Minutes
UWC Senate Steering Committee
Meeting #13: WisLine
Monday, March 7, 2016
10:00 a.m. – 11:30 a.m.


Not Present: Juli McGuire, Keith Montgomery, Cathy Sandeen, and Brad Wilson

1. Call to order. The Monday, March 7, 2016 WisLine meeting of the UW Colleges Senate Steering Committee (SSC) was called to order at 10:03 a.m. by SSC Chair Holly Hassel.

2. Approval of the agenda. The agenda for the meeting was approved by unanimous vote [Alitto/Raunio].

3. Approval of Minutes: SSC #12 Draft Minutes (2016-02-19). The draft minutes of the February 19, 2016 SSC meeting held at UW-Fond du Lac were approved unanimously [Peterson/Raunio].

4. Reports

a. Chancellor Cathy Sandeen was not in attendance. On her behalf, Provost and Vice Chancellor Greg Lampe related that the Chancellor’s Quality Improvement Advisory Council is preparing for their first meeting. The draft charge has been shared with Associate Vice Chancellor for Academic Affairs Joe Foy and with the advisory council’s chair, Executive Library Director Jennifer Chamberlain. Associate Vice Chancellor Foy added that all metrics from earlier work completed by Budget Implementation Steering Committee (BISC) task groups had been provided to advisory council members and those from the more recently finished business services and human resources task groups would be provided as well. The provost noted that the fall survey results would be utilized and the group would watch for the survey information again later this spring.

b. Provost and Vice Chancellor Greg Lampe reported that his campus visits with Vice Chancellor for Administration and Finance Steve Wildeck continue, with eleven campuses having been visited thus far. The two vice chancellors were at UW-Rock County today, and will meet with UW-Richland faculty and staff members on March 17. They will also be visiting UW Colleges Online later in March. The provost has time scheduled to meet with people at each campus and has listened to many stories of how people’s lives have been impacted by the restructuring processes. During the early campus meetings, faculty and staff members expressed many concerns around IT; however, many of those issues were addressed as they were brought up and the restructuring processes have moved along. In more recent meetings, the top concerns expressed are around curriculum, student enrollments, and faculty workload in light of decreasing enrollments. The provost noted that it had been determined, as shown in Chair
Hassel’s report, that the hard roll out for the UW Colleges Online virtual campus would be Fall of 2017. He explained that there needs to be a year to get the UW Colleges Online constitution and committees into place, make decisions about collegium membership, and to complete the necessary policy changes. Provost Lampe also reported that UW Colleges Online is doing internal work towards becoming a campus, reporting that they are moving to align their student affairs unit with the campus-located Solution Center. Margaret Hankenson, Provost Lampe concluded, has agreed to review the UW Colleges Online constitution. It will then go for a full committee review. The committee will then recommend approval of the document to UW Colleges Chancellor Cathy Sandeen.

c. **Associate Vice Chancellor for Academic Affairs Joe Foy** announced that Mya Starling started today as the Director of Institutional Research, Assessment and Effectiveness. She had a lot of excellent questions and is very excited about her new role. The decisions on awarding summer research grants have been made. The Senate Professional Development Committee will be awarding eight grants, focusing on supporting assistant professors in their quests for tenure. Letters will be going out soon to those not chosen. The Senate Curriculum Committee (SCC), Associate Vice Chancellor Foy said, will submit degree revisions to the provost by the end of the week. He said that any remaining revisions should be sent to the SCC.

d. **Senate Steering Committee Chair Holly Hassel** pointed out the written report she had sent out the previous Friday. Regent Policy Documents (RPDs) around tenure that were endorsed by the Education Committee last month will be up for approval Thursday by the Board of Regents. She referenced the revisions document put together and sent out last month by a group of faculty reps and some members of the tenure policy task force which is now supported by all faculty reps and the entire tenure policy task force. That document is a move towards being in line with the AAUP and the Wisconsin history of tenure. The tenure policy is the least problematic, although hamstrung by statute. The policy around program discontinuance is worse, Chair Hassel expressed, seeming to equate financial and educational reasons for discontinuance. The revisions document has been circulated and support requested, and it seems as if some parts might receive that support. The rest of the report, SSC Chair Hassel said, mentions the work of groups charged by Steering.

e. **Academic Staff Lead Senator Jeff Verona** noted that with election season approaching and some university staff who are now academic staff, there is an effort being made to ensure all of the correct eligible people are notified regarding elections. He is hoping the question of who is on what email distribution list sorts itself out soon.

f. **SGC President Graham Pearce** reported that the Student Governance Council had held an election on March 3, 2016 for Executive Director. Samantha Gerland, UW-Barron County, was elected to complete the SGC Executive Board. The SGC has approved Sue Kalinka (UW-Waukesha) as their advisor and are awaiting the approval of the chancellor. Elections for next year’s Executive Board are scheduled for March 31 with a transition period from then until May 1. The SGC constitution does not allow for a transition period; therefore, amendment language was introduced at the March 3 meeting, and is up
for adoption at a meeting March 12 at UW-Whitewater following the Student Reps meeting. SGC President Pearce related that he is working to put together a slate of candidates for the incoming Executive Board, and hopes with the transition period there can be a lot of knowledge transfer before his departure. Updating the SSC on F50 and the funding of student governance stipends through financial aid, Pearce said he had spoken with the chancellor about the policy last week. The SGC supports having the financial aid payment method as an option, but not as a mandatory payment method; give the student the choice. SGC President Pearce will next speak with Associate Vice Chancellor for Student Affairs and Enrollment Management Rich Barnhouse and Vice Chancellor for Administration and Finance Steve Wildeck about the policy.

g. **UWC Associate Degree and Curricular Reimagining Project Faculty Coordinator Caroline Geary** informed the Steering Committee that significant progress has been made in preparing to align to ACIS 1.3 in two areas. First, departments/programs have identified depth criteria and applied them to identify classes to meet the requirements. A list of issues to examine as the project progresses was also created. Faculty Coordinator Geary announced that a list of proposed courses and a pdf overview of this depth work could be found on the project’s SharePoint site. Second, the project leadership team has drafted language defining breadth categories and sent it to departments/programs for review. Work will be done to map the curriculum to the definitions. UWC Associate Degree and Curricular Reimagining Project Faculty Coordinator Geary will be meeting with academic departments to give updates on the project and address any questions.

5. **Business**

a. **IP #310: Can program chairs request SSIs?** The question of whether academic program chairs can request SSIs had come to Chair of Chairs Greg Ahrenhoerster. There was discussion around where in policy language had been added saying that program chairs and department chairs are equivalent; the response was given that it was in IP #405, but it referred to Senate and committee membership. It was suggested that a broader statement was necessary, but noted that there are occasions that the two are not equivalent. The question around requesting SSIs will be sent to Senate Academic Policy Committee (SAPC), with the overarching question added to the policy review plan for the summer. The motion was made and carried unanimously [Ahrenhoerster/Alitto].

b. **P2P and SSI: who is responsible for administering the surveys?** Associate Vice Chancellor Foy explained that there was a question around whether the receiving or originating site should be responsible for administering SSIs for point to point (P2P) classes. It is not mentioned in policy. Troy Kozma said that the different P2P locations have different PRISM numbers, so it seemed the technical issues should be figured out and then the matter could be sent to SAPC. Hassel will work with Scott Bouffleur, Director of Non Online Distance Education, the associate vice chancellor and provost on the short term issues, and will come back to SSC with long term policy suggestions.

c. **UWC Constitutional review group charge.** SSC Chair Hassel read the proposed charge as found in the circulated materials. There was general consensus around the charge. Hassel related the proposed membership for the Constitutional review group and
the Senate policy review group as currently known. SGC President Graham Pearce will work toward finding a student member for the Constitutional group after SGC elections are held.

d. Emotional labor and Merit. Chair Hassel summarized the question being brought forth, noting that such work (helping students get counseling, etc.) certainly takes place but wondering about regulating it in policy. Julianna Alitto offered that while, as a psychologist she does the type of work mentioned quite a lot, she would never put it in an activity report. She refers students to the mental health experts. She stated that confidential conversations and issues would never go in an activity report. Alitto and Mark Peterson referred to liability issues around getting someone to the help they need, rather than attempting to do that job. UW Colleges faculty might be pressed to deal with certain issues more than those at other institutions, said Hassel, because of the nature of UW Colleges. Associate Vice Chancellor for Academic Affairs Joe Foy offered to take the matter up with Associate Vice Chancellor for Student Affairs and Enrollment Management Rich Barnhouse. Associate Vice Chancellor Barnhouse and Director of Conduct and Compliance Kris McCaslin might be able to send out resources so people know the steps and who to reach out to in providing support. Hassel will follow up with the question originator.

e. Review/Discuss FAGC Procedures Documents – Next steps? The proposed procedures documents were presented. The “Centers pdf” from the late 1980s that comes up whenever there is a faculty appeal was pointed out as a reason for establishing and codifying procedures. The next question was where the procedures should be placed: Constitution, policy, or committee bylaws. It was determined to send the procedures to the Faculty Professional Standards Committee (FPSC) and ask them to consider them as procedures for appeals and where they should be placed. The motion carried by unanimous vote [Alitto/Kozma].

6. Other Business. There was no Other Business for the SSC to discuss.

7. Adjournment. The March 7, 2016 WisLine meeting of the UWC Senate Steering Committee was adjourned by SSC Chair Holly Hassel at 11:02 a.m. when all business on the agenda was concluded.

8. Action Items

   a. Baum will post the approved minutes of SSC #12 in appropriate electronic files.
   b. Hassel will send SSC #12 minutes and chair report #13 to senators and campus steering chairs.
   c. Hassel will steer question of program chairs requesting SSIs to SAPC.
   d. Hassel will add program chair vs. department chair question to summer Constitution/policy review.
   e. Hassel will work with Foy, Lampe, and Scott Bouffleur to resolve short term P2P SSI issues. Policy revision ideas will be brought back to SSC.
   f. Hassel will note Constitutional charge as finalized. Pearce will work to find student member of group.
g. **Foy** will ask Rich Barnhouse if he would work with Kris McCaslin to send out information/resources.

h. **Hassel** will follow up with Wilz.

i. **Hassel** will steer possible FAGC procedures to FPSC.