Minutes  
UWC Senate Steering Committee  
Meeting #15: WisLine  
Monday, April 11, 2016  
10:00 a.m. – 11:30 a.m.


Not Present: Keith Montgomery

1. **Call to order.** The Monday, April 11, 2016 WisLine meeting of the UW Colleges Senate Steering Committee (SSC) was called to order at 10:02 a.m. by SSC Chair Holly Hassel.

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

3. **Approval of Minutes:** **SSC #14 Draft Minutes (2016-03-28).** The draft minutes of the March 28, 2016 SSC WisLine meeting were unanimously approved [Kozma/Ahrenhoerster].

4. **Reports**

   a. **Chancellor Cathy Sandeen** reported that at the Board of Regents meeting held at UW-Green Bay on April 7, the UW-Madison tenure policies had been up for approval. The Board did not approve the faculty versions as presented, but instead approved edited versions consistent with UW System policy. Chair Hassel added that her understanding was that the University Committee had been split on whether to move forward policies that would not be approved; she asked Chancellor Sandeen if the changes had been made on the floor by the Regents to which the chancellor responded in the affirmative. Hassel said that approving policies that had not been reviewed by the Senate was a very bad precedent; everyone had argued for shared governance, but then had let the Regents do what they wished with policy. Presumably this had been done because of the special needs of UW-Madison—the delay in having policy in place was hurting their recruitment and other efforts. Chancellor Sandeen agreed and said that Chancellor Blank, the UW-Madison provost, and two chairs of the University Committee stated they “were comfortable” with policy as approved by the Regents. The chancellor expressed that the main focus for UW Colleges is the policy review going on over the summer, and on remaining committed to shared governance. She urged that appropriate language be put forward, but also asked that people remain cognizant of political reality. Chancellor Sandeen informed the committee that the deadline for the post tenure review policy is the Wednesday before Thanksgiving. Provost Lampe explained that the policy must be done in time for the Board to review for the December meeting. SSC Chair Hassel suggested that the joint meeting of Steering and Faculty Professional Standards Committee on April 22 focus on that policy so an introduction can be ready for the September Senate meeting. The chancellor said that UW-Milwaukee plans to go forward with their policy in June, and the provost said UW-Extension will as well.
Chancellor Sandeen noted that it was good that the student panel on diversity and inclusion at the Board of Regents meeting was given time on the agenda. She felt, though, that the facilitated peace circle held at UW-Rock County had been a much better format for talking and sharing, in which genuine feelings and comments surfaced. Chancellor Sandeen would like to make diversity and inclusion a priority and move forward in a real and authentic way within the UW Colleges. Chair Hassel, who had worked on the UW-Rock County event, said she would like to hold a peace circle event on each campus yet this semester and develop priorities from what is learned. The chancellor asked that Hassel, Chief of Staff Molly Vidal, SGC President Graham Pearce, and SGC First Year Student Lamonte Moore brainstorm on who might facilitate the events. Hiring an outside facilitator for multiple events across the institution is likely cost prohibitive. We should seek internal facilitators before turning to outside facilitators.

In other news, Chancellor Sandeen reported that enrollments for summer are up across the board. Fall enrollments are even with last year, even though fall enrollments just opened on April 4th. She asked that faculty remind students to register. It was suggested she reach out to campus steering committee chairs and ask them to encourage instructors to remind students to register for Fall. The chancellor reminded the SSC that UW System had given UW Colleges $200,000 to use towards base salary compensation adjustments. She further pointed out that $600,000 had been spent on faculty compensation last year. The $200,000 will be, Chancellor Sandeen announced, used to eliminate the instructional academic staff 70% tripwire. A formal announcement will be made later in the week. There will also be some compensation for university staff in a one-time lump sum form, especially the lower compensated university staff hit hardest by increased health care costs. The SSC was very pleased with the news. UW-Barron County students led by Professor Christa James-Byrnes had taken part in a national Rube Goldberg competition in Columbus, Ohio. Up against teams such as Perdue and Penn State, the UW-Barron County team won the Division III National Title and the Best Presentation Award. Steering gave the team a round of applause and thanked the chancellor for her report.

b. Provost and Vice Chancellor Greg Lampe said that he has been receiving feedback on the 2016 Institutional Priorities that he circulated last week. He next reported that he has sent his Provost Report to Senate members in which he gives an update on the U.S. Department of Education Second Chance Pell Program. The UW Colleges’ application has successfully made it through the first round of the submission process and a second and final application was submitted in late March for review. The Wisconsin Department of Corrections is excited about the prospect and they are previewing the UW Colleges instance of Desire2Learn (D2L) to ensure that the UW Colleges’ framework abides by their security expectations without sacrificing our course content. The provost will be traveling to Chicago, Illinois to attend the annual conference of the Higher Learning Commission. The UW Colleges’ Assurance Review will be in April of 2017 and consists of two parts: the assurance argument, in which it is demonstrated how the UW Colleges meets the five criteria for accreditation, and an evidence file, an electronic file to which evidence supporting the assurance argument is uploaded. Provost Lampe has scheduled meetings with the UW Colleges HLC liaison and with a peer reviewer who
has completed assurance reviews of other institutions to learn the type of information for which peer reviewers look. Director of International Education Tim Urbonya is recruiting students in China, related Provost Lampe. Director Urbonya had recruited several students in Nepal before going to China, and will be traveling to Vietnam next. The trip is going very well and Director Urbonya is pleased with the quality and the diversity of the students being recruited for the UW Colleges.

c. **Associate Vice Chancellor for Academic Affairs Joe Foy** told the Senate Steering Committee that in addition to the overview of the various Course Options processes he discussed in his report to the Senate, he is also working on developing a standardized mentoring policy for high school teachers who teach UW Colleges credit courses in the high schools. Drafts of this process will be sent to academic department chairs and regional administrative teams for their review and feedback. The new academic department chair orientation will be June 1, 2016 followed by the chairs’ retreat on June 2. The orientation process is being revised thanks to those who have attended the Leadership Academy, said Associate Vice Chancellor Foy, into more of an onboarding format.

d. **Senate Steering Committee Chair Holly Hassel** pointed out the report she had sent electronically. She noted it included updates on the progress of three working groups charged by the SSC: the Online Curriculum Task Force, the SSI Working Group, and the Online Evaluation Working Group. Each is moving forward in their task. There was also a brief update about the Regents Policy Documents (RPDs) on tenure which mentioned the joint meeting to be held with Faculty Professional Standards Committee on April 22 to discuss the upcoming summer policy review, especially around the post tenure review policy.

e. **Academic Staff Lead Senator Jeff Verona** thanked Chancellor Sandeen for the very good news about the end of the 70% tripwire. He said that there would be many happy IAS across the Colleges when it was announced, and looked forward to seeing that come out. The academic staff elections for senators were contested this year, possibly, Verona expressed, due to the return of many librarians to eligible academic staff titles. The academic staff standing committees also received plenty of nominations; he expected Senate Assistant Linda Baum to let him know if there were vacancies for academic staff on Senate committees to steer people towards. Earlier in the year ASPP #708, titling guidelines for IAS, had been put in place after many years of work. ASPP #704 for non-instructional academic staff is also past due for an overhaul and will be on the Academic Staff Council’s agenda for 2016-2017, said Lead Senator Verona.

f. **SGC President Graham Pearce** reported on the results of the SGC elections held March 31 at which a new SGC Executive Board was elected to take over on May 2, 2016. Cristina Mendoza, UW-Rock County, was elected SGC President and will meet with Pearce and Chancellor Sandeen April 15, 2016. All four Executive Board members plan to attend the April 22 Senate meeting at UW-Fox Valley. The inclusivity and diversity event April 5 at UW-Rock County was a success in Pearce’s opinion. He felt it was due in part to the time allotted for it, which allowed a level of comfort to be achieved with
personal stories and honest conversation about attitudes on campus and experiences then being shared by those attending. In general contrast, the events held at the Board of Regents did not have the same feeling. The student panel at the meeting was a good thing to have held, and the students themselves did an excellent job of outlining issues facing minority students and responding to comments from Regents. It was those comments, though, that showed underlying beliefs about race issues and where the work must be done. The Board of Regents luncheon Pearce felt was rushed, and seemed to send a message about the priorities of the Regents. The comments SGC President Pearce has heard from students hold that they were generally unimpressed.

g. **UWC Associate Degree and Curricular Reimagining Project Faculty Coordinator Caroline Geary** stated that the breadth category descriptions have been sent out to departments and there has been thoughtful discussion and feedback. Both in presentations to the academic departments and at the Deans/Chairs meetings, colleagues have been requesting additional context for the breadth category meanings. The Degree Reimagining Team is working to provide that. Some of the questions are tied to broader issues including first-year experience programming, assessment, and high impact practices. To collect institutional-level feedback, these issues will be addressed, in part, through a Qualtrics survey to be administered in the near future. When asked about the timeline, Faculty Coordinator Geary responded that there are two pieces of the project: the degree standards and the curricular/general education reform piece. Recommendations should be brought to Senate regarding standards in the fall. A discussion resulted regarding this process. Geary raised a question regarding a bridge committee to transition the work from the leadership team to the Senate Curriculum Committee (SCC). SSC Chair Hassel noted the responsibility of policy lies with Senate committees. SSC Chair Hassel, Geary, Provost Lampe, and SCC Chair Bill Malcuit will meet to determine the process and next steps.

5. **Business**

a. **Senate committee recommendations regarding possible membership revisions.** Senate committee makeup would be examined during the review this summer, but Paul Whitaker, Chair of Senate Informational and Instructional Technology Committee (SIITC) had informed Hassel that due to some of their committee slots being impossible to fill this past year, they were planning to discuss the committee’s role and look at membership. SSC Chair Hassel suggested having committee chairs, who know the committee best, do this now. There was consensus to have Chair Hassel email committee chairs and ask them to review their membership and responsibilities in light of regionalization and send their recommendations to SSC.

b. **FPP #503.III.D. Department merit committee start date vs. due date for new merit criteria.** Chairs’ Rep Greg Ahrenhoerster explained that the policy gave a due date of September 1, 2016 for having department merit rankings in place. Most departments do not even have merit committees in place until fall, so the suggestion was to move the due date for merit rankings to November 1. That would give time for the rankings to be created and time for instructors to work on Activity Reports. It was determined that under
the powers granted to the UWC Senate Steering Committee between Senate meetings by UW Colleges Constitution Chapter 2.03 A.3, the SSC could change the deadline and inform the department chairs of the extension. The Senate will then move on this item in April. The motion passed by unanimous vote [Alitto/Ahrenhoerster].

c. Consolidated/regional/institutional positions and campus governance/collegium. Next steps. SSC Chair Hassel explained that the question of collegium membership and possible voting rights for regional and consolidated staff members working on campuses has been brought forth several times. While all staff are represented and can take part in their respective Councils, the big question is around collegiums, campus committees, and any voting rights. Provost Lampe said that having regional/consolidated staff as part of collegium would be good, but voting rights would be up to the campuses. The Senate, it was discussed, could provide guidance to the campuses as a consistent practice across the institution would be the best. There was conversation as to whether draft language should be sent out for them to incorporate, or whether campus steering chairs should be asked to work out a consistent practice for UW Colleges. It was decided that Troy Kozma, Julianna Alitto, and Greg Ahrenhoerster would draft language (issues, questions, conflicts) to send to campus steering chairs to determine the thoughts campuses hold on the matter. The draft language will be discussed at the April 22 SSC meeting.

6. Other Business

a. Discussion: Institutional Priorities. Provost Lampe related that he has been receiving feedback on the Priorities. He clarified for SSC Chair Hassel that the endorsement of the Senate is being sought at the Friday, April 22 meeting. Amendments can be considered, he said. Provost Lampe plans to send out a revised version of the Institutional Priorities, based on the gathered feedback, on Wednesday prior to the Senate meeting.

b. Discussion: Process for proceeding with SSI Working Group recommendations. Chair Hassel asked how the Senate was to work with the recommendations of the SSI Working Group. The questions are not in policy, she pointed out. Hassel asked what the best venue to discuss group’s results was, which constituents should be consulted for feedback, and who has the authority to implement any recommendations. The suggestion was made to invite IAS to a meeting of the Faculty Council of Senators as that would be the most appropriate venue. The argument was made that the full Senate was the best venue as academic staff beyond IAS were interested or involved in the SSI. It was stated that there was no need to put the discussion in front of everyone, when many would not care, but Lead Academic Staff Senator Verona replied that there was a lot discussed in the full Senate this year that had less relevance to the entire group than the SSI does. SGC President Pearce agreed that the Senate was the appropriate venue, saying that students should be consulted and have a chance to give input. The item will be on the April 22 Senate agenda for discussion. SSC Chair Hassel will contact the working group chairs to send their recommendations as soon as possible for inclusion.
7. **Adjournment.** The April 11, 2016 WisLine meeting of the UW Colleges Senate Steering Committee was adjourned by SSC Chair Holly Hassel at 11:39 a.m. at the conclusion of stated business.

8. **Action Items**

   a. **Baum** will post the approved minutes of SSC #14 in appropriate electronic files.
   
   b. **Hassel** will send SSC #14 minutes and chair report #15 to senators and campus steering committee chairs.
   
   c. **Hassel** will continue to work with Vidal, Pearce, and Moore re: diversity/inclusion events on campuses. Brainstorm as to facilitators.
   
   d. **Hassel** will meet with Geary, Lampe, and Malcuit to discuss/determine steps/process for degree and curricular reimagining project for Senate business.
   
   e. **Hassel** will charge Senate committee chairs with examining their membership structure and responsibilities re: regionalization and submitting suggestions to SSC.
   
   f. **Hassel** will inform department chairs that under the powers granted by UWC Constitution 2.03 A.3, the SSC has extended the deadline for the creation of departmental merit standards until November 1. The Senate will move on this item in April.
   
   g. **Kozma, Alitto, and Ahrenhoerster** will craft questionnaire re: issues/problems around collegium membership and voting rights for regional/consolidated employees based on campuses and send to campus steering chairs. Draft to be discussed April 22.
   
   h. **Lampe** will circulate revised Institutional Priorities Wednesday prior to Senate meeting (April 20).
   
   i. **Hassel** will talk to SSI Working Group chairs ASAP to determine if recommendations will be ready for April 22 Senate discussion. **Baum** will place on Senate agenda as discussion item (re: constituents for feedback, authority to implement, venue for discussion, make questions part of policy).