Minutes  
UWC Senate Steering Committee  
Meeting #2: WisLine  
Thursday, September 4, 2014  
2:30 pm - 4:00 pm

Present: Greg Ahrenhoerster, Aaron Brower, Rose Brust, Marcy Dickson, Joe Foy, Margaret Hankenson, Holly Hassel, Evan Kreider, Greg Lampe, Mark Peterson, Matt Raunio, John Short, Jeff Verona, Lynn Weber, and Linda Baum

1. **Call to order.** The September 4, 2014 WisLine meeting of the UW Colleges Senate Steering Committee (SSC) was called to order at 2:32 p.m. by SSC Chair Mark Peterson.

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

3. **Approval of Minutes: SSC #1 Draft Minutes (2014-08-28).** The minutes of the SSC meeting held at UW-Fond du Lac on August 28, 2014 were unanimously approved [Ahrenhoerster/Hassel].

4. **Reports**

   a. **Chancellor Aaron Brower** first informed the committee that the US Department of Education had approved UW Colleges to award federal financial aid for its UW Flexible Option AAS. Approving financial aid for non-term, competency based courses is a big step, and the UW Colleges is the first institution in the country to be granted the ability to award financial aid for such courses. Second, the chancellor asked Provost Lampe and Vice Chancellor for Administrative and Financial Services Steve Wildeck to develop a “crosswalk” between the UW Colleges budget and the UW System budget. UW-Extension is involved in a similar project with their budget. It is an effort to advocate for the institution by keeping the priorities of the institution in front of System. Chancellor Brower concluded his report saying that he wanted to reinforce his message of curriculum renewal in light of the AAS review. He urges that an integrated curriculum be looked at, pulling in and including developmental education, the writing program, ESFY, capstone and so on. Noting that it would be a faculty driven process and that Provost Lampe had gotten it started, Chancellor Brower reminded the SSC that they would play a part in the review. Holly Hassel asked what had been done to start the process, concerned in light of an agenda item from a department lobbying for a change to the AAS. Provost Lampe replied that preliminary meetings with Chair of Chairs Greg Ahrenhoerster, Steering Chair Mark Peterson, and interested campus deans had been held. Those meetings will be broadened to include Steering and the Senate. A white paper of what the process may look like will be produced and should be ready to be vetted at the October Senate meeting. Hassel expressed a desire to avoid self-interested jockeying by the departments. The provost stated that the process should be very inclusive and deliberative. Chancellor Brower agreed that the process will be deliberative, taking into account what students need. He emphasized that an overall
structure has not yet been established, so it is premature to talk about whether there should be a core, let alone what is in the core.

b. **Provost and Vice Chancellor Greg Lampe** related that at this point UW Colleges enrollments are down between two and three percent. However, within the context of UW System, UW Colleges’ student enrollment numbers look good. UW Colleges Online is up in terms of credits by about 30%. There are fewer high school graduates, so overall enrollment is satisfactory. Enrollment in the UW Colleges Bachelor of Applied Arts and Sciences (BAAS) degree completion program is up approximately 50% to 78 students, and there are nine seniors on track to graduate next May. Three changes have been proposed to the BAAS degree completion program: loosening the 30 plus 30 credit agreement between UW Colleges BAAS degree-offering campuses and UW partner campuses; extending admission requirements to applied associate degree holders; and allowing BAAS degree-seeking students to take online junior/senior course offerings from any of the six UW partner campuses. Hopefully, the remaining three MOU agreements will be in hand this fall with the changes approved by our partner institutions. Provost Lampe reported that UW System and the Regents are revisiting policies on harassment and sexual assault. Policies had favored the perpetrator, but now federal rules have shifted so that the victim had more due process options to pursue. Associate Vice Chancellor of Student Affairs and Enrollment Management Rich Barnhouse is leading UW Colleges’ work to make the changes necessary so that UW Colleges policies are in compliance with federal law. Provost Lampe concluded by noting that it had been ruled that the student survey of instruction records were personnel documents and therefore are not public records. The survey results are not to be displayed in the office of the dean or library as had been practice; instructors will see the results, but the general public will not be able view them.

c. **Associate Vice Chancellor for Academic Affairs Joe Foy** greeted the SSC and stated that he is looking forward to starting the AVCAA position on September 15. Foy asked that people send him matters of which he should be aware.

d. **Senate Steering Committee Chair Mark Peterson** noted that several committees have vacancies and calls will be made. Continuing attention must be paid to gender equity this year: Faculty Professional Standards Committee has been charged; Christine Curley is looking into Title IX implications and has scheduled an October 3 WisLine. Classified staff integration will continue to need wrinkles ironed out, LTE participation in shared governance being an example. Peterson concluded by noting that Central needs to keep everyone up to date on the faculty compensation plan and what is going on with Paul Whitaker’s compensation committee. Chancellor Brower responded that the compensation committee is looking at the principles necessary to allocate the first time allotment of funds, $600,000 over two years. Peterson noted that chancellors can only adjust salaries according to market rates, and asked about the other funds recommended from the Guell report. Chancellor Brower replied that the Guell report laid out a model for if Colleges had 1.9 million dollars, which was never the case. It is also a false statistic, the chancellor averred, as the model freezes people in time so the problem would be solved in that time. However, $1.9 million would not really fix the problem, and still
fails to address the salary issues of all other staff. The first step is the distribution of the $600,000, and how to develop a strategy so that issues might be solved on an ongoing basis; raise salaries for whom over what time frame, based on what criteria. There is, Chancellor Brower reminded the Steering committee, criteria in place now and a request for merit in the current biennial budget. The Guell report, gender equity issues and more all need to be taken into account in these decisions. Recommendations should be sent from the compensation committee mid- to late-October. Central comes in after recommendations are forwarded, and the SSC will be kept updated, the chancellor said.

e. **Academic Staff Lead Senator Jeff Verona** told the SSC that ASPP #708 would be formally introduced in October, following the interim approval of the policy by the SSC last spring. The Academic Staff Council is working on the issue of merit for instructional academic staff. An overhaul of the process is in line as, for example, IAS use a form that is intended for faculty.

f. **Classified Staff Lead Senator Rose Brust** began by thanking Chancellor Brower for the June email announcing that System Legal had approved the amendments to the UW Colleges Constitution to include classified staff in shared governance. The University Staff Council (USC) met several times over the summer, including face to face at UW-Marathon County with Chancellor Brower and Human Resources Director Pam Dollard. The USC is going forward with policy writing, working on policies for layoffs and grievances. The rep from UW-Manitowoc resigned, so the CS Nominations and Elections Committee is working to get a new Manitowoc rep; as he was a senator, the Council will elect a replacement. A state-wide classified staff leadership group has been formed and meets regularly: Lynn Weber and Kay Sbarbaro report back to the Council on those meetings. The USC has discussed thresholds for participation and is concerned for the LTEs who are excluded from campus collegiums because Chapter 3 of the UWC Constitution cuts everyone below half-time out. The University Staff Council will have a meeting September 10 via Lync.

5. **Business**

a. **Revise language in FPP #503 I.B.4.b to include “by January 4 or next business day.”** SSC Chair Peterson introduced the proposed change, noting that another such change had already been made. A motion to send the revision to Faculty Professional Standards Committee (FPSC) passed unanimously [Kreider/Hassel].

b. **Review language in FPP #503 II.D regarding “current Budget Committee procedures.”** Peterson pointed out the wording in FPP #503.II.D, saying that no one seems to know to what the wording refers. He suggested sending it to FPSC. Chairs’ Rep Ahrenhoerster said that it would have to be clarified as to what exactly the desired change was if it was sent to committee. Peterson said that the policy refers to Budget procedures that don’t seem to exist. Chancellor Brower suggested checking with Paul Whitaker of the compensation committee who had asked about the language to find out exactly what he wants done. The chancellor said System lays out guidelines for merit allocations, and those go to the Senate Budget Committee to determine what makes sense for Colleges; perhaps the landscape has changed around this policy. There was
agreement that Chair Peterson will check with Paul Whitaker to see what next steps might be taken.

c. **Revisions to criteria for teaching awards.** SSC Chair Peterson related that the changes to IP #406 that the Senate Teaching Award Committee (STAC) had asked about had been sent to Senate Academic Policy Committee (SAPC) in May, but changes to criteria for the Excellence in Teaching Award had been overlooked. A motion adding “Extending the classroom through outreach to the community” under the first category, and removing “Word” from the final paragraph of the directions was unanimously agreed upon [Peterson/Raunio].

d. **Revision/clarification of language in IP #204 regarding when and whether the faculty member must respond to a grade appeal.** The issue, SSC Chair Peterson pointed out, was around the use of the word “normally” and had been pointed out by former SSC Chair Paul Price. He asked if the response to a grade appeal should “normally” be in writing or “normally” be within 30 days. Chairs’ Rep Greg Ahrenhoerster said not using that word would make the policy cleaner. A motion unanimously carried to send the policy to SAPC [Hassel/Hankenson].

e. **Resolution from CTA: adding CTA 103 Public Speaking as a "core course requirement" for the AAS Degree.** This item, asking about a potential revision to the AAS, had been alluded to earlier in the meeting. Peterson asked if departments should be informed that no discussions will be held on the matter until the process is actually up and running. Hassel answered that it sets a bad tone to let such things start now. Peterson agreed, saying that he had only placed it on the agenda since the person who sent it had been so insistent; the process of examining the AAS is not even underway, so there is nothing productive or positive about such requests. Provost Lampe agreed that a positive, constructive, inclusive tone must be set and maintained. A process must be agreed upon before particulars are examined. Chair of Chairs Ahrenhoerster suggested he could circulate an email to department chairs spelling out that no requests be made until such time as they may be asked for. Peterson noted that he would email other interested parties such as campus steering chairs, too.

6. **Other Business**

a. **Should we establish an administrator evaluation/assessment process in the Colleges? UWGB did so in 2008.** SSC Chair Mark Peterson related that the System faculty representatives had discussed the topic of evaluating administrators. UW-Green Bay has been doing so since 2008. Chairs’ Rep Ahrenhoerster expressed the opinion that it is a good way to let people know ways in which they need to improve. Provost Lampe said that he is reviewed by the chancellor every year. He is held accountable for his actions. There were arguments that administrators should be reviewed by faculty. Chancellor Brower offered that he has no objection to such reviews, and agreed that feedback can be useful; he cautioned against the unintended consequences of any reviews. Dean’s Rep John Short added that he, too, is evaluated every year. Hassel said that department chairs have a review process, as well. She concluded by saying a
systematic method is necessary for a meaningful review. Peterson suggested that the question be discussed for a while and brought back if it has traction.

b. **Topics for the October Senate Leaders Retreat?** The Senate Leaders Retreat will be held after the October 24 Senate meeting and continue on October 25. Chair Peterson asked for ideas for discussion topics. He suggested the relationship of online to the rest of the campuses. Provost Greg Lampe said that ideas will be discussed at Central. Rose Brust mentioned mentors for CS Council members. Peterson will send out a call for topics.

7. **Adjournment.** The September 4, 2014 WisLine meeting of the UW Colleges Senate Steering Committee was adjourned at 3:30 p.m. when business was concluded.

8. **Action Items.**
   a. **Baum** will post the approved minutes of SSC #1 in Public Folders and appropriate electronic files.
   b. **Peterson** will send SSC minutes and chair report to senators and campus steering chairs.
   c. **Peterson** will steer FPP #503 to FPSC to amend due date language.
   d. **Peterson** will ask Paul Whitaker if the compensation committee is suggesting a policy fix or some other action from Steering/Senate regarding FPP #503 (“current Budget Committee procedures”).
   e. **Peterson** will inform Senate Teaching Awards Committee of approved criteria and language changes.
   f. **Peterson** will steer IP #204 to SAPC to clean up language around grade appeal (“normally”).
   g. **Ahrenhoerster** will inform department chairs that no requests should be made at this time regarding the AAS review. **Peterson** will share that information with campus steering chairs, etc.
   h. **Peterson** will send out a request for Senate Leaders Retreat discussion topics.