PSYCH-UC), Karen Stahlheber (NAS), Gail Trimberger (SOCW-UC), Katie Turkiewicz (CIS), Christine Vandenhouten (NURS), Dean VonDras (PSYCH), Sam Watson (AND), Brian Welsch (NAS), and Julie Wondergem (NAS-UC)

NOT PRESENT: Marcelo Cruz (PEA), Stefan Hall (HUS), and Ray Hutchison (PEA), and Abbie Wagamann (SGA)

REPRESENTATIVES: Kim Mezger (USC) and Lynn Niemi (ASC)

GUESTS: Sherri Arendt (Vice Chair, ASC), Scott Ashmann (Assoc. Dean, CHESW), Scott Berg (ATS), Vallari Chandna (Chair, Marketing and Management), Pieter deHart (Assoc. Vice Chancellor of Grad. Studies), Matt Dornbush (Dean, AEC SOB), Virginia Englebert (Inform Processing Consultant), Susan Gallagher-Lepak (Dean, CHESW), Clif Ganyard (Assoc. Provost), Paula Ganyard (Asst. Vice Chancellor of IT and Library Director), Patricia Hicks (ASC member), Jen Jones (Asst. Vice Chancellor For Enrollment Services), Ben Joniaux (Chief of Staff), Myunghee Jun (Asst. Prof.), John Katers (Dean CSET), Holly Keener (Provost Asst.), Vince Lowery (Director of Student Success & Engagement), Susan Machuca (Campus & Exec. Officer Asst.), Amanda Nelson (Assoc. Dean, CSET), Mary Kate Ontaneda (SOFAS Asst.), Alston Staudinger (Chair, DJS), Mussie Teclezion (Chair, Accounting and Finance), Tracy Van Erem (Univ. Exec. Staff Asst.), Sheryl Van Gruensven (CBO/Senior Vice Chancellor for Inst. Strategy), Kris Vespia (Interim Director, CATL), and Mike Zorn (Assoc. Dean, CSET)

1. CALL TO ORDER.

Senate Speaker Klemp reviewed the rules for running an orderly senate meeting via BlackBoard Collaborate. Word has it “Klemp’s Rules of Order” will be coming out directly to paperback later this summer (you can get yours signed at B&N). With the rules set, once Speaker Klemp found his gavel (I believe it was hiding beneath a stack of papers), the eighth, and final, Faculty Senate meeting of the 2019-2020 academic year was called to order at 3:08 p.m.

2. APPROVAL OF MINUTES OF FACULTY SENATE MEETING NO. 7, April 8, 2020

With no comments from senators, the minutes of the 8 April 2020 Faculty Senate meeting were approved via consensus.

3. CHANCELLOR'S REPORT

Speaking to Senate for the first time as UWGB's Chancellor, Mike Alexander (sans the traditional tokens of appreciation due to meeting remotely) thanked Mark Klemp and Jim Loebel for their dedicated service to the University as Speaker of the Senate and UC Chair, respectively. The Chancellor noted that Mark Klemp has done an excellent job this year as Speaker and, knowing Mark is one of our fine colleagues from the Additional Locations, stated this is a "massive tribute to the cohesion we have as a University that Mark was chosen to be Speaker of the Senate." The Chancellor's tribute to Jim Loebel was "quite personal," calling him "an amazing partner this year who has represented the faculty in incredible ways" he was "quite honored to have had the opportunity to work with him this year." Assuming we are back to face-to-face senate meetings in September, we will give a more traditional "Thank You" to Mark and Jim at that time.

The Chancellor and the Cabinet are working fast to provide guidance and direction regarding how UWGB will move forward. They are trying not to make public announcements that will need to be modified later based on an ever-changing set of circumstances. That said, there is the realization that decisions will need to be made quickly. There will be a flow of information in the form of Coffee Breaks for both faculty/staff and students and Parent Listening Sessions to hear and address their concerns.

Holy Family College (formerly Silver Lake College) has decided to close its doors in August. UWGB signed an agreement with HFC to be one of the universities they will work with to "teach out" their students. In a bit of good news, Marinette Marine announced it received a \$5B defense contract, bringing about 1,000 jobs to the Marinette area. UWGB is working on a response to boost our presence as a preferred educational partner in Marinette. The streak of good news will stop at one. Due to the "Shelter-in-Place" order, the state has not met its anticipated tax revenues. While UWGB was concerned about the next biennium, it came as a shock when UW System announced a budget lapse for May/June 2020; UWGB's share of that two-month budget lapse is \$1.4M (money from this year's budget that is already spent). The only "level to pull" to pay back that \$1.4M is through furloughs. Furloughs will likely extend into the next academic year as the university also tries to save funds to mitigate anticipated GPR cuts next year. The Chancellor made a specific point that faculty need to acknowledge the sacrifice made by our academic and university staff colleagues as they will be the ones shouldering the May/June furloughs.

Regarding Fall instruction, we are planning for a "modified normal." We need to work together in the summer, we need to be unified as a faculty and staff in how we approach the Fall, and we need be ready to communicate to our students that we are ready no matter what happens in the Fall. We need to prepare for students who demand in-person education and for students who demand online education. If we are not prepared to meet both of those needs, there will be severe consequences for our university.

Responding to questions from faculty, the Chancellor stated that we know enough about the risk ahead of us to make decisions on Fall furloughs in the next week or two. Area leaders will be contacted over the next week regarding who will receive June furloughs. We will invest part of the \$1.7M Cares Act funding to prepare for Fall semester instruction, including helping faculty to develop in-person/online hybrid instruction. Part of that Cares Act funding will also equip faculty with the technology they need to teach remotely; Paula Ganyard is working on that proposal. If on-campus instruction does take place in Fall, UWGB has a specific task force working on guidelines to ensure everyone's safety locally; UW System is working on a systemwide solution.

4. OLD BUSINESS

a. Request for Authorization to Implement B.B.A in Finance, Marketing, Management, and Human Resource Management at UW-Green Bay (second reading)

Austin E. Cofrin School of Business (AEC SOB) Dean Matt Dornbush was available to field questions from senators regarding the RAI. He must have satisfied the normally curious senate when he presented the first reading in April. With no questions, **Senator Karau moved to accept the RAI (seconded by Senator Murphy). To the delight of the AEC SOB Dean, the motion passed 32-0-0.**

5. NEW BUSINESS

Surprise New Business. Resolution Expressing Gratitude for Sheryl Van Gruensven's Service as Interim Chancellor

A silent conspiracy to recognize and thank Sheryl Van Gruensven for her dedicated efforts as Interim Chancellor culminated in UC Chair Jim Loebl reading aloud the following resolution:

Whereas, UW-Green Bay was one of only two campuses in the UW System to register enrollment growth in Fall 2019,

Whereas, UW-Green Bay began the 2019-20 academic year with a brighter financial outlook after a lengthy and difficult process of reducing structural deficits,

Whereas, strong leadership by a Chancellor and administration who would communicate openly and work closely with faculty, academic staff, university staff, and students would be needed to continue these favorable trends,

Whereas, Sheryl Van Gruensven had gained respect in her role as Vice Chancellor of Business and Finance on campus, across the UW System and in the community and was the ideal choice to lead UW-Green Bay in the 2019-2020 academic year,

Whereas, Sheryl Van Gruensven pursued policies that would ensure the university's continued growth in an environment of transparency and open communication and cooperation with the university's stakeholders,

Whereas, leaders possessing experience, sound judgment, compassion and vision have become critical to ensure the well-being and future of the University, its faculty, academic staff, university staff, and students in a time of an unprecedented health crisis,

Whereas, Sheryl Van Gruensven and the administration have acted decisively, effectively, and compassionately in dealing with this crisis and have inspired confidence in all the stakeholders of UW-Green Bay that it will weather this crisis and continue to carry out its educational mission for years to come,

Therefore, be it resolved, that the faculty, academic staff, and university staff of UW-Green Bay express their tremendous gratitude to Sheryl Van Gruensven for her outstanding service as Interim Chancellor in the 2019-2020 academic year and the continued efforts she will make on the university's behalf as Senior Vice Chancellor of Institutional Strategy in the years to come.

True to character, a “humbled and honored” Sheryl Van Gruensven thanked all for the resolution and expressed her gratitude for the opportunity to serve the campus. She was quick to pass along that “the institution is what it is because of the people who work here.” Of course, the chat column of Collaborate exploded with clapping hands icons as faculty individually expressed their approval of the resolution and their personal thanks to Interim Chancellor Van Gruensven.

a. Resolution on the Granting of Degrees

Speaker Klemp read aloud the resolution to grant degrees to those students completing the requirements of their respective programs. **Senator Loebel moved acceptance of the resolution, seconded by Senator Groessl.** With no discussion, **the resolution passed 33-0-0.**

b. Election of 2020-2021 Speaker of the Senate

Speaker Klemp asked for nominations for next year's Speaker of the Senate. In affirmation of the wonderful job he has done this year, **Senator Loebel nominated Senator Klemp to continue in his role as Speaker of the Senate next year; Senator Shelton seconded the nomination.** With no other nominations, Senator Klemp proved once again that no good deed goes unpunished, **as he was elected as Speaker of next year's senate, 32-0-0.**

c. Update on Extending the Grading Deadline

Academic Actions Committee Chair Joan Groessl told senate the committee approved extending the deadline to enter final grades to seven days after the scheduled final exam date for the course. This was done to accommodate faculty's need for additional time to observe and celebrate religious holidays (especially in the Fall semester). However, the committee also wanted to make faculty aware that late grade reports hold up the Registrar's Office ability to run required reports. This, in turn, impacts probation/suspension appeals, financial aid decisions, and completion of transcripts (which graduating students need for job/graduate school applications).

d. Request for future business

So ends the semester from Hell
Not sorry, I think you can tell
I'm not gonna lie
Let's kiss it goodbye
And wait for the September bell
(There was no new business brought forward)

6. INTERIM PROVOST'S REPORT

Reporting for the first time as Interim Provost, Kate Burns informed senate that she will chair the Teaching and Learning Working Group (TLWG); one of several working groups convening now and throughout summer to prepare us for Fall semester. The TLWG is working closely with Christopher Paquet's Health and Safety Working Group. Paquet's working group has determined that any in-person class would require 35 ft² per person to meet social distancing guidelines. The Registrar's Office is examining that information to see how that translates into classroom space on campus. The TLWG is also thinking proactively regarding what in-person instruction would look like with social distancing; that is, how could group work or discussion groups be incorporated into socially distanced instruction? Along the same lines, what would an in-person/online hybrid course look like in order to help spread out the class? The \$1.7M Cares Act funding will be used towards technology purchases as well as (compensated) professional development training over the summer to prepare faculty for anticipated means of instruction in the Fall.

The ACT/SAT requirement for admissions is being waived across the System for 2020-21 and 2021-22. UWGB is hoping to use a test optional approach instead, as some students' test scores enhance their chances for admission. Our current enrollment numbers look good. We are offering more summer courses than in the past (all online) and summer enrollment is up 137 students over summer 2019. Fall enrollment is also looking good; compared to this time last year we are up 96 new freshmen, we are down 20 transfer students, but we are up 33 graduate students. Green Bay Orientation (GBO) – formerly known as FOCUS R&R – gives us a good sense of how many admitted students are actually coming to UWGB. The Admissions Team issued the following reports on their goals:

- the Green Bay campus is 217 students short of its goal of 1000 students attending GBO
- the Marinette campus is 64 students short of its goal of 100 students attending GBO
- the Manitowoc campus is 71 students short of its goal of 122 students attending GBO
- the Sheboygan campus is 91 students short of its goal of 160 students attending GBO

Interim Provost Burns then addressed questions from the senate. Concerns were raised regarding the impossibility of social distancing in lab sections having a capacity of 24 students. This is where the in-person/online hybrid may be employed; half the students meet in the lab, while the other half view the lab online; the next week, the students would switch. Profs. Zorn and Hein are on the TLWG to weigh in on science course/lab logistics. The TLWG may need to balance the logistics of lab content vs. lab skills. Another concern centered on consideration for more robust monitoring of online exams for next Fall and beyond. Those logistics, on the radar of the Associate Provost, will be considered this summer and may include the use of proctoring services. Christopher Paquet's Health and Safety Working Group is working on a campuswide response to scenarios such as students refusing to socially distance themselves while on campus, refusing to wear masks, etc.

7. OTHER REPORTS

a. Academic Affairs Council Report. The AAC report is found on page 62 of the agenda.

b. Graduate Academic Affairs Council Report. The GAAC report is found on page 66 of the agenda.

c. University Committee Report. UC Chair Jim Loebel introduced Julie Wondergem as UC Chair for the 2020-21 academic year. He also welcomed new UC members Alison Staudinger and Christin DePouw, who will replace current UC members Christine Smith and Gail Trimberger (both of whom will be missed very much). Since the 8 April 2020 Faculty Senate meeting, the UC approved the Center for Gaming Interactive Media and the Center for Civic Engagement; both Centers have been approved through the Chancellor level. David Coury and Alison Staudinger, Co-Directors for the Center for Civic Engagement, would like to present their Center to Faculty Senate when we next meet in-person.

Items of business for next year include the requests for presentations on Incentive-Based Budgeting and the accelerated program for the Associates Degree in Applied Science (those were pushed to the back burner, courtesy of COVID-19). The UC will also take up a Lecturers Policy in September. The UC still has much to contribute as we head into uncertain times ahead; therefore, the UC plans to meet once a month with the Interim Provost during the summer (more often if need be). Chair Loebel signed off by stating it has been a privilege to serve as UC Chair and he thanked fellow UC members for all they were able to accomplish this year. Thanks were also extended to Mike Alexander and Sheryl Van Gruensven for creating an environment in which so much could be accomplished. Finally, Loebel thanked Lynn Niemi and Kim Mezger, chairs of the Academic Staff Committee and University Staff Committee, respectively, for their participation and contributions to the meetings.

d. Faculty Rep Report. Senator Shelton congratulated Jim Loebel for his work as UC Chair, calling him the consummate “professional.” The Faculty Reps have been meeting with UW System President Ray Cross once a week for the last month and will continue to do so through May. Cross made it known that System really wants the campuses to open next Fall. Cross is concerned that if some UW campuses do not open in Fall, they may actually close. The primary concern of UW administration is that campuses open under safe conditions. Concern is for faculty and staff as much as it is for students if campuses are open for in-person instruction. Any decision on whether to open in Fall may take until July 10, but there is a push to make that decision earlier. Campuses would only open if they meet five criteria: they must be able to test all students (weekly would be the ideal), they must be able to trace who students come in contact with if they become infected, they must ensure social distancing, they must be able to isolate those who test positive, and there must be enough PPE for faculty, staff, and students. Cross says the decision to open or close all campuses will be made at the System level, but that is not definite. There may be CDC guidelines forthcoming telling people over 65 years old to stay home, which would complicate matters. Governor Evers has \$2.2B in funds to spend on mitigating the coronavirus which could be used to help meet the five criteria needed for campuses to open in Fall. At the System level there is a “plan ahead” task force comprised mostly of administrators and faculty across the UW, some who have scientific/epidemiological expertise. Finally, the TTC study/implementation is on pause indefinitely.

e. Academic Staff Committee Report. Lynn Niemi reported that the Academic Staff are trying to figure out the furloughs and how to best support their colleagues at this time.

f. University Staff Committee Report. Kim Mezger wished to thank the Chancellor for his words about the sacrifices the staff are making in the wake of furloughs. The University Staff decided

to cancel their annual Staff Development Conference that takes place each Fall. University Staff elections are postponed until late summer or early fall.

g. Student Government Association Report. No report available.

8. ADJOURNMENT at 4:22 p.m.

Respectfully submitted,

Steve Meyer, Secretary of the Faculty and Staff

ASC Report for Faculty Senate Meeting September 16, 2020

The ASC met during the summer months and discussed fall planning during the time of COVID-19 and the impact it has had upon our members. Items of discussion have included:

- COVID response
- the electronic health assessment
- staff training
- right of first referral for staff
- the Instructional Academic Staff lecture policy
- the consortium on caregiving taskforce
- general messaging by campus administration

Changes to elected and appointed committees by attrition and reductions due to work processes has been a challenge to shared governance. Academic Staff has played an important part in communication throughout the pandemic with UW-System Administration and will continue to be the voice for our constituents on campus with campus leadership during these unprecedented times.

20-21 ASC Members

Sherri Arendt, Director of Learning Center (Chair) arendts@uwgb.edu

Lynn Niemi, Director of Disability Services (Vice-Chair) niemil@uwgb.edu

Pat Hicks, Senior Lecturer hicksp@uwgb.edu

Lynn Rotter, Manager of University Ticketing & Information Center rotterl@uwgb.edu

Anthony Sigismondi, Academic Librarian, Manitowoc location sigismoa@uwgb.edu

Kate Farley, Instructional Technologist, CATL farleyk@uwgb.edu

Virginia Englebert, IS Business Analyst, CIT englebev@uwgb.edu

**USC Report for Faculty Senate Meeting
September 16, 2020**

- Due to the CoVid-19 situation the University Staff Committee postponed the election until September 2020. Interest survey was sent to membership during the first week of September. Ballot will be available by the end of the month.
- University Committee, Academic Staff Committee and the University Staff Committee collaborated and drafted the Workload Adjustment Policy.
- USC Professional Development and the ASC Professional Development Programming committees are currently surveying their membership on professional development programming for the coming year.
- The USC's next monthly meeting will be Thursday, September 17, 2020 at 10:00am virtually via Microsoft Teams.

Respectfully submitted,

Kim Mezger, Chair
University Staff Committee
September 16, 2020