Minutes
UWC Senate Steering Committee
Meeting #4: WisLine
Wednesday, September 30, 2015
3:00 p.m. – 4:30 p.m.


Not Present: Troy Kozma and Cathy Sandeen

1. Call to order. The September 30, 2015 WisLine meeting of the UW Colleges Senate Steering Committee (SSC) was called to order at 3:02 p.m. by SSC Chair Holly Hassel.

2. Approval of the agenda. The agenda was approved unanimously [Alitto/Raunio].

3. Approval of Minutes: SSC #3 Draft Minutes (2015-09-18). The minutes of the September 18, 2015 meeting of the SSC were given unanimous approval [Alitto/Raunio].

4. Reports
   
a. Chancellor Cathy Sandeen was not in attendance; however, she had asked Provost Lampe to give her report to the committee in her absence. Campus executive officers/deans had been interviewed last week by the search advisory committee for the four regional executive officer and dean positions. The committee debriefed with Chancellor Cathy Sandeen, Provost Greg Lampe, and Vice Chancellor for Administration and Finance Steve Wildeck. Following the debriefing, the campus deans were interviewed by the chancellor, provost, and vice chancellor. Reference checks were then made which consisted of speaking with local government officials and members of local campus foundation boards. Notifications to inform candidates of their status within the search will be taking place shortly, and then on Friday, October 2 the announcement will go out to everyone in the institution about who will be appointed as the regional executive officers and deans. A frequently asked question document will also be released at the same time. It will explain differences between the campus dean and regional dean positions, for example. The search process will now progress towards naming the regional associate deans. The SSC was reminded that these positions will have campus administrator duties and that the Northern Region will have a fourth associate dean position. The search advisory committees are in place and the regional deans will have input into the associate dean search process. The regional associate dean positions should be announced no later than November 2, 2015.

b. Provost/Vice Chancellor Greg Lampe reported to the Senate Steering Committee on the partnership between the UW Colleges and the Wisconsin Department of Corrections (DOC). The application to work together to offer the UWC Associate of Arts and Sciences degree, Business Certificate, and Legal Studies Certificate is nearing final draft
status and will be submitted to the U.S. Department of Education tomorrow, he reported. The plan includes offering the programs at five state prisons where classrooms, advisors, and strong re-entry programming (including the ability to track inmates into jobs) are already in place. Milwaukee Area Technical College and UW Colleges are the only institutions in Wisconsin applying for the U.S. Department of Education “Second Chance Pell Pilot Program for Incarcerated Individuals.” SSC Chair Holly Hassel asked if the provost had a sense of how much of the curriculum would be offered online versus face to face. The provost replied that the expectation was that some courses would be delivered face to face and that some courses would be delivered online. The DOC prefers online courses because of the flexibility of scheduling them. Hassel asked how many people might be taking part in the program, to which the provost answered that if half of the inmates eligible for the program took part it could be approximately 200-300 students taking six to twelve credits a semester at the prisons. As Pell Grant students, it would require work by administration and faculty members, the UW Colleges Financial Aid Office, and the UW Colleges Online program. Chair Hassel suggested that the provost would want to consult with Chairs’ Rep Greg Ahrenhoerster. Provost Lampe responded that if UW Colleges were approved for the project, it would take time to implement the program, and that Greg Ahrenhoerster and the academic department chairs would be involved.

c. **Associate Vice Chancellor for Academic Affairs Joe Foy** stated that applications for the Executive Director of Libraries position are due October 1, 2015. If the minimum applications required for a strong internal search are submitted, interviews will take place within the first two weeks of October. After the September 18 Senate meeting, Associate Vice Chancellor Foy met with Chair Hassel and Institutional Assessment Coordinator Valer Murrenus Pilmaier to discuss how Campus Assessment Coordinators (CACs) might assess regional restructuring to supplement the assessments done by the task groups. The associate vice chancellor will be providing bullet points of all task group assessments for Hassel and Murrenus Pilmaier to share with the CACs.

d. **Senate Steering Committee Chair Holly Hassel** spoke to the assessment of regionalization, as well. She noted that there are preliminary ideas for the process of consolidation, and campus based expectations of what it might look like. The preliminary plan is to hold campus forums with discussion questions and develop a web survey. Jill Rinzell (Associate Professor, Psychology-Education, UW-Waukesha) has agreed to help with the survey work. Paying attention to the impact of the changes on students, faculty, and staff is the goal. Chair of Chairs Ahrenhoerster said it was a good idea to have that impact examined. People would be relieved to know that it was being taken seriously and that if something was found not to be working it might be fixed. Hassel then reported that UW-Madison’s revised policy documents around tenure will be a topic at the November faculty rep meeting. Former SSC Chair Bill Gillard had attended the September 18 meeting for Hassel and sent notes that are posted. UW System is working on a strategic planning process involving both internal and external stakeholders. Though the planning survey initiates from System, SSC Chair Hassel would like to use it as a chance to get an idea from UW Colleges people about their sense of priorities. She has been working with the chancellor’s Chief of Staff to move the System survey questions to an electronic
format in order to gather feedback that can be used to lead the conversation on November 13 for Senate discussion.

e. **Academic Staff Lead Senator Jeff Verona** informed the Senate Steering Committee that he has been told that IAS are taking over some faculty positions on campus committees because there are not enough faculty to fill the spots. It is a problem to be aware of, and a potential workload issue as everyone is spreading thin. Hassel asked if she should request campuses to collect examples of such problems. Verona replied that certainly after January 1 campuses should check their committees for gaps and consider how committees are structured. Chair Hassel asked Associate Vice Chancellor Foy if the issue should be added to the assessment plan discussed earlier. Foy agreed that a scan of what would be required to fill all Senate and campus committees would be good to incorporate.

f. **University Staff Lead Senator Juli McGuire** reported that the University Staff Executive Committee (USEC), which is the same membership as the University Staff Council of Senators, had been asked to support the UW-Madison resolution regarding fetal tissue research. The USEC does not feel they have time to take the matter to the full University Staff Council for a vote so will meet to decide whether to vote on their behalf or provide support as individual senators. The Council requests that position change communications from places other than HR be copied to the chair so there is no delay in getting them to the Council. A list of such disconnects and questions is being compiled for Jason Beier, Liaison to the Chancellor. The University Staff Personnel Committee (USPC) is working on a performance evaluation form, a merit policy, and a policy for temporary and project appointments. The Council continues with bylaws review. University Staff Lead Senator McGuire concluded by saying that she plans to meet with Regent Liaison Mark Bradley on behalf of the Council later this year when he visits UW-Fox Valley.

g. **SGC President Graham Pearce** told the SSC that student Senate committee appointments have been made with the exception of the Senate BAAS Assessment Committee. Nominations continue to be accepted for the SGC Financial Director position. The election for the position is October 8 at noon. The SGC appointed students to serve the regional dean search advisory committee, as well as the associate dean for student affairs and executive director for libraries search advisory committees. Pearce is pleased students have the opportunity for that input. SGC President Pearce related that the SGC had released a unanimously endorsed statement on the UW Colleges/Wisconsin Technical Colleges System (WTCS) merger investigation process. It states their opposition to the process which they feel is designed to exclude stakeholders. Pearce will share the statement with SSC. The Student Governance Council will be voting on a resolution supporting revision of student ID card design to allow for use as voter ID at their next meeting. SSC members expressed support of the idea. SGC President Pearce concluded by saying he would be attending the October Board of Regents meeting.

5. **Business**
a. **Women’s Studies  Gender, Sexuality, and Women’s Studies: review policy for housekeeping and change to new name.** Chair Hassel informed the SSC that Women’s Studies had undergone a name change and is now Gender, Sexuality, and Women’s Studies. There was no dissent to the request that Senate Assistant Linda Baum undertake the housekeeping issue of reviewing policy for the former name and changing it to the new [Raunio/Dock].

b. **Question: dean or chair can recommend revocation of tenure— in light of regionalization.** This topic, explained SSC Chair Holly Hassel, had been sent to the committee from a campus via their senator. She had asked for more information as to what exactly the person was referring to, but was still unsure as of meeting time. It was agreed to hold the item until more was known.

c. **Possible statement: reaffirm UWC as liberal arts institution and the need for state support.** This item had two parts: a request from the same source as the previous item, and a resolution from UW-Barron County. The question was asked as to whether this was something the Steering Committee or the Senate should get in front of and take a position on. Comments were made that lots of work expended in the very early stages did not accomplish anything, but another said legislators want to hear. Provost Lampe stated that it had been mentioned at a Board of Regents meeting that Chancellor Sandeen and Wisconsin Technical College System President Morna Foy had spoken in a closed hearing on the UWC/WTCS merger. General consensus held that Chair Hassel shall follow up with Chancellor Sandeen and report back to the SSC.

d. **Referendum issue, part 2.** A faculty member has asked, again, that the referendum results from this spring be invalidated. He argues they should be invalidated in part because the vote should not have been held when faculty were off contract, and in part due to not all people receiving the same information regarding the voting process. Discussion held that the off contract issue had been discussed thoroughly at the time. While contract year might be noted in any changes to UWC Constitution Chapter 2.10 in the future, it was not at the time and those proposing the referendum were against waiting. As to people receiving different information, conversation noted that that is normal: what is heard from one is not identical to what is heard from another. SSC Chair Hassel will reply to the faculty member.

e. **IP #408 (“Procedure for the Creation of New Departments”).** Chair Hassel pointed out that when the AIS issue had come up at the last meeting, there was no direct policy to guide the process and suggested that IP #408 be sent to Senate Academic Policy Committee (SAPC) to reflect housed programs moving to freestanding programs. Associate Vice Chancellor Foy asked about programs and integrated academic departments, to which Hassel noted that SAPC is already working on, but said that language could be included in the charge. Mark Peterson expressed frustration with UWC Chapter 11 which he said required any housed program to eventually become a freestanding department. The committee agreed to hold the item until Peterson shared additional information for review.
f. **UWC Constitution Chapter 2.10 Referendum Review and SAPC.** The SAPC had reviewed Chapter 2.10 of the Constitution and determined they were not the correct group to revise it, but suggested the Faculty Council would be the right group. However, since faculty and academic staff are mentioned in 2.10, Chair Hassel suggested having a subgroup of SSC review Chapter 2.10 for any potential revision. Further, when it was pointed out that the rest of Chapter 2 includes university staff, Lead US Senator Juli McGuire was included in the subgroup of Hassel, Julianna Alitto, and either Jeff Verona or someone from AS Council. Lead Student Senator Graham Pearce determined student representation was not necessary. Hassel will report back to SSC at the next meeting.

6. **Other Business**

   a. **Update from Provost on forming Colleges-wide committees (Node Advisory Board).** Provost Lampe gave a brief overview of the written information he had provided regarding the history of how Colleges-wide committees are formed. The provost plans to continue with institutional practice and form a NODE Advisory Committee. Chair Hassel asked if the NODE group would deal with any issues which would require the Senate Curriculum Committee to be consulted. The provost replied that if any need arose to consult any Senate committee he would bring it, as usual, to Steering. Provost Lampe also noted it was his practice to consult the SSC chair about committee membership.

7. **Adjournment.** The September 30, 2015 WisLine meeting of the SSC was adjourned at 4:09 p.m. when business was concluded.

8. **Action Items**

   a. **Baum** will post the approved minutes of SSC #3 in appropriate electronic files.
   b. **Hassel** will send SSC minutes and chair report to senators and campus steering chairs.
   c. **Hassel and Foy** will incorporate scan of Senate and campus committee memberships to assessment plan; determine what is required to fill committees after January 1
   d. **Baum** will review Senate documents and make changes re: name change of Women’s Studies to Gender, Sexuality, and Women’s Studies.
   e. **Hassel** will seek clarity on tenure question from one who raised issue for next meeting.
   f. **Hassel** will follow up with Chancellor Sandeen on merger issue status; report back at next meeting for any determination of next steps.
   g. **Hassel** will reply to solicitant with SSC response.
   h. **Peterson** will send additional information related to IP #408. **Hassel and Baum** will place the item on the next agenda.
   i. **Hassel, Alitto, McGuire, and Verona or an AS rep from ASCS** will form subcommittee to work on UWC Constitution Chapter 2.10. **Hassel** will report back on October 12.