

# AGENDA

## **UW-GREEN BAY FACULTY SENATE MEETING NO. 2**

Wednesday, October 14, 2009 3:00 p.m.

Alumni Rooms AB, University Union

Presiding Officer: Laura Riddle, Speaker

Parliamentarian: Clifford Abbott

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

### **2. APPROVAL OF MINUTES OF FACULTY SENATE MEETING NO. 1, September 16, 2009 [page 2]**

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

### **4. CONTINUING BUSINESS**

### **5. NEW BUSINESS**

- a. Ombudsperson Proposal  
Presented by Laura Riddle [page 5]
- b. Course Repeat Policy  
Presented by Brian Sutton [page 6]
- c. Proposal to Increase Involvement of New Faculty in Shared Governance  
Presented by Illene Noppe [page 7]
- d. Faculty Representative to UW-System  
Presented by Illene Noppe [page 8]

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

### **7. COMMITTEE REPORTS**

- a. Academic Affairs Council Report [page 9]
- b. Faculty Representative's Report [page 11]

### **8. UNIVERSITY COMMITTEE REPORT**

Presented by Brian Sutton, Chair

### **9. ADJOURNMENT**

[draft]

## MINUTES 2009-2010

### UW-GREEN BAY FACULTY SENATE MEETING NO. 1

Wednesday, September 16, 2009

University Union 103

Presiding Officer: Laura Riddle, Speaker of the Senate

Parliamentarian: Clifford Abbott, Secretary of the Faculty and Academic Staff

PRESENT: Lucy Arendt (BUA), Scott Ashmann (EDU), Andrew Austin (SCD), Kimberly Baker (HUB), Caroline Boswell (HUS), Kathleen Burns (HUD), Toni Damkoehler (AVD), David Dolan (NAS-UC), Adam Gaines (AVD), Stefan Hall (HUS), Thomas Harden (Chancellor, *ex officio*), Tim Kaufman (EDU-UC), Mimi Kubsch (NUR), James Loebel (BUA), John Lyon (NAS), Michael McIntire (NAS), Randall Meder (AVD), Daniel Meinhardt (HUB), Thomas Nesslein (URS), Illene Noppe (HUD-UC), Laura Riddle (AVD-UC), Jolanda Sallmann (SOCW), John Stoll (PEA), Brian Sutton (HUS-UC), Julia Wallace (Provost, *ex officio*), Jennifer Zapf (HUD)

NOT PRESENT: Peter Breznay (ICS), Michael Draney (NAS-UC), Steve Kimball (EDU), Vladimir Kurenok (NAS), Christopher Martin (HUS)

GUESTS: Dean Scott Furlong, Associate Dean Donna Ritch, Associate Provost Tim Sewall, Interim Assistant Chancellor for Advancement Dan Spielmann, Interim Dean Derryl Block, Associate Provost Jan Thornton, News and Media Relations Coordinator Mike Heine, and Professors Carol Emmons and Steve Meyer

**1. Call to Order.** Speaker Riddle called the Senate to order at 3:03 p.m., welcomed the senators and guests and called for the senators to introduce themselves.

**2. Approval of Minutes of UW-Green Bay Faculty Senate Meeting No. 8, May 6, 2009.** On a motion by Senator Loebel (Senator Sutton second) the Speaker called the minutes approved when there were no objections or corrections.

**3. Chancellor's Report.** Chancellor Harden expressed his delight at being here and offered three items of news:

a. Efforts are under way to change the commencement ceremony with the aim of shortening it and providing more focus on the graduates. One possibility is to have a separate hooding ceremony for Masters graduates the night before commencement. Ideas are welcome.

b. There is planning for a new residence hall with hopes of completion by fall 2010.

c. The Chancellor elaborated on a recent gift of \$5.5 million from David Cofrin. The gift was made to convert a professorship to an endowed chair and to name a School of Business, but beyond that the University has wide discretion in the use of the income from this gift. The Chancellor invited discussion on possible uses from the Senate and others on campus.

**4. New Business.**

a. Election of Senate Deputy Speaker for 2009-2010. **Senator Sutton (Senator Damkoehler**

**second) nominated Senator Noppe and her election was approved by a vote of 19-0-1.**

b. Memorial Resolution for Professor Jerry Dell. The resolution was read by Professor Carol Emmons and will be filed in the collection kept by the Secretary of the Faculty and Academic Staff.

c. Course Waitlist Proposal. Senator Sutton introduced this change to have the course waitlists maintained by the Registrar expire on the eighth day of any given semester rather than the current first Friday of any given semester. **Senator Austin (Senator Kubsch second) moved the proposal.** In the brief discussion concern was expressed about the time limits on students adding their names to the waitlist and it was pointed out that this proposal offered no change in that deadline. **The motion passes unanimously (22-0-0).**

d. Ombudsperson Resolution. Speaker Riddle introduced this resolution calling for the administration to create an Ombudsperson position and to have its duties added to those of the Secretary of the Faculty and Academic Staff. **Senator Sallman (Senator Arendt second) moved adoption of the resolution.** Several people asked whether there was a job description with more specifics than those in the resolution. The Chancellor raised questions about balancing the need of the administration to know about problems on campus with the need to protect confidentiality. There were also concerns expressed about conflicts of interest although it was offered that these may be fewer with the SOFAS being ombudsperson than in the previous situation when University Counsel held the position. There was a suggestion that proposed position of “Faculty Advocate” of a few years ago might offer some guidance. **Senator Stoll (Senator Noppe second) moved to amend the resolution to include that a list of specific duties be brought to the Senate prior to implementation.** Several senators suggested a wiser path might be to table rather than amend the resolution so these questions could be dealt with. **The motion to amend failed (1-21-2). The Senator Meinhardt (Senator Arendt second) then moved to table the resolution and this motion passed (24-0-0).**

e. Discussion of Honors Program. Senator Sutton introduced the discussion by saying the University Committee had been considering an honors program for some time but that there were many models to consider and in their research they discovered a national conference that might help in making choices about what would best work here. Dean Furlong had expressed interest in investing in this work if he could see some sense that the faculty favored it. Hence the UC put the item on the Senate agenda for discussion (and display for Dean Furlong). Those who spoke were generally supportive of the idea for reasons such as: it might offer more opportunities for smaller sized classes; it might bolster the mission of interdisciplinarity; it could become a recruitment tool for better students; and if it were a 4 year program, it might be even better than the recent successes of the First Year Experience. Cautions were expressed about resources - support for an honors program might be less if it meant reallocations from existing programs. It might be important also to consider honors work might be quite different in different academic areas. Still there might be ways to start modestly and grow.

e. Requests for new business. Senator Arendt inquired whether the naming of a School of Business is something that would be coming before the Senate at a future meeting. The response was that Senate approval was not required and the Chancellor said his intent was to inform and

receive questions today but he would be moving to implement the naming before a future Senate meeting. Perhaps sensing that the clout of both the Chancellor and the Faculty might be enhanced here, Senator Lyon wanted to have a **Senate endorsement of the concept of creating a School of Business**. There was a brief parliamentary wrangling of whether this was legitimate (Wisconsin's Open Meetings Law discourages actions not on the agenda but then the issue, if not the action, was on the agenda in the Chancellor's report). At any rate it was clarified that **Senator Lyon intended a motion; it received a second from Senator Arendt**; and it was not ruled out of order by the Speaker. Discussion started off with expressions of support for the motion and then shifted to support for the idea but with concerns for wider implications for either the legitimacy of the endorsement or its effect on other professional programs. Perhaps fearing the Senate was about to embarrass itself by rejecting something it really wanted, **Senator Meinhardt moved to table the motion. The tabling was seconded and passed (20-2-2)**. There were no additional requests for new business.

**5. Provost Report.** Provost Wallace reported that she was mostly in a learning and listening mode but she wanted to identify three issues on her agenda:

- a. enrollment plans
- b. diversity issues, particularly coordinating with the System's "inclusive Excellence" initiative
- c. communication to and from the Provost - she wishes to be responsive and is looking for guidance on the best ways to achieve this. Suggestions are welcome.

**6. 2008-09 University Committee Annual Report.** Last year's chair of the University Committee Steven Meyer referred to the written report and presented a list of issues that had concerned last year's Committee. He mentioned: Senate Caucuses, faculty workload, interdisciplinarity, domestic partner benefits, childcare, collective bargaining, course repeat policy, residency rules for all-university honors, decoupling faculty representative and UC chairing responsibilities, ombudsperson, honors program, and pilot programs for 3-year degrees at other UW campuses.

**7. University Committee Report.** UC Chair Sutton began by reporting that the UC had endorsed the Chancellor's plan to name a School of Business and apologized if this led to a bit of awkwardness in the earlier request for new business section of today's meeting. He described the resolution of a time conflict one member of the UC had and he asked for volunteers for a faculty representative to student government. He then listed some items the UC has on its agenda: the residency requirement for all-university honors, course repeat policy, faculty workload, childcare center, and the cap on summer teaching earnings.

**9. Adjournment.** On a motion by Senator Sallmann (Senator Nessler second) and a voice vote of support Speaker Riddle adjourned the meeting at 4:25 p.m.

Respectfully submitted,

Clifford Abbott, Secretary of the Faculty and Academic Staff

## **RESOLUTION ON UNIVERSITY OMBUDSPERSON**

WHEREAS an official request for the designation of a University Ombudsperson was made by the Committee for Equality of Women in the UW System-Green Bay campus in their report dated April 2001; and

WHEREAS UW-Green Bay Administration designated the current University Legal Counsel to take on the responsibilities of an Ombudsperson; and

WHEREAS official complaints have been registered in regards to a bias to protect University interests inherent in the position of Legal Counsel, defeating the neutrality necessary to the position of Ombudsperson; and

WHEREAS the position of University Legal Counsel has since been eliminated;

THEREFORE BE IT RESOLVED, that the Faculty Senate of the University of Wisconsin-Green Bay requests that University Administration create an impartial Ombudsperson position to provide Faculty and Academic Staff with a neutral and confidential resource for work related complaints and mediation. We further recommend that this position become an official duty of the Secretary of Faculty and Academic Staff with the following charge:

The University Ombudsperson acts as a neutral agent in disputes brought forward by Faculty and Academic Staff, informally assisting in resolving concerns related to academic rights, responsibilities and work environment and fostering communication between members of the campus community. The Ombudsperson will serve as a confidential advisor to help Faculty and Academic Staff to determine the viability of specific complaints and issues and will direct individuals to appropriate offices, committees, and University rules and policies. All inquiries will be confidential unless the Ombudsperson is given permission by the complainant to go to a third person. In certain cases University policy and the law may require disclosure of information. The Ombudsperson will avoid any issue in which there may be a conflict of interest on his or her part. Should a conflict of interest be identified, the University Committee will designate a substitute Ombudsperson. Recourse to the Ombudsperson is voluntary and not a prerequisite for consideration of the dispute by the Committee on Rights and Responsibilities or the Office of Human Resources.\*

\*language borrowed from the Policy Manual of the University of North Texas.

Faculty Senate New Business 5(a)  
October 14, 2009



## Course Repeat Proposal

### Proposal:

- Students wishing to repeat a course may not register for the course until after regular registration, including R & R, is completed. Exceptions will be made if the course instructor signs a waiver.

### Rationale:

- Many UWGB courses have a number of students on the waitlist, and UWGB students frequently express frustration at being closed out of courses they need. If students are given less motivation to repeat courses they have already passed, more seats will be available for students who have not yet taken the course.
- If students are given less motivation to repeat courses, they're likely to graduate sooner, a trend which is good both in itself and because graduation rate within four to five years of enrollment is a statistic used in evaluating universities.

Growing Our Own:  
A University Committee Proposal to Increase Involvement of New Faculty in Shared  
Governance at UW-Green Bay

Illene C. Noppe  
October 14 2009

Statement of the Problem

As a fairly young campus, UW-Green Bay has reaped the benefits of a highly committed and involved faculty in many facets of committee work, policy creation, and institutional development. Much of this is probably because until recently, many faculty were here on the “ground level” in the creation of the university, including its unique mission and academic plan. Although the principles of shared governance are widely supported on our campus, there may be a shift in the institutional culture in terms of the continued tradition of faculty involvement. There may be a number of factors that are responsible for this shift, but two main ones are limited access to committee work for our newer faculty, and to a “raising of the bar” in terms of research and teaching productivity for merit, tenure and promotion. With the recent “gray headed exodus” of faculty, it is possible that fewer faculty will participate in committee work. A select few will continue their university commitments, encouraging “committee burnout” and discouraging fresh ideas. The following proposal is designed to ameliorate the above problems.

The Committee Apprentice Program

Each committee may have one non-voting committee member (*ex-officio*) who attends committee meetings for one year. This member can come from the non-tenured faculty or from newly tenured faculty (within the first four years of their tenure). Non-tenured faculty may sit on all committees except those involved in personnel decisions. The UC suggests that units count the “apprentice committee participation” as committee work for merit and promotion.

Selection as an apprentice committee member will be based upon responses from the annual committee preference survey (modified to include this new category) issued by the Committee on Committees and Nominations (CCN). The CCN would then assign apprentice faculty to committees. Each committee would have one apprentice committee member, whose participation would be reflected in the minutes.

At the end of the first year of this program, the effectiveness of the program will be assessed by a UC survey of committee chairs and apprentice committee members.

Anticipated Benefits of the Committee Apprentice Program

- Provides an opportunity for newer faculty to learn about shared governance and understand how committees function.
- Socializes newer faculty into the significance of participation in shared governance.
- Offers a service opportunity that has been inaccessible to a number of newer faculty.

Faculty Senate New Business 5(c)  
October 14, 2009

## UC Proposal for UW-Green Bay Faculty Representative

During the academic year, monthly meetings are held in Madison by representatives of governance groups from each of the UW campuses. The meetings involve issues of common concerns across the system, reports of issues specific to each campus, and a joint meeting with System administrators. Most importantly, the Faculty Representatives meetings offer opportunities for networking and the sharing of information. Traditionally, the Faculty Representative from UW-Green Bay has been the University Committee Chair, but the increasing responsibilities of this position and the fact that it is only a one year term have put constraints on the ability of the UW-Green Bay faculty representative to engage in full participation. Thus, in order to have greater continuity of the position, and to further engage the UW-Green Bay Faculty Senate in matters of shared governance, it is recommended that the UW-Green Bay Faculty Representative come from the ranks of the Faculty Senate, with a two year commitment of service.

## **Academic Affairs Council Report to Senate September 2009**

AAC Members: Woo Jeon, Mimi Kubsch, Dennis Lorenz, Cristina Ortiz, Christine Style (chair), Tim Sewall (Administrative Liaison)

1. Christine Style was elected AAC Chair for 09-10.
2. Meeting time for fall 2009 is every Friday, 10:45 – 12:00 noon in TH 331
3. Reviewed Program Review process and schedule. In addition to the 5 new program reviews set for fall 09 and spring 10 (Education, Modern Languages, Music, Political Science, and Applied Leadership) there are 3 programs that are carried over from previous years. Environmental Sciences & Policy has been received and will be the first program reviewed this fall.
4. Policies Regarding Internship Credit was discussed and the AAC chair drafted a policy that was sent to the Deans to forward to unit and discipline chairs for their feedback before AAC vote and before sending to the Senate.
5. Credit for Prior Learning was discussed the AAC chair will drafted a policy that was sent to the Deans to forward to unit and discipline chairs for their feedback before AAC vote and before sending to the Senate.
6. The AAC reviewed and approved all of the following in September:
  - a. Form B: Limited modification of Design Arts Major requirements (AVD) to remove ART 277 Lithography from list of Upper level Electives
  - b. Form B: Limited modification of Human Development Major requirements (HUM DEV) to remove HUM BIO 342: Human Evolution from requirements list.
  - c. Form B: Limited modification of Chemistry Major requirements to remove CHEM 418 Nuclear Physics and Radiochemistry Laboratory from upper-level requirements
  - d. Form C: Modify existing Physics Minor requirements to remove CHEM 418 Nuclear Physics and Radiochemistry Laboratory from upper-level requirements
  - e. Form C: Modify existing Chemistry Minor requirements to remove CHEM 418 Nuclear Physics and Radiochemistry Laboratory from upper-level requirements
  - f. Form D: Modify existing Nutritional Sciences Area of Emphasis requirements. Two changes: 1) remove General Chemistry option; 2) remove Econ 202 and 203 from requirement list.
  - g. Form CMF: Establish a New Course, MUSIC 453: Materials & Design (AVD) offered every spring.
  - h. Form CMF: Establish a New Course, MUSIC 254: Music Theory IV (AVD) offered every spring.
  - i. Form CMF: Establish a New Course, MUSIC 253: Music Theory III (AVD) offered every fall.

- j. Form CMF: Establish a New Course, MUSIC 215: Advance Sight Singing & Ear Training (AVD) offered every fall.
  - k. Form B: Limited modification of Music Major requirements to reflect multiple changes. The following will be required by all Music Majors: MUSIC 253 Music Theory III (3 credits) every fall periodicity; MUSIC 254 Music Theory IV (3 credits) every spring periodicity; MUSIC 215 Advanced Sight Singing & Ear Training (1 Credit) every fall periodicity. The following will added to the Music Major elective list to pick one from: ART 453 Materials & Design (3 Credits) every spring periodicity
7. The AAC received the Environmental Sciences & Policy Self-Study Report from Patricia Terry and will begin review of it in early October.

Highlights of the UW-System Faculty Representatives Meeting  
September 25, 2009

1. Furloughs:

The main theme of this discussion was that there should be some noticeable difference—not business as usual. Such change would communicate that furloughs are a hardship on the university and should not become a routine procedure in the wake of state monetary difficulties. Some suggestions were as follows:

- Close department on a Friday pm.
- Eliminate post-tenure review
- Quantify the effects of the furlough on faculty, students and families.
- Positive approach: Declare a volunteer day wherein faculty and students participate in a community service project.
- Put furlough information on syllabi.

Discussion also concerned whether or not faculty need to report their floating furlough days. UW-Oshkosh will not require this of their faculty.

2. Collective Bargaining

- System has indicated neutrality in whether or not campuses vote for cb.
- System will hire “train the trainer” consultants to help administrators deal with cb.
- Two of the major organizations working to promote cb are TAUP and AFT.
- Institutions should have neutral educational forums that should be organized by the UC or Faculty Senate.
- There need to be clear parameters set so that unions do not infringe upon the responsibilities of grievance committees. Such a scenario frequently leads to increased animosity between faculty and administration.

3. Joint Session with System Administrators

- Making Opportunities Affordable—seeking funding to help increase graduation rates.
- Budget update
- Collective Bargaining—emphasized their neutrality.
- Academic Program Suspension: Response to completion of the examination of the program arrays of all campuses. System has established guidelines (not policy) regarding program suspension. These guidelines suggest procedure for putting a program “on the shelf” where it can stay for seven years before more active action is taken to eliminate the program. The purpose is for the reallocation of resources. Faculty Reps were assured that the request for suspension will have to go through the governance process.

4. Sharing of Governance issues on UW campuses

- Many campuses are revising their General Education programs.

- A number of campuses are undergoing (or have recently undergone) chancellor/provost dean searches.
- Campuses are concerned and working towards holding workshops to promote greater faculty involvement in governance processes.

Other points:

- Essential that UWGB have a presence at the table.
- Faculty rep position term should be at least two years.
- UC chair should get release time.
- Our faculty senate should have greater involvement in governance.