

AGENDA

UW-GREEN BAY FACULTY SENATE MEETING NO. 4

Wednesday, December 4, 2013

Phoenix C, 3:00 p.m.

Presiding Officer: Greg Davis, Speaker

Parliamentarian: Clifford Abbott

1. CALL TO ORDER

2. APPROVAL OF MINUTES OF FACULTY SENATE MEETING NO. 3 November 13, 2013 [page 2]

3. CHANCELLOR'S REPORT

4. NEW BUSINESS

- a. Resolution on Granting Degrees [page 6]
- b. Library and Instructional Technology Committee (first reading) [page 7]
Presented by Eric Hansen
- c. Possible Resolution on Scholarship of Teaching and Learning
Discussion item [page 9]
Presented by Ryan Martin and David Voelker
- d. Request for future business

5. PROVOST'S REPORT

6. OTHER REPORTS

- a. Academic Affairs Council [page 11]
- b. Faculty Rep's Report - Presented by Steve Meyer
- c. University Committee Report - Presented by Bryan Vescio
- d. Academic Staff Report - Presented by Anne Buttke
- e. Student Government Report - Presented by Heba Mohammad

7. OPEN FORUM on enrollment (Presentation by Mike Stearney)

8. ADJOURNMENT

[draft]

MINUTES 2013-2014
UW-GREEN BAY FACULTY SENATE MEETING NO. 3

Wednesday, November 13, 2013
Alumni Rooms, University Union

Presiding Officer: Greg Davis, Speaker of the Senate

Parliamentarian: Clifford Abbott

PRESENT: Francis Akakpo (SOWORK), Gregory Aldrete (HUS), Kimberly Baker (HUB), Dallas Blaney (PEA), Greg Davis (NAS-UC), Michael Draney (NAS), Heidi Fencel (NAS), Hernan Fernandez-Mearidi (HUS), Adolfo Garcia (ICS), Thomas Harden (Chancellor, *ex officio*), Jenell Holstead (HUD), Ghadir Ishqaidef (BUA), Mimi Kubsch (NUR-UC), Arthur Lacey (EDU), William Lepley (BUA), J. Vincent Lowery (HUS), Ryan Martin (HUD-UC), Michelle McQuade-Dewhirst (MUS), Steve Meyer (NAS-UC), Cristina Ortiz (HUS-UC), Adam Parillo (URS), Uwe Pott (HUB), Chuck Rybak (HUS), Alison Stehlik (AND), Linda Tabers-Kwak (EDU), Patricia Terry (NAS), Christine Vandenhouten (NUR), Dean VonDras (HUD), Bryan Vescio (HUS-UC).

NOT PRESENT: Andrew Austin (DJS), Forrest Baulieu (ICS), Jeff Entwistle (Theatre and Dance alternate), Julia Wallace (Provost, *ex officio*).

REPRESENTATIVES: Heba Mohammad, Student Government; Anne Buttke, Academic Staff

GUESTS: Scott Furlong, Sue Mattison, Dan Spielmann, Kelly Franz, Dick Anderson, Dan McCollum, Brent Blahnik, Amanda Hruska, Jolanda Sallmann, Doreen Higgins, Susan Gallagher-Lepak, Chris Martin, and Morgan Mason.

1. CALL TO ORDER. Speaker Davis called the Senate meeting to order at 3:02 p.m. and welcomed the assembled participants.

2. APPROVAL OF MINUTES for Faculty Senate Meeting No. 2, October 2, 2013. Speaker Davis asked for approval of the minutes. **Senator VonDras (Senator Blaney second) moved approval of the minutes and with no discussion the motion was passed (24-0-0).**

3. CHANCELLOR'S REPORT The Chancellor waived his report until later in the Open Forum part of the meeting.

4. NEW BUSINESS

a. International Student Admissions Policy. Brent Blahnik presented some proposed changes in how international students will be admitted. He reviewed the reasons for the change (problems with the English abilities of some international students), the process of finding solutions (a

collaboration of faculty, staff, and administrators), and the proposed changes (reactivating language support courses, hiring a part time tutor, creating a summer program, raising the TOEFL score required for admission, and making use of intensive ESL programs at other institutions for some students). Several senators fired off questions: how was the TOEFL number set (average across institutions in the UW System); can other schools' ESL programs be used (if properly vetted); is housing available for other schools (yes, support services are available); how will this affect recruiting (slightly more challenging, but we don't want to admit students only to have them fail); how is placement in required courses handled (evaluation by Eric Shockley, Brian Sutton, and Linda Toonen); how will we evaluate the summer program (pre- and post-tests); are admission numbers available (they can be found); is on-going feedback possible (it will be welcomed). Another senator commented that it's nice to have a part-time lecturer but the institution could display a stronger commitment to students with a full time tenure-track position. No action was required on this information item.

b. Implementation of Courseleaf Software. Our Registrar, Amanda Hruska, reported the institutional purchase and impending implementation of software to help solve a number of problems in her office. Current software is somewhat unsupported and issues of workflow, searching, duplication, proofing, access, etc. need attention. The new software comes in two modules, one for curriculum management coordinated with SIS and the other for catalog management coordinated with the Communication Office. The new software launches November 19 and it will take about 16 weeks to implement the catalog module and another 16 weeks for the curriculum management module. Then, of course, the world will run smoothly. The vendor will offer training to "power users" and the institution will offer training to others.

a. Request for future business. The Speaker made the standard request.

5. PROVOST'S REPORT The Provost was not present and thus there was no report.

6. OTHER REPORTS

a. Academic Affairs Council. The written report was attached to the agenda and the chair of the AAC saw no reason to expand upon it.

b. Faculty Rep's Report. Steve Meyer reported that a delegation sent to meet with Rep. Voss after he made remarks interpreted as questioning shared governance found the meeting "disappointingly cordial." There remain divided opinions - some view Voss's remarks as without traction and others view them as the opening salvo that may end in the loss of tenure. Pick your own degree of paranoia. Other issues under discussion were: a faculty member's right to participation in shared governance while on sabbatical (campus policies differ on this), whether academic qualifications ought to be part of the search for the next president of the UW-System, and whether the complexities of payroll systems will ever allow nine-month pay to be spread out over twelve months (don't hold your breath). There were no questions from the senators but the Chancellor commended Faculty Rep Meyer for his consistently detailed reports.

c. University Committee Report. UC Chair Vescio predicted several issues will be coming to the next Senate meeting: charge revisions of the Library and Instructional Technology Committee (possibly splitting into two committees) and the Academic Actions Committee and a policy on self-authored textbooks. Other issues under discussion include planning for a research center, assessment (particularly working with student data), minimum job requirements for faculty, and input on the search for the next UW-System president.

d. Academic Staff Report. Anne Buttke reported that the Academic Staff Committee is reviewing results from a survey on possible barriers to job progression and will likely offer some recommendations for change.

e. Student Government Report. Heba Mohammad reported on a list of issues: Uwe Pott is now serving as faculty rep to student government; the childcare project will be investigating childcare practices at other campuses; advising (trying to understand who bears responsibility for advising problems); forums and surveys to inform Green Bay city planners about possible development of University Avenue out to campus; statewide responses to threats to shared governance; filling slots for students on university committees (chairs should let Heba know of vacancies); and the president search on which Heba serves. Senator Meyer reported that students at UW-Stevens Point had some success in inviting local legislators to the UWSP campus to meet with students.

7. OPEN FORUM Chancellor's Budget Presentation

Chancellor Harden was aided by a handout of ten university funding accounts (numbers, sources, and uses) and a PowerPoint display (available on the Senate website). He began with praise for the various budget officers on this campus. To prove the point he wanted to present some unsolicited praise from a Regent although it turned into a nice demonstration of how to gracefully recover when your smartphone tries to outsmart you. He then worked through the PowerPoint.

He reviewed a bit of history to demonstrate how much a budget can change at the state level from its initial proposal to its enactment. He offered pie charts for both the funding sources of the operating budget and the allocations within the University. He explained the major fund types and numbers along with the definition of GPR (general purpose revenue) funds as the combination of money from state taxes and from the tuition pool and how those funds are allocated to various expenses (another pie chart with examples). He then addressed the issue of revenue balances and the new Regent policy setting targets for these balances. Another pie chart demonstrated where the balances are on this campus. He announced a tuition pool policy (or practice) "A minimum of 20% of the collective gross revenue of all credit programs, not currently in the Tuition Pool, will be transferred to the Tuition Pool." Next he went over how the University has responded to the most recent budget cut and the impact enrollment numbers have on the operating budget. Finally he anticipated some questions: where do pay raises come from; what re-allocations occurred and are planned; how we handle lapses and cuts in general; and what future issues we face (enrollment, tuition increases, restoration of cuts, and cash balances).

At this point he asked for questions or comments from senators. There were a few specific questions: is the 20% tuition pool policy across-the-board (no, it's a collective average); what happens to pay saved when faculty leave employment (it generally stays with the College); what plans are there for addressing the enrollment problem (an integrated marketing plan); what

are the consequences of our tuition rate (the tuition rate is a bargain and the lowest in the state but the seg fees are high). But most of the reaction from senators focused on the finances of the Adult Degree program. Can revenue generated from AD cover the budget cut (not without harming future operations of AD); what portion of AD's "profit" comes from on-campus students; how is AD sharing revenue with the rest of campus (in ad hoc ways but it probably should be more systematic); can AD be better integrated with the rest of campus (perhaps but it was intended as a kind of experimental incubator which could move programs into the units).

8. ADJOURNMENT The Speaker noted the mandatory adjournment hour (5:00 p.m.) approaching and called for an end of the Forum. He made a desultory attempt to get the Senate to act on this formally but the Senate preferred a more organic ending.

Respectfully submitted,

Clifford Abbott, Secretary of the Faculty and Academic Staff

RECOMMENDATION ON THE GRANTING OF DEGREES

Be it resolved that the Faculty Senate of the University of Wisconsin-Green Bay, on behalf of the Faculty, recommends to the Chancellor and the Vice Chancellor of the University that the students certified by the Registrar of the University as having completed the requirements of their respective programs be granted their degrees at the fall 2013 Commencement.

Faculty Senate New Business 4a 12/4/2013

Resolution on Library and Instructional Technology Committee

The Faculty Senate agrees to dissolve the Library and Instructional Technology Committee and to create instead two new committees, the Library Advisory Committee, a Faculty Elective Committee, and the Learning Technology Collaborative Committee, a Joint Governance Committee, with the following charges:

LIBRARY ADVISORY COMMITTEE

The Library Advisory Committee serves as a vehicle through which the Library Director and the Library staff consult the faculty on matters of planning, policy, and other items of general interest. The Library Advisory Committee is a Faculty Elective Committee.

The charge of the Library Advisory Committee is to:

1. Develop and promote channels of communication between the library staff and the faculty and students.
2. Provide user input concerning library policies, procedures, budget, services and facilities.
3. Advocate for the support of the library's budgetary, personnel, and space needs in serving the university community.
4. Act in an advisory role to the Library Director.

MEMBERSHIP

- 5-Faculty Members (one from each domain voting district and one Graduate Faculty Member)
- 1-Academic Staff Member
- 1-Student Member
- Library Director or designee (Ex officio)

The faculty members are elected from a slate prepared by the Committee on Committees and Nominations. Faculty members serve three-years with terms staggered to assure continuity. The Academic staff member is elected from a slate prepared by the Leadership and Involvement Committee. The Academic staff member serves two years.

Learning Technology Collaborative Committee

The Learning Technology Collaborative Committee serves as an advisory group to the Director of Academic Technology Services and the Director of Adult Degree Programs on matters involving learning and instructional technology. The members will consult the faculty and solicit feedback on issues of instructional technology planning and policy, as well as other items of general interest. The Learning Technology Collaborative Committee is a Joint Governance Committee.

The charge of the Learning Technology Collaborative Committee is to:

1. Develop and promote channels of communication between the learning and instructional technology staff and the faculty and students.
2. Make suggestions regarding the operational support required for instructional technologies at UW-Green Bay at an institutional level.
3. Evaluate learning and instructional services to identify efficiencies and possible areas of improvement.
4. Explore and exchange ideas about new, existing, and maturing technologies.
5. Advocate for the support of the University's instructional technology budgetary, professional development, and support needs as necessary.
6. Act as an advisory group to the Director of Academic Technology Services and the Director of Adult Degree Programs.
7. Provide policy recommendations to the Technology Council as needed.

MEMBERSHIP

- 4-Faculty Members (one from each domain voting district)
- 2-Academic Staff (instructional technologists, one from Academic Technology Services)
- Director of the Center for the Advancement of Teaching and Learning
- 1-Staff member from campus at large
- 1-Student Member
- Director of Academic Technology Services (Ex officio)
- Director of Adult Degree Programs (Ex officio)

The faculty members are elected from a slate prepared by the Committee on Committees and Nominations. Faculty members serve three-years with terms staggered to assure continuity. The Academic staff members are elected from a slate prepared by the Leadership and Involvement Committee. Academic staff members serve two years with terms staggered.

Suggested Faculty Senate Motion on the Scholarship of Teaching and Learning
drafted by David Voelker (HUS) and Ryan Martin (HUD)
15 Nov. 2013

Whereas:

—the Scholarship of Teaching and Learning (SoTL) is an interdisciplinary and problem-focused exercise that supports the university mission;

—SoTL is a form of inquiry that requires the formulation of a research question, a review of existing scholarship, the gathering and analysis of evidence or data, and the public sharing of conclusions through scholarly venues;

—SoTL publications are peer reviewed using the same procedures applied to other forms of scholarship;

—the University of Wisconsin-Green Bay supports SoTL as a mode of scholarly engagement through the Teaching Scholars program, the annual Faculty Development Conference, and other Center for the Advancement of Teaching and Learning (CATL) programs;

—the University of Wisconsin System supports SoTL as a mode of scholarly engagement through the Wisconsin Teaching Fellows & Scholars program, an annual Spring Conference, an annual Faculty College, and other Office of Professional and Instructional Development (OPID) programs;

—the SoTL movement has given rise to an international society (ISSOTL), and a myriad of disciplinary and interdisciplinary, national and international journals and conferences;

—SoTL research often entails a critical engagement with disciplinary epistemologies, methods, and norms; and,

—a growing body of research—recently summarized by Mary Taylor Huber, Pat Hutchings, and Anthony Ciccone’s *The Scholarship of Teaching and Learning Reconsidered: Institutional Integration and Impact* (San Francisco: Jossey-Bass, 2011)—demonstrates the positive impact of faculty’s SoTL activity on professional and institutional development,

the Faculty Senate hereby recognizes SoTL research, presentations, and publications as a form of scholarship (rather than solely as a teaching activity) and recommends that SoTL activity be evaluated alongside (and in addition to) other scholarly and creative activity, using equivalent standards—without intending to suggest that SoTL activity should replace other more traditional forms of scholarship.

The Senate further recommends that all academic units [and, when necessary, departments]* create a written policy to clarify the extent to which SoTL research, presentations, and publications count as a form of scholarship for the purposes of merit,

tenure, and promotion, as well as the desirable proportion of SoTL work, relative to traditional scholarship, appropriate for the unit. Such policies should then be filed with the Secretary of the Faculty and Academic Staff (SOFAS) to allow for easy reference by the Personnel Council, Committee of Six, and university administrators.

ENDORSEMENTS: This motion was endorsed unanimously by the Personnel Council after an email discussion on 10/25/13. The Instructional Development Council (IDC) endorsed the motion unanimously, with one abstention, at its meeting on 11/14/13.

*The phrase in brackets was inserted at the suggestion of the IDC when it endorsed the motion at its meeting on 11/14/13.

Faculty Senate New Business 4c 12/4/2013

Academic Affairs Council Report to the Senate – December 4, 2013

The Academic Affairs Council has recently approved the inactivation of the following courses that have not been offered in several years:

- Inactivation of Physics 317 and 517 (Optics).
- Inactivation of Physics 318 and 518 (Optics Lab).
- Inactivation of Physics 418 and 618 (Nuclear Physics and Radiochemistry Laboratory).

Respectfully submitted,

Dean D. VonDras, Ph.D.
AAC Chair