

## AGENDA

### **UW-GREEN BAY FACULTY SENATE MEETING NO. 7**

Wednesday, February 24, 2016

Alumni Rooms, 3:00 p.m.

Presiding Officer: Patricia Terry, Speaker

Parliamentarian: Steve Meyer

#### **1. CALL TO ORDER**

#### **2. APPROVAL OF MINUTES OF FACULTY SENATE MEETING NO. 6**

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#### **3. CHANCELLOR'S REPORT**

#### **4. OLD BUSINESS**

- a. Policy on Qualifications for Faculty and Instructional Academic Staff (second reading)  
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Presented by UC Chair John Lyon and Associate Provost Clifton Ganyard

#### **5. NEW BUSINESS**

- a. Request for Future Business

#### **6. PROVOST'S REPORT**

#### **7. OTHER REPORTS**

- a. University Committee Report – Presented by UC Chair John Lyon
- b. Faculty Representative Report [page 9] – Presented by Christine Vandenhouten
- c. Academic Staff Report – Presented by Katrina Hrivnak
- d. University Staff Report – Presented by Jan Snyder
- e. Student Government Report – Presented by Hannah Stepp

#### **8. ADJOURNMENT**

[draft]

**MINUTES 2015-2016**  
**UW-GREEN BAY FACULTY SENATE MEETING NO. 6**

Wednesday, January 27, 2016  
Alumni Rooms, University Union

Presiding Officer: Patricia Terry, Speaker of the Senate  
Parliamentarian: Steve Meyer, Secretary of the Faculty and Staff

PRESENT: Greg Aldrete (HUS), Andrew Austin (UC-DJS), Bansal Gaurav (BUA), Ankur Chattopadhyay (ICS), Ryan Currier (NAS), Toni Damkoehler (AND), Greg Davis (Provost, *ex officio*), Doreen Higgins (SOCW), Minkyu Lee (alternate-AND), Jim Loebel (BUA), John Lyon (NAS-UC), Kaoime Malloy (THEATRE), Ryan Martin (HUD), Michael McIntire (NAS), Gary Miller (Chancellor, *ex officio*), Paul Mueller (HUB), Tom Nesslein (URS), Rebecca Nesvet (HUS), Uwe Pott (HUB), Courtney Sherman (MUS), Christine Smith (HUD), Alison Stehlik (AND), Brian Sutton (HUS), Patricia Terry (NAS-UC), Brenda Tyczkowski (NURS), Christine Vandenhouten (NUR-UC), David Voelker (HUS-UC), Elizabeth Wheat (PEA), and Amy Wolf (NAS)

NOT PRESENT: Bryan Carr (ICS), Harvey Kaye (DJS), Mark Kiehn (EDU), Arthur Lacey (EDU)

REPRESENTATIVES: Josh Goldman (Academic Staff) and Jan Snyder (University Staff)

GUESTS: Lance Cavanaugh (Vice Chancellor, University Advancement), Matt Dornbush (Asst. Vice Chancellor), Scott Furlong (Dean, LAS), Clifton Ganyard (Assoc. Provost), Paula Ganyard (Director, Cofrin Library), Bill Hubbard (Director, ATS), and Christina Trombley (Assoc. Vice Chancellor)

**1. CALL TO ORDER.**

With a quorum reached, Speaker Terry called the meeting to order at 3:01 p.m. with one fell swoop of the gavel.

**2 APPROVAL OF MINUTES for Faculty Senate Meeting No. 5, December 9, 2015.**

Speaker Terry asked for corrections; hearing none, the minutes were passed unanimously (with great internal rejoicing from the SOFAS).

**3. CHANCELLOR'S REPORT.**

After welcoming the faculty back for the Spring semester, Chancellor Miller took the opportunity to introduce the new Vice Chancellor for University Advancement and President of the University of Wisconsin – Green Bay Foundation, Lance Cavanaugh. Lance comes to UWGB after spending 6.5 years as the University of Arizona Foundation's Vice President for Development. He looks forward to working with the Chancellor, board, donors, and volunteers to raise funds in support of our academic programs. Chancellor Miller mentioned that Lance has extensive experience in working with Deans, which will be important as we transition to the four colleges.

Over the break, the university unveiled a new webpage developed in-house by IT. The webpage is externally focused with many more photographs featuring the vibrant activities on campus.

There is a Chancellors meeting in Madison on January 29. The Chancellors will begin thinking strategically about the biennial budget, under the assumption that the Governor will support post-secondary education, but not the University System. Chancellor Miller mentioned that as the Chancellors enter into discussion about the biennial budget, there will be many priorities but every Chancellor is focusing primarily on compensation.

The Regent's will be meeting in Madison for their February meeting on 4<sup>th</sup> and 5<sup>th</sup>. Of greatest importance on the agenda for the Regent's Education Committee is the first reading of the Regent documents on Tenure, Post-Tenure Review, and Program Discontinuance.

UW-System has embarked on an examination of base funding levels for the institutions. System is faced with a legacy budgeting system (i.e., it is not clear why certain universities have a base funding level of "x" while others have a base funding level of "y"). Representatives from UWGB (including Provost Davis, Vice Chancellor Van Gruensven, and two of our Trustees – Craig Dickman and Lou LeCalsey) met with System representatives and made an impression on System thinking regarding base funding levels as it relates to the legacy budgeting system. Chancellor Miller is urging System to take care of these legacy inequities (such as the \$1.2 M inequity in base funding between UWGB and UW-Parkside).

UWGB has the same legacy budget problem within our own campus budget. Nobody really knows or can trace back what the fundamental strategic budget decisions were that led to the way the money is allocated now. We need to look at this as we develop the four colleges to make sure they are all funded equitably. Chancellor Miller will appoint a task force, chaired by Vice Chancellor Sheryl Van Gruensven and Asst. Vice Chancellor Matt Dornbush, to perform the analytics on this issue.

#### **4. OLD BUSINESS.**

##### a. Code Change on Graduate Academic Affairs Council (second reading).

UC Chair John Lyon reviewed the background on the code change. As the membership of the Graduate Studies Council continued to grow, some of the tasks being taken on by the Council were not an appropriate use of their time. Therefore, Matt Dornbush, Assistant Vice Chancellor for Graduate Studies, suggested creating a new Graduate Academic Affairs Council which would mirror the (undergraduate) Academic Affairs Council, except that it would deal strictly with graduate programs and their curriculum. The resulting code change would strike all of section 53.12 E of the Faculty Handbook and could create a new Graduate Academic Affairs Council whose membership and election is detailed in 54.02 D and whose functions are specified in 54.03 D. **Senator Sutton moved approval, Senator Loebel seconded.** Everyone must have been simply enamored with the proposed change as **the motion passed unanimously (26-0-0)** with no discussion.

##### b. Proposal for M.S. in Health and Wellness Management (second reading).

Christine Vandenhouten (Associate Professor of Nursing) presented this proposal. The document is virtually the same as was proposed in December with the exception that UW-Parkside will now be the campus leading the HLC accreditation movement instead of UW-Superior. This will be a collaborative program led by UW-Extension with five partner campuses (UW-Green Bay, UW-Stevens Point, UW-River Falls, UW-Parkside, and UW-Superior). Many of the students anticipated to enroll in this program are the undergraduate students who have received their Health and Wellness B.S. degrees from these institutions. Ever at the ready, **Senator Sutton moved approval, Senator Wolf seconded.** When asked if these courses would be taught on overload, Prof. Vandenhouten responded that this instruction would be part of normal teaching load. With no other questions, the question was called and **the motion passed unanimously (26-0-0).**

## **5. NEW BUSINESS**

### **a. Policy on Qualifications for Faculty and Instructional Academic Staff (first reading).**

Associate Provost Clif Ganyard presented the background on this policy mandated by the Higher Learning Commission (HLC), UW-Green Bay's accrediting body. Last June, the HLC modified their "assumed practices" faculty qualification policy, making it stricter. The basic idea is that faculty should have a degree one level higher than what they are teaching (i.e., you need a master's degree to teach bachelor's level courses, a doctorate to teach master's level courses, etc.). There are some exceptions: there are allowances for "equivalent experience" or "tested experience" so community members with specialized knowledge can still contribute (e.g., tribal elders can still contribute to First Nations Studies courses); and teaching assistants are exempted as they have oversight by faculty. For their site visit in October 2017, the HLC is expecting UWGB to have in place a policy that states we review our faculty's qualifications. UC Chair John Lyon then presented to the Faculty Senate the policy that was drafted by the UC. Questions arose regarding: 1) instances when an individual unit has a lower standard than that required in the drafted policy (usually not a problem as units such as Social Work and Nursing often have a Master's Degree as their terminal professional degree); 2) collaborative graduate programs between several UW campuses (these should not be affected since all UW schools should be following the same accreditation policies); 3) articulation agreements with Technical Colleges – as a Bachelor's Degree qualifies one to teach at a TC because it is one level up from an Associate's Degree, but would these credits then count if transferred to a four-year university (this is something the HLC has not resolved as yet); and 4) the effect on College Credit in High School (CCIHS) courses (the policy would have a huge impact on the CCIHS program as the individuals teaching these courses are high school teachers, most of whom have a Master's Degree in Education, not a Master's Degree in the area of study – which is required by the HLC; 75% of high school teachers would not meet this requirement).

### **b. Policy on Faculty and Teaching Academic Staff Annual Review (first reading).**

UC Chair John Lyon presented an annual review policy for all instructional staff which the UC was asked to draft. The review would be based on a document, envisioned to be the individual's PAR plus some form of self-evaluation. Each unit would have some flexibility regarding how the review is accomplished, be it through a subset of their unit's executive committee, their full executive committee, or their unit chair. A memo regarding how that individual is advancing in

their professional career would then be forwarded to their respective Dean. If there is anything in this policy that should be changed, opinions are welcomed.

c. Request for future business.

Speaker Terry reminded Senators they should feel free to voice their ideas/concerns/opinions to their nearest University Committee member at any time or simply bring it up at the next Faculty Senate meeting.

## **6. PROVOST'S REPORT**

Provost Davis started with two updates since the last Faculty Senate meeting. The first is that the replacement for UW-System Interim Senior Vice President for Academic Affairs David Ward has been announced. James P. Henderson, current Provost and Vice President at the University of Louisiana-Lafayette will be assuming this role. Second, at the last Regent Board meeting there was acceptance of a change in mission of UW-Extension. Extension will now be able to offer professionally focused and cross disciplinary competency-based credit certificates, Associates Degrees, and Bachelor Degrees in the areas of business and management.

Provost Davis next reminded everybody that UWGB will be hosting the April Regents meeting. Also in April is the Posters in the Rotunda, and UWGB received a record number of proposals from students to present at Posters in the Rotunda (approximately 20 poster applications, 30 students total). Traditionally we have been able to send six students/posters, but this year we are petitioning for eight students/posters to present.

Turning his attention to our reorganization efforts, Provost Davis brought the Senate up-to-date on the "Dean-dom" of the four colleges. Scott Furlong will continue as Dean of the College of Arts, Humanities, and Social Sciences. The search for the Dean of the Austin E. Cofrin School of Business hit a bump in the road as the individual being recruited for that position turned it down for health reasons (his health, not the university's health). A national search will be begin soon. The Program Review Committee has approved a position description for the Dean of the College of Science and Technology, so that will be posted soon. The UC, ASC, and USC are all seeking names of individuals to populate that search and screen committee. With Sue Mattison's departure at the end of the semester to assume the role of Provost at Drake University (congratulations, Sue!), the College of Health, Education, and Social Welfare will need a new Dean. Provost Davis will meet with the current faculty in these areas to gather opinions on whether the Dean search should be internal/external, short-term/interim, or move directly to a national search. Finally, the Provost's website will soon include a reorganization timeline calendar so all can keep up-to-date on what work has been accomplished and what still needs to be done.

The Provost now has a list of 42 faculty members who have been identified as STAR recipients. These individuals share in the \$127K in base funding that was received from System, with each receiving a \$3K base salary adjustment.

There is some encouraging news on enrollment. As of January 11, 2016, Residence Life reports there are 286 new freshmen housing contracts for next Fall semester, this represents an increase

of 63 contracts over this time last year. Also, Enrollment Services has been highlighting six of our academic programs (Business and Accounting, Engineering Technology, Human Biology, Environmental Sciences, Social Work, and Psychology) as they recruit students. Based on daily application admission tracking, compared to this time last year admissions in BUA is up 7%, ET is up 110%, ES is up 48%, HUB is up 8%, PSYCH is down 3%, and SW is down 12% (all other programs combined are only at 90% of last year's admissions). A number of discussions about January interim are taking place. Currently, the only courses offered are online and travel courses. But, that may change as face-to-face courses, independent studies, and internships may be making a return to the "winterim". There is also talk of making January its own session, so you would not have had to be a student enrolled in the Fall semester in order to take a course in January.

Lastly, Provost Davis mentioned that discussions are taking place regarding how we may be able to make use of some flexibility put into our budget allowing for our university system to make greater use of tuition remissions, giving us the possibility of discounting tuition for certain students (particularly for out-of-state students). The Provost is examining data regarding the expected tuition generated from the additional students gained from the increase in students vs. the tuition lost by decreasing out-of-state tuition costs.

## **7. OTHER REPORTS**

a. University Committee Report. UC Chair John Lyon welcomed Andrew Austin to the UC (replacing Kris Vespia who is on sabbatical leave for Spring 2016). Coming attractions for the UC include continued discussion of annual reviews and the document on workload (Lyon's first request for information from unit chairs has been received and is being compiled, it will then be sent to the CWC, then back to the unit chairs, and ultimately to the Faculty Senate – hopefully all by the end of the semester).

b. Faculty Representative Report. Christine Vandenhouten told us the Faculty Reps meet Friday, February 5. Items on their agenda include the Regent documents on tenure and post-tenure review (Regent President Millner will be joining them for a bit of that discussion). Reaction to the documents has ranged from relief (that it could have been worse) to concern.

c. Academic Staff Report. Josh Goldman reported that the Academic Staff Committee is working with HR and University Staff to create both an all-employee handbook and a handbook specific to each governance type. Academic Staff has been asked by HR to agree to a code of conduct/workplace expectations document. ASC is waiting hear what input the Faculty Senate has on the code of conduct/workplace expectations before they take any action on it.

d. University Staff Report. Jan Snyder returned to the Faculty Senate following the delivery of her appendix to report that the University Staff Committee is working to populate the search and screen committees for the various College Deans with US members. Also, the University Staff Assembly meets Tuesday, February 2 (it was subsequently rescheduled due to a snowstorm). A call for agenda items yielded requests about the budget and how it may impact University Staff positions and concerns about title changes and compensation as of July 1, 2015.

e. Student Government Report. Neither SGA President Hannah Stepp nor SGA Vice President Lorenzo Lones were able to attend the meeting.

**8. ADJOURNMENT** at 4:28 p.m.

Respectfully submitted,

Steve Meyer, Secretary of the Faculty and Staff

## **Qualifications for Faculty and Instructional Academic Staff**

### Policy

The criteria to be used to determine if someone is qualified to teach any for credit course at UW-Green Bay are:

For Faculty and Instructional Academic Staff of graduate programs

1. Have a terminal degree appropriate for the content to be taught.
2. Instructors teaching doctoral level programs should have an appropriate record of scholarship.

For Faculty and Instructional Academic Staff of undergraduate programs

1. Have a terminal degree appropriate for the content to be taught, OR
2. Have a terminal degree in a collateral field and expertise appropriate for the content to be taught, OR
3. Have a degree appropriate for the content to be taught that is at least one level higher than the program that they will contribute instruction to, OR
4. Have a Master's degree plus at least 18 graduate credits relevant to the content to be taught.

### Special Accommodations for faculty with equivalent experience

Exceptions to the minimum criteria stated above can be made for individuals with the appropriate equivalent experience. The criteria that these individuals should meet are:

Have a degree appropriate to the content to be taught and at the same level of the program that they will contribute instruction to and an appropriate amount of professional experience that is relevant to the content to be taught that include documented experience and advancement or recognition in the field. For programs that have to meet professional accreditation requirements “an appropriate amount of professional experience” will be defined as being consistent with the requirements of the accreditation body. For other programs, 5 years of professional experience will be considered an appropriate amount of professional experience.

Evidence can include publications in peer-reviewed journals, professional recognition of scholarly activities and/or expertise specific to the content to be taught.

**Faculty Senate Old Business 4a 2/24/2016**

## UWGB Faculty Rep Report for February 24, 2016 Faculty Senate Meeting

Issues being discussed at Regent and Rep meetings:

- **UW System Faculty Retention Study:** A group of faculty reps are planning to study faculty retention/leaving behaviors (system is willing to help fund the project):
  - Why Leaving?
  - Looking Behaviors (exploring job opportunities)
  - Filling Vacant Lines- Caliber & # of Candidates
- **Concerns regarding UW System Enrollment Management:** discussed history of enrollment caps in this competitive environment and concern for competition among UW schools. Plan to talk to Regents at a future meeting about their philosophy about this.
- **Board of Regent Policy on Post-tenure Review** (will discuss at meeting)
  - BoR voted on draft policy at the Feb. meeting. Afterward Regent Bradley approached several reps (including myself) about the way the TTF provided input on the policy.
  - Fac. Reps drafted proposed revisions to the language to remove heavy emphasis on financial reasons for program discontinuance, greater faculty involvement in the program discontinuance decisions, and a provision for severance pay for faculty who are laid off or terminated due to program discontinuance. The draft was sent to Regent Bradley and Evers on 2-18-16. Faculty reps are seeking endorsement/support from their Chancellors.
  - The Policies are on the March 10<sup>th</sup> agenda for approval.
  - Shared concerns about the perception of weakened tenure at UW System campuses- President Millner is particularly concerned about the comprehensives.
- **Tuition Task Force-** original charge too broad and too much- Tuition, affordability, differential tuition, etc. Now narrowing a bit- want a policy allowing a predictable tuition in the longer term. Students know what will happen in terms of price increases. Due to report to BoR mid- year.
- **College affordability package-** 4 bills that directly impact UW
  - Student tuition threshold would be eliminated
  - Internship program- real world experience
  - Increased financial aid counseling- modeled after the Indiana letter (amount of loans and grants received and what the payment would be upon graduation).
  - Microgrants for student emergencies
- **Update on Health Insurance-** currently state workers choose a plan from a cafeteria of options.
  - Governor wants to move away from cafeteria program to a self-funded program and all money saved will go to K12. Support in the legislature is tepid at best. This would destroy the health insurance marketplace. Would cost over \$1million additional costs to the system. Segel consulting was contracted to conduct a study- create 3 regions and cut down on number of providers, you could save \$100 million/year.

- Overall timeline would be 18 months. The group insurance board would issue an RFP for a new self-insured coverage. Included in next budget...would assume savings and put in K12- if stricken by legislature would look like they are taking money from K12 system.
- Would offer option for those who want to keep their current providers, you would have to pay a higher premium.